

**West End Special Education Local Plan Area
8265 Aspen Ave., Ste. 200
Rancho Cucamonga, CA 91730**

**COMMUNITY ADVISORY COMMITTEE
AGENDA**

February 06, 2024

5:30 p.m.

OPENING

A. Welcome and Reports

1. Introductions and Welcome
2. Approval of Agenda for February 06, 2024

- | | | |
|--------|--------|------|
| | | |
| Motion | Second | Vote |
3. Approval of CAC Minutes for November 07, 2023

- | | | |
|--------|--------|------|
| | | |
| Motion | Second | Vote |
4. Review Members Attendance
5. SELPA Administrators Report
6. District Reports

Facilitator

- Stephanie Varnon-Hughes
- * Stephanie Varnon-Hughes

- * Stephanie Varnon-Hughes

- * Stephanie Varnon-Hughes
- Ricky Alyassi
- Stephanie Varnon-Hughes

PUBLIC COMMENT

B. Public Comment

The West End SELPA Community Advisory Committee welcomes comments from visitors. Should anyone wish to make comments, he/she may voluntarily complete a public comment form located at the table in the back of the room. The Public Comment forms must be submitted *prior* to the beginning of the meeting. The forms will be collected by the recording secretary and given to the meeting facilitator. The Public Comment period is the opportunity for the public to address the members on (1) non-agenda items within the jurisdiction of the members, (2) items listed on the agenda. All public comment will be allowed (3) three minutes per item, if a member of the public desires to be heard on more than (3) three items appearing on the agenda, he/she will be allowed up to a total of (9) nine minutes to address all items non-agenda and agendized. Each agenda item will have a total of 21 minutes for public comment on one agenda item.

There will not be a separate opportunity to comment at the time each agenda item is addressed by the Council unless the item specifically involves an agendized public hearing. All public comments will be heard during the agendized public comment section B.

DISCUSSION ITEMS

C. Discussion Items

1. Annual Art & Writing Update * Ricky Alyassi
2. District CAC Appointments: Alta Loma, Central, Cucamonga, Mtn. View, and Mt. Baldy (even year) * Ricky Alyassi
3. The Art of Communication - Sharon Neault

4. Local Plan Update

- Ricky Alyassi

FUTURE AGENDA ITEMS/ADJOURNMENT

D. **Future Agenda Items**

- Stephanie Varnon-Hughes

E. **Adjournment**

- Stephanie Varnon-Hughes

Motion

Second

Vote

The meeting location for Community Advisory Committee will be held at 8265 Aspen Ave., Rancho Cucamonga, CA 91730. Agenda packets are available on the WESELPA website www.weselpa.net or you may request an agenda packet by calling (909) 476-6131, 72 hours before the scheduled meeting. A fee of ten cents (.10) per page will be charged for copied agenda packet.

*** Handout Included**

**** Handout to be distributed at the meeting**

- No Handout

NOTICE: Individuals requiring special accommodation, including but not limited to an American Sign Language interpreter, accessible seating, or documentation in accessible formats, should contact Natalie Vivar at (909) 476-6131, at least two days before the meeting date.

West End SELPA
Community Advisory Committee
 Meeting Minutes
 November 07, 2023

<u>District</u>	<u>Present</u>	<u>Absent</u>
Alta Loma		Gina Baker
Central	Freddy Cortez	
Chaffey Joint Union	Joanne Muehlich	
Chino Valley Unified	Brandy Gambino	
Cucamonga		Isabelle Acevedo
Etiwanda		Brian Stanley
Mountain View		
Mt. Baldy		Amanda Ramirez
Upland Unified	Stephanie Varnon-Hughes	
IRC Agency		Anthony Duenez
West End SELPA	Ricky Alyassi, Natalie Vivar, Julie Aviles	

CALLED TO ORDER:

Chairperson, Stephanie Varnon-Hughes called the meeting to order at 5:32 p.m.

A. ADMINISTRATIVE ITEMS

1. Introductions and Welcome

Introductions and welcome to all CAC committee members.

2. Acceptance of Agenda for November 07, 2023

Motion made by Freddy Cortez to accept the Community Advisory meeting agenda as presented, seconded by Freddy Cortez, motion carried on a 4-0-0-4 vote.

Ayes: Freddy Cortez, Joanne Muehlich, Brandy Gambino, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

The November 07, 2023 CAC meeting agenda was accepted as presented. No questions or comments from committee members.

3. Acceptance of CAC Meeting Minutes for September 05, 2023

Motion made by Freddy Cortez to accept the CAC meeting minutes as presented, seconded by Brandy Gambino, motion carried on a 4-0-0-4 vote.

Ayes: Freddy Cortez, Joanne Muehlich, Brandy Gambino, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

The CAC meeting minutes for September 05, 2023 were accepted as presented. No questions or comments from committee members.

4. Review of Member's Attendance

The chairperson reviewed members in attendance and recorded by the administrative assistant. No questions or comments from committee members.

5. SELPA Administrator's Report

The SELPA Chief Administrative Officer presented a video on Crisis Prevention Institute (CPI) training conducted by the West End SELPA, certifying 500 employees since 2020. The training provides de-escalation strategies for diverse district members, including special education staff, principals, administrators, superintendents, proctors, and on-campus supervisors.

6. District/Agency Reports

Central parent representative shared information about a training session for parents which will be discussed at the upcoming school board meeting. The training will focus on special education and communication.

Chaffey: No report provided.

Chino Valley parent representative shared information on their parent engagement center and will receive additional information from the director.

