

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

**COMMUNITY ADVISORY COMMITTEE
AGENDA**

November 1, 2022

5:30 p.m.

OPENING

A. Welcome and Reports

- | | | | | |
|--|--------------------|--------|------|--|
| | Facilitator | | | |
| 1. Introductions and Welcome | - Lia Castillo | | | |
| 2. Approval of Agenda for November 01, 2022 | * Lia Castillo | | | |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Motion</td> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Second</td> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Vote</td> </tr> </table> | Motion | Second | Vote | |
| Motion | Second | Vote | | |
| 3. Approval of CAC Minutes for September 06, 2022 | * Lia Castillo | | | |
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| Motion | Second | Vote | | |
| 4. Review Members Attendance | * Lia Castillo | | | |
| 5. SELPA Administrator’s Report | - Ricky Alyassi | | | |
| 6. District Reports | - Lia Castillo | | | |

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 20 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. Art & Writing Showcase - Theme Options | ** Lia Castillo |
| <ul style="list-style-type: none"> • Reach for the Stars • Through our Eyes | |
| 2. West End CAC 2022-23 Presentation Topics | - Lia Castillo |

- October 4, 2022 – My Experience in Special Education (update)
 - February 7, 2023 – Social-Emotional Learning
 - March 7, 2023 – Transition Meetings
3. Legislative Day Attendees - Lia Castillo
 4. District CAC Appointments: Chaffey, Chino Valley, Etiwanda, Upland (odd year) * Ricky Alyassi

BUSINESS ACTION ITEMS

D. Business Action Items

1. Legislative Day Attendees - Lia Castillo

Motion	Second	Vote
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2. CAC Member Resignation - Lia Castillo

Motion	Second	Vote
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FUTURE AGENDA ITEMS/ADJOURNMENT

- E. Future Agenda Items - Lia Castillo
 - F. Adjournment - Lia Castillo
- | | | |
|--------|--------|------|
| 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
 September 06, 2022

<u>District</u>	<u>Present</u>	<u>Absent</u>
Alta Loma	Gina Barker	
Central	Carletta Loflin	
Chaffey Joint Union		
Chino Valley Unified		Lia Castillo
Cucamonga		Isabelle Acevedo
Etiwanda		James Cobb
Mountain View		
Mt. Baldy	Amanda Boyd-Ramirez	
Upland Unified	Stephanie Varnon-Hughes	
IRC Agency		
West End SELPA	Ricky Alyassi, Natalie Vivar, Julie Aviles	Tim Chatkoo

CALLED TO ORDER:

Chairperson Stephanie Varnon-Hughes called the meeting to order at 6:13 pm.

A. ADMINISTRATIVE ITEMS

1. Introductions and Welcome

Introductions and welcome of all CAC committee members.

2. Acceptance of Agenda for September 06, 2022

Motion made by Carletta Loflin to accept the Community Advisory Committee revised meeting agenda, seconded by Gina Barker, motion carried on a 4-0-0-4 vote.

Ayes: Carletta Loflin, Gina Barker, Amanda Ramirez, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

On September 06, 2022, the CAC agenda was accepted as presented. No questions or comments were provided by committee members.

3. Acceptance of Meeting Minutes for May 10, 2022

No motion was made. The meeting minutes for May 10, 2022, did not move forward.

Ayes: 0

Nays: 0

Abstain: 0

Absent: 4

SELPA Administrator shared a point of order, only one member was present at the last CAC meeting of those currently present for the September 9, 2022, meeting. Central and Mt. Baldy parent representatives motioned and rescinded after the point of order was announced.

Committee members inquired who was at the last meeting, Chairperson and SELPA Administrator addressed the question. No motion was made for meeting minutes for May 10, 2022 and did not move forward. No additional questions or comments were provided by committee members.

4. Review of Member's Attendance

Attendance notated by West End SELPA, Administrative Assistant. Correction to Mt. Baldy Representative's last name. No additional questions or comments were provided by committee members.

5. SELPA Administrators Report

SELPA Administrator, West End SELPA presented a thorough overview of the West End SELPA Organizational Chart, Administrator identified the structure and professional support of each department of the West End SELPA. No questions or comments were provided by committee members.

6. District/Agency Reports

Alta Loma representative shared their children's personal experience in Special Education and provided positive comments regarding service providers; parent shared their child's experience transitioning from 2nd to 3rd grade; parent representative will contact district to obtain future updates for Community Advisory Committee meetings.

Upland Unified representative did not provide a report; district currently does not have a Special Education Director.

Mt. Baldy representative shared school is now in session; provided positive comments regarding the RSP teacher and her method of teaching, and collaboration with staff and students.

Central representative shared their child's journey in Special Education at Coyote Canyon Elementary; parent representative will follow up with district to obtain updates for future Community Advisory Committee meetings.

SELPA Administrator shared the following districts will have new or currently have new Special Education Directors for 2022-23 school year: Central, Cucamonga, Chino Valley, Mt. Baldy and Upland Unified.

B. PUBLIC COMMENTS:

Rita Loof submitted two public comments. 1. Agenda Item B – Public Comment, non-agenda item – provided an introduction, shared personal experience and journey of her children with disabilities in Special Education; shared her experience with past SELPA Administrators and provided positive comments regarding current Administrator regarding recent changes that have occurred within the West End SELPA; shared the reputation of the West End SELPA to be litigious in past years; shared information regarding the Joint Risk Fund and the amount spent in litigation; shared the benefit of having in-house counsel in the West End SELPA and the potential amount of savings; shared how their community would like savings applied to programs, not litigation; shared information regarding Linda Mood Bell; encouraged committee members attend brown act training; addressed due process

cases not presented at board meetings 2. Agenda Item C-3B, Local Plan Committee – requested committee review the section of the Local Plan - CAC representatives. Time concluded for public comment.

