



Woodlake Elementary

School Site Council Agenda/Minutes

Agenda / Actas del Consejo Escolar

Date & Time (Fecha & Hora)

10/08/2026

2:30 PM

Location (Ubicación)

ROOM 16

Zoom Link (Enlace de Zoom)

2026 - 2027, Elected SSC Members *Miembros Electos de SSC*

Non-staff: Parents/Community Member/Students <i>No Personal: Padres/Miembros de la Comunidad/Estudiantes</i>			Present / Absent <i>Presente/ Ausente</i>
Parent	Kaylon Hammond	Year 1	
Parent	Raquel Shipp	Year 1	
Parent	Edith Trejo-Gutierrez	Year 2	
Parent	Alecia Quinn	Year 2	
Parent	Reyna Pryor	Year 1	
Alternates (Alternativos):			
*Parents/Community Members that are employees of the school may not serve as a parent member of the site council. (Student reps are for secondary sites only) *Los Padres/Miembros de la Comunidad que son empleados de la escuela no pueden servir como padres miembros del consejo escolar. (Los representantes de alumnos son sólo para escuelas secundarias).			
Staff: Principal or Designee/Teachers/Other Staff <i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>			Present / Absent <i>Presente/ Ausente</i>
Principal/Designee: <i>Directora(a)/ Designado(a):</i> Mario Penman			
Teacher: <i>Maestro(a):</i> Teresa Federmeier		Year 2	
Teacher: <i>Maestro(a):</i> Rebecca Jones		Year 2	
Teacher: <i>Maestro(a):</i> Margaret Ceballos		Year 1	
Other Staff: <i>Otro Personal:</i> Paku Lee		Year 1	
Alternates: <i>Alternativos:</i>			
*Teachers must be the majority *Los maestros deben ser mayoría			

AGENDA		
ITEM <i>ARTÍCULO</i>	Facilitator <i>Facilitador(a)</i>	Minutes <i>Minutas</i>
Call to Order / Sign in sheet <i>Orden del Día/ Hoja de Firmas</i> Quorum <i>Quórum (50% +1)</i>	Chairperson <i>Presidente</i>	This meeting is called to order at: <i>Se abre la sesión a las</i> Total Members in Attendance: <i>Total de Miembros Presentes:</i> Quorum: <i>Quórum:</i>
Public Comment (2 minutes per speaker) <i>Comentarios del Público (2 minutos cada participante)</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i>
Review Agenda <i>Repasar Agenda</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i>
Review / approve minutes from last meeting <i>Revisar/aprobar el acta de la última reunión</i> 1 Previous Minutes	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>

Council Business *Asuntos del Consejo*

New Members (Nuevos Miembros)

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas

Member Training (Formación de Miembros)

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas

Elect Officers (Elegir a Funcionarios)

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas

Required Document Review & Approve: *Revisión y Aprobación de Documentos Requeridos:*

Bylaws (Reglamentos)	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
Other CAASPP Data	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
School Compact (Compacto Escolar)	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
Other Review Terms of Office	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>

Document Review: *Revisión y de Documentos*

N/A	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i>
N/A	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i>

School Plan For Student Achievement (SPSA) *Plan Escolar para el Rendimiento Académico de los Estudiantes (SPSA)*

N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
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Other Business: <i>Otros Asuntos:</i>		
ELAC Reporting <i>Informes ELAC</i>	Chairperson <i>Presidente</i>	Summary of Reporting (<i>Resumen de Informes</i>)
Committee Reports or Guest Presenters (PTA, DELAC, Other outside presenters) <i>Informes de Comités o Presentadores Invitados (PTA, DELAC, otros presentadores externos)</i>	Chairperson <i>Presidente</i>	Summary of Presentation (<i>Resumen de Presentación</i>)
Additional Information/New Business/Discussion <i>Información Adicional/Asuntos Nuevos/Conversación</i>	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i>
Adjournment: <i>Aplazamiento:</i>	Chairperson <i>Presidente</i>	Time: <i>Hora:</i>

Next meeting date: <i>Fecha de próxima reunión:</i>	11/19/2026	2:30 PM
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Woodlake Elementary

