



Office of Student, Family & Community Engagement
Community Advisory Committee
CAC Officers' Election Meeting #1



Location: 1360 W. Temple Street, Los Angeles, CA 90026

Please click the link below to join the webinar:

<https://lausd.zoom.us/j/82492834928?pwd=rsgOkqa0aHDGimhGXZxXtDSy6WfN4b.1>

Passcode: 2026 --- Webinar ID: 824 9283 4928 -----Telephone: 1 213 338 8477

10:00 am – 1:00 pm

Wednesday, August 27, 2025 (Day 1)

Election Minutes Meeting #1

I. CALL TO ORDER/WELCOME

Welcome and opening remarks were provided by Diane Panossian, Administrator, at 10:00 a.m. She thanked the parents for coming and introduced the SFACE staff that support the CAC work. She also reviewed the language interpretation slides and the re-naming slides. She reminded parents that if they were having any issues with the zoom to please call (213) 481-3350 or email families@lausd.net.

Mrs. Panossian gave the floor to Lilia Moran Coordinator, Special Education Compliance, she thanked all the families and introduced the Division of Special Education Team.

Mrs. Panossian introduced and thanked Mrs. Ingrid Levy, former 2024-2025 CAC Chairperson, who provided words of welcome and support to all members. She encouraged members to join a subcommittee and become mentors, if possible.

Mrs. Levy reviewed the meeting norms.

II. PLEDGE OF ALLEGIANCE

The flag salute was led by _Olivia Hobsun_, CAC member in English. _Norma Gonzalez_, CAC member in Spanish.

III. SUPPORTING A WELCOMING AND SAFE ENVIRONMENT

Diane Panossian, Administrator, reminded participants that the following documents were reviewed during the orientation and highlighted their importance. The documents are as follows:

- ✚ Guidelines to Provide all Participants a Safe and Welcoming Environment
- ✚ LAUSD Operating Norms and Code of Conduct
- ✚ Rules of Decorum that are to be followed by the public.

She highlighted that Per CAC Bylaws: Persons of the public may sign up for public comment on a first-come, first-served basis as early as twenty-four (24) hours and no later than thirty (30) minutes prior to the start of the meeting by emailing families@lausd.net or signing up in person.

IV. PUBLIC COMMENTS

The public was allowed a limited time of two (2) minutes per speaker to address the membership (Pursuant to Board Rules 131-137).

Public Comment was facilitated by Diane Panossian, Director, who informed participants that the following participants had registered for Public Comment

1. Diana Guillen

V. **ROLL CALL/QUORUM**

Members were seated and roll call was conducted by Diane Panossian, Director and Gloria Acosta, Sr. Parent Facilitator. Quorum was established with **27** members present at 10:38 am. The quorum and time established was written in the chat.

VI. **ORIENTATION FOR PAC MEMBERS AND ALTERNATES**

Gloria Acosta, Sr. Parent Community Facilitator, reminded members that their attendance is vital. She reviewed the purpose of the Community Advisory Committee (CAC) and emphasizing the expectations for CAC members, the duties, responsibilities and expectations for CAC Officers. She informed the members that officers need to be able to dedicate at least 4.5 hours a month and reviewed the roles and responsibilities of each officer's position. She took a couple of questions. Mrs. Acosta introduced the key staff members that would be supporting the CAC, in addition to SFACE support staff.

REVIEW OF ELECTION GUIDELINES AND PROCESS

Election guidelines were distributed to all members via email and posted online, read, and reviewed by Eduardo Hernandez, Sr. Parent Facilitator. He reminded alternates that if they are not seated, they cannot vote. If they are seated, they can vote but can't run for any position.

ELECTION OF PAC OFFICERS

Gloria Acosta, the electioneer, thanked the outgoing CAC officers and then declared all seats vacant. She informed the members that they had **27** voting members present to win they must have **15** or more votes. Mrs. Acosta thanked all the officers from last year 2024-2025.

Mrs. Acosta informed members that CAC Chairperson and CAC Vice-Chairperson needed to be a parent of a Special Education and have been a member of the CAC for at least 1 year within the last five years. She asked if any of those Special Education parents worked for LAUSD, due to the fact that the CAC Bylaws state that the CAC Chairperson CAN NOT work for LAUSD and let them know that for CAC Vice-Chairperson it didn't matter. None of the qualify parents work for LAUSD currently. She read the following names:

Norma E. Gonzalez	Jahuanna Roberson (absent)	Kristie Lacy
Denissa Zapata	Shanita Rogers	Rachel Milman
Gabriela Rangel	Carolina Dunn	Yukiko Miyauchi

She informed the members that CAC Student Representative Officers would not take place because they were not present.