Upland Unified parent representative shared on the new SPACE (Special Education Advisory for Creating Excellence) committee, tailored for Upland parents to receive support through resources and guidance in special education. Additionally, a workshop on IEPs is planned, featuring individual workstations to offer guidance on the IEP process.

B. PUBLIC COMMENTS:

None.

C. DISCUSSION ITEMS

1. West End CAC Art & Writing Flyer – Reach for the Stars

The Chief Administrative Officer shared the CAC Annual Art & Writing flyer. No questions or comments from committee members.

2. District CAC Appointments: Alta Loma, Central, Cucamonga, Mtn. View, and Mt. Baldy (even year)

SELPA Chief Administrative Officer presented the District CAC Appointments: Alta Loma, Central, Cucamonga, Mtn. View, and Mt. Baldy (even year) No questions or comments from committee members.

3. In-House Counsel Quarterly Report

In-House Counsel presented the In-House Counsel Quarterly Report (Q1) and shared the July-September 2023 district utilization and legal services. No questions were provided by committee members.

D. Business Action Items:

1. 2023-24 CAC Revised Meeting Schedule

Motion made by Joanne Muehlich to accept the 2023-24 CAC Revised Meeting Schedule as presented, seconded by Brandy Gambino, motion carried on a 4-0-0-4 vote.

Ayes: Freddy Cortez, Joanne Muehlich, Brandy Gambino, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

No questions or comments from committee members.

E. Future Agenda Items:

The following agenda items will be added to the next business meeting: Parent Outreach Representative

F. Adjournment

Motion made by Brandy Gambino to adjourn the November 7, 2023 Community Advisory Committee meeting, seconded by Freddy Cortez, motion carried on a 4-0-0-4 vote.

Ayes: Freddy Cortez, Joanne Muehlich, Brandy Gambino, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

Meeting adjourned at 6:34 p.m.

2023/24 Community Advisory Committee Member Attendance														
District	Committee Member	Alternate	Member Type	Member Role	Year Appointed	Term Renewal Year	Odd/Even Year	Attendance						
								09/05	10/03	11/07	02/06	03/05	04/09	04/23
Alta Loma	Gina Barker	Aubry Kabia	Parent	Parliamentarian	2022	2024	Even	ALTP		EA				
Central	Freddy Cortez		Parent		2022	2024	Even	P		P				
Chaffey Joint	Jeanette Miura	Joanne Muchlich	Parent		2022	2023	Odd	ALTP		ALTP				
Chino Valley	Brandy Gambino		Parent		2023	2025	Odd	P		P				
Cucamonga	Isabelle Acevedo		Parent		2022	2024	Even	A		A				
Etiwanda	Brian Stanley		Parent		2023	2025	Odd	A		A				
Mt. Baldy	Amanda Ramirez		Parent	Secretary	2022	2024	Even	A		A				
Mountain View	Vacant		Parent			2024	Even							
Upland	Stephanie Varnon-Hughes	Tracy Anderson	Parent	Chair-Person	2023	2025	Odd	P		P				
Agency	Anthony Duenz		Agency Rep.			2023	Odd	A		A				
<p>The number of vacancies indicates the minimum number of new members needed to provide each district with two active representatives (at least one parent). Additional members are welcome.</p>								Legend						
								CAC Business Meetings						
								Presentations						
								Art & Writing Showcase						
								Meeting not held no quorum						
Presentation not held														
<p>A = Absent ALTP =Alternate Present EA = Excused Absence P = Present S = Start/Appointed W = Withdraw from Committee V = Voted Dismissed (absences)</p> <p>* Present for Presentation/Judging only</p>														




COMMUNITY ADVISORY COMMITTEE PRESENTS:
2023-2024

ART & WRITING SHOWCASE


This showcase is open to students with an IEP from participating districts within the West End SELPA. Each student may submit one entry that explores the theme "Reach for the Stars". We encourage students to use their imagination and creativity of reaching for their dreams and aiming high.



SUBMISSION DEADLINE: MARCH 15, 2024

 Award Ceremony
Wednesday, April 17, 2024

 6:30PM -8:30PM

 Gardiner Auditorium
Chaffey High School
1245 N Euclid Avenue
Ontario, CA 91762

Poetry	Mounted on Matte Board Max size 9" x 12"
Essay	Mounted on Matte Board Max size 9" x 12"
Photography	No framed entries Max size 16" x 20"
Visual Arts	No framed entries Max size 24" x 24"
Video	Recorded and shared on flash drive or provided via Google Docs (Max 3 minutes)
Musical Score	Recorded and shared on flash drive or provided via Google Docs (must be music of student) (Max 2 minutes)
Class Performance	Recorded and shared on flash drive or provided via Google Docs (Max 2 minutes)

See you there!

All participants who are present at the award ceremony will be entered in a raffle for an opportunity to win Disney Dollars!

Questions? Contact:
natalie.vivar@weselpa.net
(909) 476-6131



Community Advisory Committee Representatives

Community Advisory Committee representatives serve an important role as a liaison between the community and the district director of special education. Representatives recommend priorities for special education services, assist in parent education, and support activities on behalf of individuals with exceptional needs.

In accordance with the Community Advisory Committee bylaws, the **Alta Loma, Central, Cucamonga, Mtn. View, and Mt. Baldy** school districts shall appoint parent representatives in even-numbered years to the Community Advisory Committee for a two-year term, beginning July 1, 2024, and ending June 30, 2026. The representative should be a parent of a student residing and enrolled in the school district or a district-offered school program. The appointment is by the action of the District Board of Education.

Once the School District Board of Education has approved the appointment of the district representative, please forward the name, contact information for the representative, and a copy of the board approval to Natalie Vivar, Administrative Assistant, West End SELPA.