



COMMUNITY ADVISORY COMMITTEE

Wednesday, December 6, 2023

10:00 a.m. - 12:00 p.m.

Minutes

Call to Order

Ariel Harman Holmes, Chairperson called the meeting to order at 10:04 am.

Pledge of Allegiance

Erika LaBrie Howell, CAC member led the pledge of allegiance.

Public Comment

Paul Robak, Parliamentarian announced the public speakers the following addressed the committee:

1. Diane Huerta from TASK a non-profit organization that support people with disabilities. You may contact her at 626-300-1043 or via email alhabraoffice@taskca.org
2. John Perron reflected on his service as the former CAC chairperson.

CAC Chairperson's Report

Ariel Harman Holmes, Chairperson gave a report on the following:

- Change for the meeting time from a three-hour meeting to 2-hours this will be our 1st attempt. The new meeting time will be 10:00 am to 12:00 pm.
- The meeting presentation will be pre-recorded and made available to all members and posted on the CAC website to the public to view. During the meeting the presenters will answer any questions/concerns.
- Today Division of Special Education we will share information about the Local Plan Advisory Committee which CAC will be a part of. Members will have an opportunity to self-nominate today, if you are selected you will have until Monday, December 11, 2023, to inform SFACE if you are not able to serve.
- All subcommittees will be activated. We will discuss later in the meeting.

A brief question and answer session followed.

Roll Call/Establish Quorum

Ariel Harman Holmes, Chairperson explained the new protocol for conducting roll call, members will be marked present as they are joining the zoom meeting Paul Robak will assist with roll call. Alternates were seated in place of absent representatives. A quorum was established with 27 voting members.

Division of Special Education (DSE) Update

Dr. Jose Soto, Executive Director and Kristin Lambert, Administrator Data, Planning, and Operations

Division of Special Education gave an update on the following:

- IEP Team meeting: From July 1, 2023 to October 31, 2023 24,400 IEP meeting have been held.
- Winter Academy: December 18-20 selected schools will host winter academy a website was provided for which schools will be hosting and for frequently asked questions information.
- Tutoring is available for students, visit <https://www.lausd.org/page/18677> for more information.
- Regional Ambassador: LAUSD has begun three engagement pathways these sessions are hosted at every regional office and designed specifically for families to serve as ambassadors for their students and school communities. The pathways focus on Students with Special Needs, English Learners, and the Local Control Accountability Plan. Meetings are held hybrid.
- LAUSD Special Education Local Plan Area (SELPA): This is a revision year for the plan, CAC members will have an opportunity to select representatives to serve on the Local Plan Advisory committee.

A question-and-answer session followed.

Presentation: Special Education Local Plan

The presenters were Kristin Lambert, Administrator

Lilia Moran, Compliance Coordinator Claudia Valladarez, Specialist, Parent and Community Engagement Liaison Division of Special Education. Members were encouraged to open the power point presentation The following was discussed:

- CAC monthly meeting topics approved by the members:
 - December-Local Plan Overview
 - January-Individualized education Program (IEP) and Section 504 Plan
 - February- Supporting the needs of all learners using iREADY
 - March-Early Childhood Special Education (ECSE)
 - April-Transition Services at the High and Middle Schools (DOTs)
 - May-Adult Transition Services
- Using the new format where the presentation will be prerecorded and shared with CAC members and the public, during the meeting a presenter will be present to address any questions and or concerns. Topic may be shift if presenters are not available, SFACE and officers will be informed in a timely manner.