Mrs. Acosta informed the membership that the Training and Education Officer also had specific requirements according to their CAC Bylaws. Candidates must be representatives from any membership category. Candidates must have one year of verifiable experience as a CAC Member within the past five years.

Norma E. Gonzalez	Jahuanna Roberson (absent)	Kristie Lacy
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Denissa Zapata	Shanita Rogers	Rachel Milman
Gabriela Rangel	Carolina Dunn	Yukiko Miyauchi
Yoriko Hongo	Angelica Crawford	Sara Lucas
Ana Carrion		

There was a period of questions and answers

Chairperson

The floor was open for nominations for the position of **Chairperson**.

At 10:38 they had **27** voting members present to win they must have **15** or more votes. Mrs. Angelina Cardenas, Sr. Parent Community Facilitator, informed the members that two CAC members had to leave the meeting, bring our number of voting members present to **25** and the number of votes needed to win **14**. A second roll call was conducted to confirm the voting members. The following members were grayed out Vanessa Logan, Sara Lucas, and Mrs. Panossian informed us that Rachel Miman, and Ester Cruz. This brought our numbers to **23** members present and **13** votes are needed to win at **11:17 am**. Mrs. Acosta thanked the former 2025-2026 CAC officers for their dedication, and once again stated all seats were vacant.

She reviewed the responsibility of the CAC Chairperson and that they need to be a parent of Special Education that doesn't work for LAUSD.

The following representatives were nominated or self-nominated members were reminded not texting allowed:

	Candidates for Chairperson
1.	Kristie Lacy
2.	Norma Gonzalez

The Electioneer asked three (3) times if there are any other nominees, then asked the members to make a motion to close and accept the list of nominees for the position of **Chairperson**.

Ana Carron made the motion to close nominations. Maria Muran second the motion. Mrs. Acosta led a roll call vote. There were **22** in favor, **0** against, and **0** abstention.

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech.

Mrs. Acosta stated that there were **23** members present and that they needed **13** votes to be declared the winner. Following the speeches, Mrs. Acosta lead a role call vote. Each member voted. Members' votes were tallied. The following results occurred:

	Candidates for Chairperson	Number of Votes
1.	Kristie Lacy	13
2.	Norma Gonzalez	9

	Abstention	0
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Kristie Lacy was elected **2025-2026 Chairperson** to the Community Advisory Committee (CAC) with **_13_** votes.

Roll Call was taken Shanita Rogers did not respond – the number changed to **_22_** voting members at 11:48 am the Vice-Chairperson will need **_12_** votes.

Vice Chairperson

She reviewed the responsibility of the CAC Vice-Chairperson and that they need to be a parent of Special Education that doesn't work for LAUSD. The floor was open for nominations for the position of **Vice Chairperson**.

The following representatives were nominated or self-nominated:

	Candidates for Vice-Chairperson
1.	Norma Gonzalez
2.	Yukiko Miyauchi

The Electioneer asked three (3) times if there are any other nominees, then asked the members to close and accept the list of nominees for the position of **Vice-Chairperson**. Mrs. Acosta asked the members to make a motion to close and accept the list of nominees for the position of **Vice-Chairperson**.

Ana Carron made the motion to close nominations. Carolina Dunn second the motion. Mrs. Acosta led a roll call vote. There were **_22_** in favor, **_0_** against, and **_0_** abstention.

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Mrs. Acosta stated that there were **_22_** members present and that they needed **_12_** votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Vice-Chairperson	Number of Votes
1.	Norma Gonzalez	13
2.	Yukiko Miyauchi	9
	Abstentions	0

Norma Gonzalez was elected **2025-2026 Vice-Chairperson** to the Community Advisory Committee (CAC) **_13_** votes.

Student Representative

Mrs. Acosta informed members that, the two student representatives were absent and that the position would not be elected at this time.

Secretary

Mrs. Acosta reviewed the responsibility of the CAC Secretary. The floor was open for nominations for the position of **Secretary**.

The floor was open for nominations for the position of **Secretary**. The following representatives were nominated or self-nominated:

	Candidates for Secretary
1.	Jeanette Ramirez
2.	Yukiko Miyauchi

The Electioneer asked three (3) times if there are any other nominees, then asked the members to close and accept the list of nominees for the position of **Secretary**.