School Site Council Agenda/Minutes

Agenda / Actas del Consejo Escolar

Date & Time (Fecha & Hora)

05/20/2026

1:30 PM

Location (Ubicación)

Woodlake Library

Zoom Link (Enlace de Zoom)

<https://twinriversusd-org.zoom.us/jc/82911949231>
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2025 - 2026, Elected SSC Members *Miembros Electos de SSC*

Non-staff: Parents/Community Member/Students <i>No Personal: Padres/Miembros de la Comunidad/Estudiantes</i>		Present / Absent <i>Presente/ Ausente</i>
Parent	Raquel Shipp	Absent
Parent	Kaylon Hammond	Present
Parent	Alecia Quinn	Absent
Parent	Rena Pryor	Present
Parent	Edith Gutierrez	Present
Alternates (<i>Alternativos</i>):		
<i>*Parents/Community Members that are employees of the school may not serve as a parent member of the site council. (Student reps are for secondary sites only)</i> <i>*Los Padres/Miembros de la Comunidad que son empleados de la escuela no pueden servir como padres miembros del consejo escolar. (Los representantes de alumnos son sólo para escuelas secundarias).</i>		
Staff: Principal or Designee/Teachers/Other Staff <i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>		Present / Absent <i>Presente/ Ausente</i>
Principal/Designee: <i>Directora(a)/ Designado(a):</i> Debra Chandler		Present
Teacher: <i>Maestro(a):</i> Teresa Federmeier		Present
Teacher: <i>Maestro(a):</i> Rebecca Jones		Present
Teacher: <i>Maestro(a):</i> Paul Stallard		Present
Other Staff: <i>Otro Personal:</i> Paku Lee		Present
Alternates: <i>Alternativos:</i> Margaret Ceballos		Present
<i>*Teachers must be the majority</i> <i>*Los maestros deben ser mayoría</i>		

AGENDA		
ITEM <i>ARTÍCULO</i>	Facilitator <i>Facilitador(a)</i>	Minutes <i>Minutas</i>
Call to Order / Sign in sheet <i>Orden del Día/ Hoja de Firmas</i> Quorum <i>Quórum (50% +1)</i>	Chairperson <i>Presidente</i>	This meeting is called to order at: <i>Se abre la sesión a las</i> 1:39 PM Total Members in Attendance: 8 <i>Total de Miembros Presentes:</i> Quorum: Yes (Si) <i>Quórum:</i>
Public Comment (2 minutes per speaker) <i>Comentarios del Público (2 minutos cada participante)</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i> NA
Review Agenda <i>Repasar Agenda</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i> -discussed the process of approving the SPSA draft -discussed Title 1 money as it has the most restrictions, moved some funds into ELL for additional support
Review / approve minutes from last meeting <i>Revisar/aprobar el acta de la última reunión</i>	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Minutes/Actas Person <i>Persona:</i> Kaylon Second <i>Se secundó:</i> Teresa In favor <i>A favor</i> : 8 Oppose <i>En contra:</i> 0 Abstain <i>En abstención:</i> 0 Motion: Pass or Fail: Pass <i>Moción: Aprobada o Rechazada</i>

Council Business *Asuntos del Consejo*

N/A

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas
NA

N/A

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas
NA

N/A

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas
NA

Required Document Review & Approve: *Revisión y Aprobación de Documentos Requeridos:*

N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> NA Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> NA Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> NA Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> NA Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>

Document Review: *Revisión y de Documentos*

Needs Assessment (Evaluación de Necesidades) Review of ELAC Needs Assessment	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> ELAC summary - lasted 2 hours - strategies to help students by providing support to parents and sharing resources that are available in the district and in the community (public library) for language classes -discussed Imagine Learning v Summit K12 to be used during the summer -discussed what could be purchased with Title 1 for additional ELL support: laptops, programs, etc.
Other TRUSD Cell Phone Policy	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> - shared that the cell phone policy has changed in CA, students cannot have during school hours - the board is reviewing policy (high school students may use cell phones during passing time and noninstructional time, elementary students can use but it has to be used in the office) - issue with Smart watches with younger students - will be treated the same way as cell phones - discussed exceptions to policy - the board will be voting on it,

