POMELO COMMUNITY CHARTER

English Learner Advisory Council

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Los Angeles Unified School District
Pomelo Community Charter and Arts & Sciences Magnet
September 15, 2026
Zoom ID: 313 408 6972

English Learner Advisory Committee (ELAC) Orientation

Dear Families,

You are invited to join us for our first informational ELAC, English Learner Advisory Committee, meeting. During this meeting, we will read through the presentation slides together.

Topic: English Learner Advisory Committee (ELAC) Orientation
Presentation:
https://docs.google.com/presentation/d/1yTzZUt3IoZzWtLVx7G2oqc2mAlQ18bao/present

Date: Tuesday, September 15, 2026
Time: 8:15 am
Location: Parent Center
Zoom Link: https://lausd.zoom.us/j/3134086972?omn=88657226665

If you have any questions regarding the ELAC program, please direct them to Haleigh Ike, (818) 887-9700, haleigh.baker1@lausd.net

Los Angeles Unified School District
Pomelo Community Charter and Arts & Sciences Magnet
September 23, 2026
Zoom ID: 313 408 6972

ELAC Member Elections

Dear Families,

You are invited to join us for our monthly ELAC meeting. During this meeting, we will read through the presentation slides together.

Topic: Elections
Presentation:
https://docs.google.com/presentation/d/1_d8tUN0Vux1AMPJUOHb1c4Qxj_uxwe8c/edit?usp=sharing&ouid=108179903498223301083&rtpof=true&sd=true

Date: Wednesday, September 23, 2026
Time: 8:15 am - 9:00 am
Location: Parent Center
Zoom Link: https://lausd.zoom.us/j/3134086972?omn=88657226665

If you have any questions regarding the ELAC program, please direct them to Haleigh Ike, (818) 887-9700, haleigh.baker1@lausd.net

Los Angeles Unified School District
Pomelo Community Charter and Arts & Sciences Magnet
English Learner Advisory Committee (ELAC)

AGENDA

September 23, 2026
Time: 8:30 am
Location: Parent Center
Zoom ID: 313 408 6972

I.	**Welcome | Call to Order**	Haleigh Ike, Electioneer
II.	**Flag Salute**	Haleigh Ike, Electioneer
III.	**Election Presentation** https://docs.google.com/presentation/d/1_d8tUN0Vux1AMPJUOHb1c4Qxj_uxwe8c/edit?slide=id.p2#slide=id.p2	Haleigh Ike, Electioneer
IV.	**Nominations**	Haleigh Ike, Electioneer
V.	**Election**	Haleigh Ike, Electioneer
VI.	**Scheduling of next meeting**	Haleigh Ike, Electioneer
VII.	**Adjournment**	Chairperson

Agenda Posted:	**Via Weekly Bulletin 9/20/2026 and made available via website**
Next Meeting:	

To review or obtain copies of materials, please call the school's main office at 818-887-9700. To request a disability- related accommodation under the Americans with Disabilities Act (ADA), please call the office 818-887-9700 or email haleigh.baker1@lausd.net at least 24 hours in advance. Individuals wishing to speak under the Public Comment section on the agenda must sign up in the Chat before the start of the meeting.

Los Angeles Unified School District
Pomelo Community Charter and Arts & Sciences Magnet
English Learner Advisory Committee (ELAC)

MINUTES

September 23, 2026
Time: 8:15 am
Location: Parent Center
Zoom ID: 313 408 6972

I.	**Welcome/Call to Order: (Haleigh Ike, Coordinator)** welcomed the participants at **(time)** and informed participants that the election meeting was being recorded.
II.	**Flag Salute: (Haleigh Ike, Coordinator)** asked for a volunteer to lead the flag salute. **(Elysa Greenfield, Community Rep)** lead the flag salute.
.III	**General ELAC Overview: (Haleigh Ike, Coordinator)** gave a brief overview regarding the functions and responsibilities of the English Learner Advisory Committee, the roles and responsibilities of members and officers, and provided an explanation of the election procedures. She explained that according to the Guidelines, Pomelo Community Charter needed to elect a minimum number of 3 persons according to the number of English Learners (ELs) at the school site; more than the required minimum number of members can be elected, ensuring however, that the number of EL parents in the committee equals or exceeds the percentage of English Learners in the school. There was a period for questions and answers.
•	**Election of EL Delegate:** (Name, Title) Electioneer stated that only **ELAC members** can nominate and vote for the **EL Delegate**, and only **EL parent/legal guardian** members of the committee can be nominated for the **EL Delegate** position. The floor was opened for nominations. The following **EL parent/legal guardians** self-nominated. 1.(Irina Epshteyn) 2. (Darya Zolotov) 3. (Mercedes Avila) 4. (Trang Nguyen) No additional **EL Parent/legal guardians** self-nominated. The electioneer asked three times if any other **EL parent/legal guardian** of the committee was interested in self-nominating or nominating another **EL parent/legal guardian** member. Hearing no further nominations, she asked an **EL parent/legal**