- Ms. Lambert reviewed the objectives for today's presentation.
 - Objective one, to provide an overview of the Local Plan
 - Objective two, take a deeper dive in to sections A, B, D, and E attachments and certifications.
 - Objective three, review of the Local Plan Advisory Committee (LPAC) role and responsibility and CAC members nomination selection process.
- What is the SELPA Local plan and what does it mean for our students.
- Section A: Contacts information and certification that the CAC had an opportunity to review the plan and it was posted on the website.
- Section B: Governance and Administration: Describes the policies, procedures and programs of the SELPA, also how the plan was developed with stakeholders.
- Section D: Annual Budget Plan: Projects revenues and expenditure as allowed by the Individuals with Disabilities Education Act (IDEA)
- Section E: Annual Service Plan: describes the continuum of service options provided within the SELPA. The assurance outlines access to appropriate instruction and services for all students with disabilities from birth to age 22.
- Attachments: Identifies the Local Education Agency, projected special education revenue and expenditures.
- CAC bylaws were reviewed with a focus on the standing committees.
- DSE committed to developing an acronym catalog resources document.
- CAC LPAC Nomination and Selection Process was reviewed with the members including a meeting calendar. Members raised a concern regarding the imbalance of the committee, it is very heavy with DSE and UTLA wondering if other groups can be added such as SFACE, a representative for foster youth or incarcerated youth, school site administrator others that work with our youth. Ms. Lambert explained that they will be reaching out to other departments such as foster youth, charter team. We did not have the names to add to the documents, but they will be added. The CAC chairperson is an automatic member plus an additional six members from CAC.
- CAC members were asked to submit their name if they would like to serve on the committee, we will also have alternates.

Action Item

Approval of Minutes

Ariel Harman Holmes, Chairperson asked the members to review the election notes from November 6 and 7, 2023. Ms. Holmes asked if a member would make a motion to approve the November 6 & 7 CAC election notes as minutes. She reminded the members the language was on the screen. Bryan Davis moved to approve the CAC minutes for November 6 and 7, 2023 with all the necessary deletions, additions, and or corrections. The motion was seconded by Kelly Bedford. There was discussion on the motion. The result was 21 in favor, 0 against and 3 abstained. The motion passed.

Action Item

Selection of the LPAC Members

Kelly Bedford, Training and Education Ingrid Levy, Public Relations placed members name on a wheel for a selection process the follow were selected to serve as members:

Ingrid Levy, Norma Gonzalez, Kristie Lacy, Bryan Davis, Paul Robak, and Ana Carrion

Selected to serve as alternates: Carolyn Pakes, Veronica Montano Sanchez, Brandee Aguirre, and Arlaina Jackson. Alternates will be invited to the meeting but will not engage until a vacancy occurs.

Activation of CAC Standing Committees

Ariel Harman Holmes, Chairperson, announced that all the CAC standing committees will be activated for the 2023-2024 year. The standing committees will meet the 1st Wednesday of each month 10:00 am to 1:00 pm. We will have two standing committees meeting simultaneously. Each subcommittee will have a chairperson and secretary. The bylaws committee will meet most of the time using a Google document. SFACE will share the schedule for each of the committee meeting time. All members are welcome to attend any subcommittee.

Office of Student, Family and Community Engagement (SFACE) Update

Antonio Plascencia, Engagement Officer Office of Student, Family and Community Engagement. Members were asked to pull up their SFACE report. The following was discussed:

- Free metro card for LAUSD students
- Student success cards with the city of Los Angeles which provide students with museum passes, online learning resources and with access to books year-round.
- Majority of all schools have established their School Site Council (SSC) and/or English Learner Advisory Committee (ELAC)
- Strategic Plan and District update:
- Parent Portal and LAUSD mobile app the data indicate that 83% of families are linked to their student information.
- School Volunteer Program System has included new efficiencies that inform prospective volunteers and school staff of pending actions.
- In memoriam of a few parent leaders that have transitioned unto the next life, a moment of silence was offered.

A question-and-answer session followed the update.

New Business for Possible Action at Future Meetings

Ariel Harman-Holmes Chairperson, asked if any member had a recommendation for future business to be addressed by the committee at a later date. Carl Petersen requested to create an ad hoc committee to look at special education centers and special day classes. Ariel Harman Holmes stated this will be added to the next month's agenda. Kelly Bedford requested that information be shared with members regarding data on SpEd student referral and suspension from DSE.

Announcements

Ingrid Levy, Public Relations Officer reminded the members of the subcommittee meetings for January 10, 2024, 10:00 am to 1:00 pm. Next CAC business meeting will be January 17, 2024 10:00 am – 12:00 pm.

Action Item

Adjournment

Ariel Harman Holmes, Chairperson adjourned the meeting at 1:00 pm.