School Plan For Student Achievement (SPSA) *Plan Escolar para el Rendimiento Académico de los Estudiantes (SPSA)*

SPSA Draft	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> SPSA Draft Person <i>Persona</i> : Kaylon Second <i>Se secundó</i> : Paul In favor <i>A favor</i> : 8 Oppose <i>En contra</i> : 0 Abstain <i>En abstención</i> : 0 Motion: Pass or Fail: Pass <i>Moción: Aprobada o Rechazada</i> Added Goal #2 - College & Career Readiness: each grade level will have a capstone activity Suggestion for Fall Festival - incorporating a STEM activity booths
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Other Business: <i>Otros Asuntos:</i>		
ELAC Reporting <i>Informes ELAC</i>	Chairperson <i>Presidente</i>	Summary of Reporting (<i>Resumen de Informes</i>) NA
Committee Reports or Guest Presenters (PTA, DELAC, Other outside presenters) <i>Informes de Comités o Presentadores Invitados (PTA, DELAC, otros presentadores externos)</i>	Chairperson <i>Presidente</i>	Summary of Presentation (<i>Resumen de Presentación</i>) NA
Additional Information/New Business/Discussion <i>Información Adicional/Asuntos Nuevos/Conversación</i>	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> SPSA Draft is approved by SSC and will be moved along to Budget. If revisions are needed, then a meeting will be held on June 3rd. If SPSA is approved as is, Raquel and Edith will sign.
Adjournment: <i>Aplazamiento:</i>	Chairperson <i>Presidente</i>	Time: Hora: 2:08 PM

Next meeting date: <i>Fecha de próxima reunión:</i>	06/03/2026	1:30 PM
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BOARD POLICY (BP 5131.8)

Student Use of Cell Phones and Personal Electronic Devices (Grades TK–12)

Policy Statement

The Governing Board recognizes that personal electronic devices can support communication and safety, but may also disrupt learning, student engagement, mental health, and overall school climate when misused or excessively used during the school day.

In accordance with California law, the Board directs that student use of smartphones and personal electronic devices shall be limited during the school day in order to promote academic focus, student engagement, safety, and a distraction-free learning environment.

The Board establishes a “bell-to-bell” expectation that personal electronic devices remain off and away during the instructional day for students in grades TK–8, with more limited use permitted at the high school level as defined in administrative regulation.

For elementary students (TK–6), the Board strongly discourages bringing personal electronic devices to school. Personal electronic devices are brought to school at the student’s own risk.

The Superintendent or designee shall develop administrative regulations to ensure consistent implementation, including expectations for use, prohibited conduct, staff authority, consequences for misuse, and procedures for handling devices.

Applicability

This policy applies while students are:

- On school grounds
- During school hours
- At school-sponsored activities
- Under the supervision and control of district staff

Authority of School Staff

School staff may regulate student possession and use of personal electronic devices and may require a student to relinquish a device when used in violation of district policy or school rules.

Exceptions

Students shall not be prohibited from using a device when:

- Required for an emergency
- Authorized by staff for instructional purposes
- Required for a documented medical condition
- Required by an Individualized Education Program (IEP) or Section 504 Plan

Liability

Personal electronic devices are brought to school at the student's own risk. The district and school sites assume no responsibility for loss, theft, or damage except in cases of gross negligence.

ADMINISTRATIVE REGULATION (AR 5131.8)

Student Use of Cell Phones and Personal Electronic Devices (Grades TK–12)

1. Definitions

Personal electronic devices include, but are not limited to:

- Smartphones and cell phones
- Smartwatches with communication capability
- Earbuds and headphones
- Tablets or similar personal devices
- Recording devices (e.g., Meta glasses)

2. Standard: “Off and Away”

“Off and away” means:

- Device is powered off, on silent, or in “Do Not Disturb” mode
- Device is not visible or accessible to the student
- Device is stored in a backpack or designated location as directed by staff

3. Applicability

This regulation applies:

- On campus, including before school, passing periods, recess, and lunch
- During school-sponsored activities
- Under the supervision and control of district staff

4. Elementary and K–8 Expectations

Grades TK–6 (Elementary)

- Students may bring devices to school for safety purposes; however, the district strongly discourages bringing personal electronic devices to school.
- Devices must remain off and away for the entire school day (“bell-to-bell” or “gate-to-gate”), including:
 - Before school
 - Instructional time
 - Recess
 - Lunch
- No student use is permitted during the school day unless:
 - Explicitly authorized by staff for instructional purposes
 - Required by an IEP, Section 504 Plan, or documented medical need
- Earbuds, headphones, and smartwatches must also remain off and stored.