	guardian to make a motion to close nominations and accept nominees as candidates. She recognized **(Irina Epshteyn)**. **Motion:** (Irina Epshteyn) made the motion to close the nominations and accept the nominees as candidates. The electioneer repeated the motion and asked for a second. She recognized **(Darya Zolotov)**. **(Darya Zolotov)** seconded the motion to close the nominations and accept the nominees as candidates. The electioneer displayed the Excel sheet with the motion and explained what a "Yes" vote meant and what a "No" vote meant. She reviewed the list of **EL parents/legal guardians** present in the room and asked if any **EL parent/legal guardian** member's name was missing. Seeing none, she reminded the **EL parents/legal guardians** to verbally state their full names and announce "Yes" or "No." She explained that votes from participants who did not identify themselves could not be accepted. She stated that there were 4 EL parent/legal guardians present.She visibly tallied the votes and announced the following results: 4 Yes and 0 No. The motion passed. There was only one nominee for the position of **EL Delegate;** a roll call vote was conducted to record the vote. The candidate was congratulated as the **EL Delegate** and was reminded that she would be seated as **EL Delegate** provisionally pending verification. She was given the floor to introduce herself to the participants.
•	**Election of Officers:** **Chairperson** (Haleigh Ike, Coordinator), Electioneer, stated that only **EL Parent/Legal Guardian** members are eligible to nominate and vote for the **Chairperson** position. Additionally, only **EL Parent/Legal Guardian** members of the committee are eligible to be nominated for **Chairperson.** The floor was opened for nominations. The following **EL parent/legal guardian** self-nominated: 1. Irina Epshteyn No other **EL parents/legal guardians** were nominated.

The electioneer asked three times if any other **EL parent/legal guardian** of the committee was interested in self-nominating or nominating another **EL parent/legal guardian** member of the committee. Hearing none, she asked an **EL parent/legal guardian** member to make a motion to close and accept the nominees as candidates.

She recognized **(Mercedes Avila)**.

Motion: (Mercedes Avila) made the motion to close the nominations and accept the nominees as candidates. The electioneer repeated the motion and asked for a second.

She recognized **(Darya Zolotov)**.

(Darya Zolotov) seconded the motion to close the nomination and accept the nominees as candidates. The electioneer displayed the Excel sheet with the motion and explained what a "Yes" vote meant and what a "No" vote meant.

She reviewed the list of **EL parent/legal guardians** present in the room and asked if any **EL parent/legal guardian** member's name was missing.

Seeing none, she reminded the **EL parent/legal guardian** members to verbally state their full names and announce "Yes" or "No." She explained that votes from participants who did not identify themselves could not be accepted.

She stated that there were 4 **EL parent/legal guardian** members present. She visibly tallied the votes and announced the following results: 4 Yes and 0 No. The motion passed.

There was only one nominee for the position of **Chairperson;** a roll call vote was conducted to record the vote.

The candidate was congratulated as the new **Chairperson** and was reminded that she would be seated as **Chairperson** provisionally pending verification and was given the floor to introduce herself to the participants.

Vice-Chairperson
(Haleigh Ike, Coordinator), Electioneer, stated that only **EL Parent/Legal Guardian** members are eligible to nominate and vote for the **Vice-Chairperson** position. Additionally, only **EL Parent/Legal Guardian** members of the committee are eligible to be nominated for **Chairperson.** The floor was opened for nominations. The following **EL Parent/Legal Guardian** self-nominated:
1. Darya Zolotov

There were no other **EL Parents/Legal guardian** members nominated.
The electioneer asked three times if any other **EL parent/legal guardian** member of the committee were interested in self-nominating or nominating another **EL parent/legal guardian** member. Hearing none, she asked an **EL parent/legal guardian** member to make a motion to close and accept the nominees as candidates.

She recognized **(Irina Epshteyn)** who made the motion.

(Irina Epshteyn) made the motion to close the nominations and accept the nominees as candidates. The electioneer repeated the motion and asked for a second.

She recognized **(Mercedes Avila).**

(Mercedes Avila) seconded the motion to close the nomination and accept the nominees as candidates. The electioneer displayed the Excel sheet with the motion and explained what a "Yes" vote meant and what a "No" vote meant.

She reviewed the list of **EL parents/legal guardian** members present in the room and asked if any **EL parent/legal guardian** member's name was missing.

Seeing none, she reminded the **EL parents/legal guardian** members to verbally state their full names and announce "Yes" or "No." She explained that votes from participants who did not identify themselves could not be accepted.

He / She stated there were 4 **EL parent/legal guardian** members present. She visibly tallied the votes and announced the following results. 4 Yes and 0 No. The motion passed.

There was only one nominee for the position of **Vice Chairperson;** a roll call vote was conducted to record the vote.

The candidate was congratulated as the new **Vice-Chairperson** and was reminded that she would be seated as **Vice-Chairperson** provisionally pending verification and was given the floor to introduce herself to the participants.

