



SEQUOIA ACADEMY

5900 Iroquois Road ❖ Westminster, California 92683

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English Learner Advisory Committee (ELAC)

Meeting #1 Agenda

October 27, 2025

Via Microsoft TEAMS: <https://tinyurl.com/SequoiaSSC>

Legal Requirements: (checked topics will be covered at *this* meeting)

X	Training (Roles & Responsibilities)	X	SPSA - Goals, Review & Input		ELPAC
X	Elect DELAC Representative	X	SPSA - Budget		Reclassification
	EL Programs & Services Con App		School Language Census	X	Home School Compact
X	Needs Assessment	X	Attendance Policies	X	Uniform Complaint Procedures

- I. Call Meeting to Order. The ELAC Meeting was called to order by Principal Tardif at 3:39pm.
- II. Roll Call
Members present: Alisha Tardif, Susana Moore (community liaison)
Members absent: Katie Do, Jenzy Diaz Guerra, Maria Tavera, Rebeca Torres, Tuan Tran
- III. Welcome & Introductions. Principal Tardif welcomed all in attendance and introductions were made.
- IV. Agenda Adoption - Meeting of ELAC on October 27, 2025. Principal Tardif reviewed the agenda.
- V. Minutes - Approval of [04-21-2025 Minutes](#) from last meeting. Susana Moore motioned to approve.
- VI. Public Comment/Communication to ELAC. There were not any public comments
- VII. Reports
 - A. [SPSA](#) Budget Update- Principal Tardif gave a budget update. The committee discussed how the site plans to spend the money as it's aligned to the site's SPSA. Parents had the opportunity to give input and asked questions about SPSA goals and program expenditures. The parents had no questions at this time.
 1. Title I Parent Involvement amount is \$3,000.
 2. Title I Budget amount is \$43,789.
 3. Full Total amount is \$91,249.
 - B. [Sequoia School-Parent Compact](#) Principal Tardif shared. No questions.
 - C. [Absences & Excuses](#) Principal Tardif shared. No questions.
 - D. [Chronic Absence & Truancy](#) Principal Tardif shared. No questions.
 - E. [Uniform Complaint Procedures/Policies](#) Principal Tardif shared. No questions.
- VIII. Old Business. None at this time as this is the first meeting of the 2025-26 school year.
- IX. New Business

- A. ELAC - Overview & [Training](#), [Spanish](#), [Vietnamese](#). Principal Tardif provided an overview and training of ELAC responsibilities. ELAC members did not have any questions.
 - B. Elections
 - 1. President - Presides over the meeting and signs reports where applicable **TBD at next meeting**
 - 2. Secretary - Records and keeps minutes of ELAC meetings **TBD at next meeting**
 - 3. DELAC Representative - **TUAN TRAN & REBECA TORRES** will attend District English Language Advisory Council (DELAC) meetings on 10/29, 1/21, 3/11, 5/6 to represent school & bring back info
 - C. [SPSA Overview](#): Development, Review, and Input ([Spanish](#), [Vietnamese](#)). Parents did not have any questions.
 - D. [Comprehensive Needs Assessment](#). Principal Tardif gave an explanation of the survey and asked parents to complete it in order to gather further data to drive future SMART Goal decisions for the school site. Principal shared the SMART goals with the ELAC team.
- X. Round Table/Discussion. There were no additional questions/discussions/items at this time.
- A. Upcoming Meetings: January 26, 2026 @ 3:40pm, May 11, 2026
- XI. Adjournment. A motion to adjourn by Principal Tardif at 3:52pm