Grades 7–8 (Middle School)

- Devices must remain off and away for the entire school day (“bell-to-bell” or “gate-to-gate”), including:
 - Passing periods
 - Lunch
- Use is permitted only:
 - With staff authorization for instructional purposes
 - With administrative approval when appropriate
- Earbuds, headphones, and smartwatches must remain off and stored unless authorized.

5. Secondary Expectations (Grades 9–12)

- Devices must be off and away during instructional time.
- Use may be permitted:
 - Before school
 - Passing periods
 - During lunch
- Teachers may authorize use for instructional purposes when:
 - Clearly aligned to instructional objectives
 - Structured and time-bound
 - Actively monitored and supervised

6. Classroom Expectations

- Students shall place devices in designated storage systems or keep them off and away as directed by staff.
- Devices may only be used when:
 - Authorized by the teacher
 - Used for instructional purposes

7. Permitted Use / Exceptions

Students may use personal electronic devices only when:

- Explicitly authorized by school staff for instructional purposes
- Required for a documented IEP, Section 504 Plan, or medical need
- Approved by administration for an emergency or extenuating circumstance

The school office remains the primary point of contact for urgent communication between families and students.

8. Prohibited Conduct

Students shall not:

- Use devices in violation of “off and away” expectations
- Record, photograph, or audio capture individuals without consent
- Use wearable recording devices without authorization
- Use devices for academic dishonesty
- Engage in bullying, harassment, or inappropriate communication
- Use devices in restrooms, locker rooms, or private areas
- Access inappropriate content
- Disrupt the learning environment

9. Staff Authority and Response to Misuse

Staff may:

- Direct devices to be put away
- Redirect students to comply with expectations
- Require devices to be relinquished
- Confiscate devices for the remainder of the class period or school day
- Refer repeated misuse to administration

Schools may implement progressive responses to repeated misuse, including:

1. Device held by staff until end of class or end of day

2. Device transferred to the office until dismissal
3. Parent/guardian notification and required retrieval
4. Parent/student/device-use agreements
5. Documentation in Aeries or other district systems

All responses shall be:

- Consistent with district discipline policies
- Developmentally appropriate
- Focused on correcting behavior and maintaining a safe learning environment

10. Handling, Storage, and Care of Devices

When a device is taken from a student:

- Staff shall exercise reasonable care in handling the device
- The device may be held by staff or transferred to a secure and locked location
- Access shall be limited to authorized personnel
- Site administrators may establish procedures for:
 - Storage
 - Documentation
 - Logging devices in and out
 - Return of devices

Placing a confiscated device on top of or inside an unlocked desk or cabinet is not considered a properly secured location.

The district is not responsible for loss, theft, or damage except in cases of gross negligence.

11. Search of Devices

Personal electronic devices shall not be searched except in accordance with law and district policy.

12. Privacy and Safety

Students shall not use devices to violate the privacy, safety, or rights of others.

Students shall not:

- Record or photograph others without permission
- Use devices in restrooms, locker rooms, or other private areas
- Use devices in a manner that disrupts school operations or compromises safety

13. Emergency Procedures

- Students must follow all staff directions during emergencies.
- Personal devices may not be used unless directed by staff.
- Students may contact families through the office or with staff permission.
- Families should contact the school office for urgent communication.

14. Access and Equity

Schools shall ensure:

- Students have access to necessary instructional technology
- Alternatives are provided when personal devices are not available

15. Site Implementation

Schools may implement site-specific systems aligned with this regulation, including:

- Gate-to-gate restrictions
- Classroom phone storage systems
- Designated phone-free zones
- Office-based procedures
- Structured collection procedures
- Device-use agreements

16. Communication and Review

- This policy and regulation shall be communicated annually to students and families.
- The policy shall be included in student and parent handbooks.
- Schools may reinforce expectations throughout the school year.
- The district shall review and update this policy and regulation at least every five years in accordance with state law.