Secretary:
(Haleigh Ike, Coordinator), Electioneer, stated that any **ELAC member** may self-nominate, nominate, and vote for the **Secretary** position. Additionally, any **ELAC member** may be nominated for the position of **Secretary**. The floor was open for nominations. The following **ELAC members** self-nominated:

1. Trang Nguyen

No other **ELAC members** were nominated.
The electioneer asked three times if any other **member** was interested in self-nominating or nominating another **member**. Hearing none, she asked a member to make a motion to close and accept the nominees as candidates.

She recognized **(Irina Epshteyn)** who made the motion.

Motion: (Irina Epshteyn) made the motion to close the nominations and accept the nominees as candidates.
The electioneer repeated the motion and asked for a second.
She recognized **(Darya Zolotov).**

(Darya Zolotov) seconded the motion to close the nomination and accept the nominees as candidates. The electioneer displayed the Excel sheet with the motion and explained what a "Yes" vote meant and what a "No" vote meant.
She reviewed the list of **members** present in the room and asked if any ELAC member's name was missing.

Seeing none, she reminded the ELAC members to verbally state their full names and announce "Yes" or "No," and explained that votes from participants who did not identify themselves could not be accepted.

She stated there were 4 ELAC members present. She visibly tallied the votes and announced the following results. 4 Yes and 0 No. The motion passed.

There was only one nominee for the position of Secretary; a roll call vote was conducted to record the vote.

The candidate was congratulated as the new **Secretary** and was reminded that she would be seated as **secretary** provisionally pending verification and was given the floor to introduce herself to the participants.

Parliamentarian:
(Haleigh Ike, Coordinator), Electioneer, stated that any **ELAC member** may self-nominate, nominate, and vote for the position of **Parliamentarian.** The floor was open for nominations. The following **ELAC members** self-nominated:
1.Mercedes Avila

No other members **members** were nominated. The electioneer asked three times if any

	other **member** was interested in self-nominating or nominating another **member**. Hearing none, she asked a member to make a motion to close and accept the nominees as candidates. The electioneer repeated the motion and asked for a second. She recognized **(Trang Nguyen)** who made the motion. **Motion: (Trang Nguyen)** made the motion to close the nominations and accept the nominees as candidates. The electioneer repeated the motion and asked for a second. She recognized **(Irina Epshteyn)**. **(Irina Epshteyn)** seconded the motion to close the nomination and accept the nominees as candidates. The electioneer displayed the Excel sheet with the motion and explained what a "Yes" vote meant and what a "No" vote meant. She reviewed the list of **members** present in the room and asked if any ELAC member's name was missing. Seeing none, he / she reminded the ELAC members to verbally state their full names and announce "Yes" or "No," and explained that votes from participants who did not identify themselves could not be accepted. He / She stated there were 4 ELAC members present. She visibly tallied the votes and announced the following results. 4 Yes and 0 No. The motion passed. The candidate was congratulated as the new **Parliamentarian** and was reminded that she would be seated as **Parliamentarian** provisionally pending verification and was given the floor to introduce herself to the participants. The electioneer presented the newly elected **ELAC officers** to the participants and reminded them that they were seated provisionally pending verification. **The election process was concluded. BALLOT HERE**
V.	**Announcements: (Haleigh Ike, Coordinator) made the following announcements:** **The planning meeting for the first official ELAC Meeting will take place (October 23, 2026, 8:15 a.m., Parent Center/Zoom)** **1st ELAC meeting will take place (date, time, location)** **(Additional announcements)**
VI.	**Adjournment: (Name, newly elected ELAC Chairperson) adjourned the meeting at (8:55a.m.)**

Los Angeles Unified School District
Pomelo Community Charter and Arts & Sciences Magnet
English Learner Advisory Committee (ELAC)

AGENDA

Topic: **ELAC Officer Training (Minutes)**
Date: October 9, 2026
Time: **8:15 am**
Location: **Parent Center**
Zoom ID: 313 408 6972

I.	**Welcome	Call to Order**	Haleigh Ike
II.	**Flag Salute**	
III.	**Public Comment**	
IV.	**Roll Call	Establish Quorum**	
V.	**Review and Approval of Minutes**	
VI.	**Principal Update**	
VII.	**Unfinished Business**	
VIII.	**Presentation(s)** • 2026-2027 ELAC_Officer_Training-Bilingual.pptx • 2026-2027 ELAC_Membership Training-Bilingual_260819.pp... • ELAC Officer Training Facilitator Guide.pdf **Part I:** ELAC Membership Training • ELAC Composition • Responsibilities of the ELAC • Resources and the Why of the English Learner Advisory Committee • Your Voice Matters • Questions and Answers **Part II:** ELAC Officer Responsibility • Chairperson • Vice-Chairperson • Secretary • Parliamentarian • Questions and Answers	

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IX.	**New Business** • 2026-2027 ELAC Syllabus for Designees	
X.	**Announcements**	
XI.	**Adjournment**	

Agenda Posted:	Live document updated on the website
Next Meeting:	

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