Public comments concluded.

C. **DISCUSSION ITEMS**

1. **Fiscal Notifications**

Fiscal Consultant, West End SELPA, was not in attendance. Coordinator displayed a video recording of the Fiscal Consultant presenting a thorough review of the 2022-23 Projected AB 602 Funding Model.

Question from a committee member regarding low incidence. SELPA Administrator provided a detailed response. No additional questions or concerns were provided by committee members.

2. **West End CAC 2022-23 Presentation Suggestions**

Chairperson discussed the West End CAC 2022-23 Presentation Suggestions. CAC members discussed various suggestions and decided on the following topics: October 4, 2022- Student Experience, February 7 – Social-Emotional Learning/Skills, March 7 – Transition Meetings and April 25, 2023 – Art & Writing Showcase – Reach for the Stars and Through our Eyes. The committee would like to further discuss Art & Writing Showcase suggestions on November 1, 2022, business meeting. No additional comments were provided by committee members.

3. **Standing Committees**

Chairperson presented the Standing Committee descriptions, members were assigned to the following Standing Committees: Alta Loma Parent Representative to Art and Writing Contest and Awards Committee, Mt. Baldy Parent Representative to Local Plan Review and Legislative Committee, Central Parent Representative to Parent and Community Education Committee, Upland Parent Chairperson to Public Information and Membership Committee. No questions or comments were provided by committee members.

4. **District CAC Appointments: Chaffey, Chino Valley, Etiwanda, Upland (odd year)**

SELPA Administrator, West End SELPA presented the District CAC Appointments: Chaffey, Chino Valley, Etiwanda, Upland (odd year). No questions or comments were provided by committee members.

D. **Business Action Items**

1. **2022-23 CAC Secretary Nominations and Election**

Motion made by Carletta Loflin to accept 2022-23 CAC Secretary Nominations and Election, seconded by Gina Barker, motion carried on a 4-0-0-4 vote.

Ayes: Gina Barker, Carletta Loflin, Amanda Ramirez, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

Amanda Ramirez was nominated and accepted nomination as the 2022-23 CAC Secretary.

No questions or comments were provided by committee members.

2. 2022-23 CAC Parliamentarian Nominations and Election

Motion made by Carletta Loflin to accept 2022-23 CAC Parliamentarian Nomination and Election seconded by Amanda Ramirez, motion carried on a 4-0-0-4 vote.

Ayes: Gina Barker, Carletta Loflin, Amanda Ramirez, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

Gina Barker was nominated and accepted the nomination as the 2022-23 CAC Parliamentarian. No questions or comments were provided by committee members.

E. Future Agenda Items:

The following was suggested for future agenda item(s): Art & Writing Showcase Theme.

F. Adjournment

Motion made by Stephanie Varnon-Hughes to adjourn the meeting, seconded by Gina Barker, motion carried on a 4-0-0-4 vote.

Ayes: Gina Barker, Carletta Loflin, Amanda Ramirez, Stephanie Varnon-Hughes

Nays: 0

Abstain: 0

Absent: 4

Meeting adjourned at 8:14 p.m.

2022/23 Community Advisory Committee Member Attendance

<u>District</u>	<u>Committee Member</u>	<u>Member Type</u>	<u>Member Role</u>	<u>Year Appointed</u>	<u>Term Renewal Year</u>	<u>Odd/Even Year</u>	<u>Attendance</u>							
							<u>09/06</u>	<u>10/04</u>	<u>11/03</u>	<u>02/07</u>	<u>03/07</u>	<u>04/06</u>	<u>04/25</u>	<u>05/09</u>
Alta Loma	Gina Barker	Parent	Parliamentarian	2022	2024	Even	P							
Central	Carletta Loflin	Parent		2022	2024	Even	P							
Chaffey Joint	Jeanette Miura	Parent			2023	Odd								
Chino Valley	Lia Castillo	Parent	Chair-Elect	2021	2023	Odd	EA							
Cucamonga	Isabelle Acevedo	Parent		2022	2024	Even	A							
Etiwanda	Vacant	Parent			2023	Odd								
Etiwanda	James Cobb	Teacher/Staff		2021	2023	Odd	A							
Mt. Baldy	Amanda Ramirez	Parent	Secretary	2022	2024	Even	P							
Mountain View	Vacant	Parent			2024	Even								
Upland	Stephanie Varnon-Hughes	Parent	Chair-Person	2021	2023	Odd	P							
Agency	Robin Ferguson	Agency Rep.			2023	Odd	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 EA = Excused Absence P = Present S = Start/Appointed W = Withdraw from Committee V = Voted Dismissed (absences)</p>														
<p align="center">* Present for Presentation/Judging only</p>														

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 **Chaffey JUHSD, Chino Valley USD, Etiwanda SD, and Upland USD** school districts shall appoint parent representatives in odd-numbered years to the Community Advisory Committee for a two-year term, beginning July 1, 2023, and ending June 30, 2025. 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, and contact information for the representative to Natalie Vivar, Administrative Assistant, West End SELPA.