Woodlake Elementary School

SCHOOL SITE COUNCIL BYLAWS

ARTICLE I

Duties of the School Site Council

The School Site Council of Woodlake Elementary School, here in after referred to as the council shall carry out the following duties:

- Obtain recommendations for, and review of, the proposed Single Plan Student Achievement (SPSA) from all school advisory committees.
- Participate in regular training on SSC roles and responsibilities.
- Develop and approve the SPSA and related categorical expenditures in accordance with all state and federal law and district regulations.
- Recommend the SPSA and categorical expenditures to the TRUSD Board of Education for approval.
- Provide ongoing review of the implementation of the SPSA with the principal, teachers and other school staff members.
- Make modifications to the SPSA whenever the need arises.
- Submit the modified SPSA for district approval whenever a material change (as defined in district governing board policy) is made in planned activities for related categorical expenditures.
- Regularly evaluate academic data to determine the progress made toward school goals to raise the academic achievement of all students.
- Carry out all other duties assigned to the council by the TRUSD Board of Education and by the state law.

ARTICLE II

Members

Section A: Composition

The council shall be composed of at least 10 members, selected by their peers, as follows:

- Principal/Designee
- Classroom teachers
- "Other" school staff members (non-classroom teaching staff)
- Parents or community members
- Students (secondary)

*Elementary schools must have a minimum of ten (10) members

*Secondary schools must have a minimum of twelve (12) members

- The “other” staff membership will be elected into rotational positions of the two years.
- Nominations and elections will be conducted by the non-classroom teaching classified and certificated staff.
- A ballot will be used that includes a write in option.
- If form is digital, a member of that voting party will be a collaborator on the digital form and will assist in the verification of the nominations and elections.
- Parent/Community Member representative elections will be conducted by October.
 - Nominations and elections will be conducted by the school office staff.
 - Nominations will be accepted up to one week prior to the elections.
 - A ballot will be used that includes a write in option.

All election ballots and result records will be maintained at the school site for three (3) years.

ARTICLE IV

Officers

Section A: Officers

The officers of the council shall be a chairperson, vice-chairperson, secretary, and other officers the council deems desirable.

The chairperson shall:

- Collaborate with the principal in developing agendas and reviewing minutes prior to posting.
- Preside at meetings of the council.
- Sign all letters, reports, and other communications of the council.
- Have other such duties as are prescribed by the council.

The vice-chairperson shall:

- Assist the chairperson in assigned duties.
- Substitute for the chairperson in his/her absence.

The secretary shall:

- Record minutes and sign ins of all regular and special meetings of the council.
- Transmit true and correct copies of the minutes of such meetings to members of the council.
- Keep a register of the names, email, and telephone numbers of each member of the council, the chairperson of the school advisory committees, and others with whom the council has regular dealings, as furnished by those persons.
- Perform other such duties as are assigned by the chairperson or the council.

Section B: Election and Terms of Office

The officers shall be elected annually, at the first or second meeting of the council, and shall serve for one year or until each successor has been elected.

Section C: Reasons for Removal of Officers

Any officer may be removed from office by a two-thirds vote of all the members. (Your SSC should determine grounds for removing officers, ie. Do you remove after someone has missed three consecutive meetings with no reason given?)

Section D: Vacancy

A vacancy in any office shall be filled at the earliest opportunity by a special election of the council for the remaining portion of the term of office or by placement of a properly elected alternate during the Fall election.

ARTICLE V

Committees

Section A: Sub-committees

The council may establish and abolish sub-committees of their own membership to perform duties as prescribed by the council. At least one member representing teachers and one member representing parents shall make up the sub-committee. No sub-committee may exercise the authority of the council.

Section B: Terms of Office

The council shall determine the terms of office for members of a committee.

Section C: Rules

Each committee may adopt rules for its own government not inconsistent with these bylaws or rules adopted by the council, or policies of the district governing board.

Section D: Quorum

A majority (51% or greater) of the members of the committee shall constitute a quorum. The act of a majority of the members present shall be the act of the committee, provided a quorum is present.

ARTICLE VI

Meetings of the Council

Section A: Meetings

The council shall meet according to the schedule to fulfill school site council. Special meetings of the council may be called by the chairperson, principal, designee or by majority vote of the council.

Section B: Place of Meetings

The council shall hold its regular meetings at a facility provided by the school, unless such facility that is accessible to the public, including handicapped persons, is unavailable. Alternate meeting places may be determined by the chairperson or by majority vote of the council.

Section C: Notice of Meetings

- Written public notice of agenda of all meetings shall be given at least 72 hours in advance of the meeting and posted at an appropriate place accessible to the public.
- Changes in the established date, time, or location shall be given special notice.
- All meetings shall be publicized in the following venues:
 - Woodlake Website
 - Twin Rivers Website
 - Electronic Marquee
 - Hard Copy Posted in Office
- All required notices shall be delivered to council and committee members no less than 72 hours, and no more than three days in advance of the meeting, personally, or by mail or via e-mail.

Section D: Quorum

The act of the majority of the members present shall be the act of the council, provided a quorum is in attendance, and no decision may otherwise be attributed to the council. A majority of the members of the council (51% or greater) shall constitute a quorum. No actions may be taken unless a quorum has been established. Members may attend via digital means. A fifteen-minute window of wait time will be allotted to establish quorum.

Section E: Conduct of Meetings

Meetings of the council shall be conducted in accordance with the rules of order established by California Education Code Section 35147 and with Robert's Rules of Order or adaption thereof approved by the council.

Section F: Meetings Open to the Public

All meetings of the council, and of committees established by the council, shall be open to the public. Notice of such meetings shall be provided in accordance with Section C of this article.

ARTICLE VII

Amendments

An amendment of these Bylaws may be made at any regular meeting of the council by vote of two-thirds (2/3) of the members present. Written notice of the proposed amendment must be submitted to council members at least 72 hours prior to the meeting at which the amendment is to be considered for option.



WOODLAKE ELEMENTARY SCHOOL SCHOOL PLEDGE/COMPACT 2026-2027

Dear Parents and Families,

In order to provide the best education for your children, it is essential that we work closely with you. You are a very important part of our team. We encourage you to take an active role in your children's education. Teachers, parents, and students share responsibilities that we as partners carry out to achieve student success in school and in life. Teachers have reviewed these responsibilities with students, please review them again at home. Once you and your child have signed, please return to your child's teacher. Thank you!

TEACHER PLEDGE

The school plays a very important role in developing learning skills for life. To enhance your child's education and success in school, I will make every effort to:

- Provide a safe, nurturing environment in which students can learn.
- Communicate your child's progress through conferences, meetings, progress reports and other available means.
- Maintain high expectations for every student.
- Enforce school and classroom rules fairly and consistently.
- Maintain professional behavior and a positive, supportive mindset.
- Provide high-quality curriculum and instruction in an environment that enables children to meet state standards.

Teacher's Signature _____ Date _____

STUDENT PLEDGE

I realize that my education is important, and I am responsible for my own success. Therefore, I will make every effort to:

- Be Safe, Be Respectful, Be Responsible
- Come to school every day and on time ready to learn and work hard.
- Complete all my work to the best of my ability.
- Follow school and classroom rules.
- Be respectful toward all teachers, school staff, other students and families.
- Bring necessary materials, laptop, charger, and homework.
- Actively participate in class and ask for help when I need it.

Student's Signature _____ Date _____

PARENT PLEDGE

Parents and family are a child's first and most important teachers. To encourage my child's learning and success in school, I will make every effort to:

- Ensure that my child comes to school every day on time and ready to learn.
- Assist my child with daily homework.
- Provide a quiet place for my child to read every day.
- Make sure my child gets at least eight hours of sleep every night.
- Limit and supervise recreational technology (video games, TV, etc.).
- Attend school conferences and scheduled meetings.
- Maintain open lines of communication with my child's teacher and school staff.

Parent's Signature _____ Date _____

PLEASE RETURN THIS FORM SIGNED TO YOUR CHILD'S CLASSROOM BY October 30, 2026