Mrs. Acosta asked the members to make a motion to close and accept the list of nominees for the position of **Secretary**.

Maria Duran made the motion to close nominations for secretary. Carolina Dunn second the motion. Mrs. Acosta led a roll call vote. There were 22 in favor, 0 against, and 0 abstention.

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Secretary	Number of Votes
1.	Jeanette Ramirez	8
2.	Yukiko Miyauchi	14

Yukiko Miyauchi was elected **2025-2026 Secretary** to the Community Advisory Committee (CAC) 14 votes.

Assistant Secretary

Mrs. Acosta reviewed the responsibility of the CAC Assistant Secretary. The floor was open for nominations for the position of **Assistant Secretary**.

The floor was open for nominations for the position of **Assistant Secretary**.

The following representatives were nominated or self-nominated:

	Candidates for Assistant Secretary
1.	Jeanette Ramirez

The Electioneer asked three (3) times if there are any other nominees, then asked the members to close and accept the list of nominees for the position of **Assistant Secretary**.

Mrs. Acosta asked the members to make a motion to close and accept the list of nominees for the position of **Assistant Secretary**.

Ana Carrion made the motion to close nominations for Assistant Secretary by acclamation. Norma Gonzalez second the motion. Mrs. Acosta led a roll call vote. There were 21 in favor, 0 against, and 0 abstentions

	Candidates for Assistant Secretary	Number of Votes
1.	Jeanette Ramirez	21

Jeanette Ramirez was elected **2025–2026 Assistant Secretary** to the Community Advisory Committee (CAC) with 21 votes.

Mrs. Acosta informed members that 1 more member, had left in the chat. Changing the voting number to 21 at 12:23 pm. You still need 14 votes to win.

Training and Education Officer

Mrs. Acosta reviewed the responsibility of the CAC Training and Education Officer. She reminded members that candidates must be representatives from any membership category. Candidates must have one year of verifiable experience as a CAC Member within the past five years. The floor was open for nominations for the position of **Training and Education Officer**.

The floor was open for nominations for the position of **Training and Education Officer**.

The following representatives were nominated or self-nominated:

	Candidate for Training and Education Officer
1.	Carolina Dunn
2.	Denissa Zapata

The Electioneer asked three (3) times if there are any other nominees, then asked the members to close and accept the list of nominees for the position of **Training and Education Officer**.

Mrs. Acosta asked the members to make a motion to close and accept the list of nominees for the position of **Training and Education Officer**.

Ana Carrion made the motion to close nominations for Assistant Secretary by acclamation. Carolina Dunn second the motion. Mrs. Acosta led a roll call vote. There were 21 in favor, 0 against, and 0 abstentions

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Mr. Eduardo Hernandez stated that there were _____members president and that they needed _____votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates Training and Education Officer	Number of Votes
1.	Carolina Dunn	2
2.	Denissa Zapata	19
6	Abstentions	

Denissa Zapata was elected **2025-2026 Training and Education Officer** to the Community Advisory Committee (CAC) with **19** votes.

Public Relations Officer

Mrs. Acosta reviewed the responsibility of the CAC Public Relations Officer. The floor was open for nominations for the position of **Public Relations Officer**.

The following representatives were nominated or self-nominated:

	Candidate for Public Relations Officer
1.	Juan Jose Mangandi
2.	Maria Duran
3.	Gabriela Rangel

The Electioneer asked three (3) times if there are any other nominees, then asked the members to close and accept the list of nominees for the position of **Public Relations Officer**.

Mrs. Acosta asked the members to make a motion to close and accept the list of nominees for the position of Public Relations Officer.

Jeanette Ramirez made the motion to close nominations for Public Relations Officer. Norma Gonzalez second the motion. Mrs. Acosta led a roll call vote. There were **21** in favor, **0** against, and **0** abstentions

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Mr. Eduardo Hernandez stated that there were _____members president and that they needed _____votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Public Relations Officer	Number of Votes
1.	Juan Jose Mangandi	3
2.	Maria Duran	8
3.	Gabriela Rangel	10

Due to the fact that we don't have a clear winner we will have a run off between the two highest vote getters.

	Candidate for Public Relations Officer
1.	Maria Duran
2.	Gabriela Rangel

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Mr. Eduardo Hernandez stated that there were _____members president and that they needed _____votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Public Relations Officer	Number of Votes
1.	Maria Duran	11
2.	Gabriela Rangel	9

Due to the fact we don't have a clear winner we will continue the election process tomorrow, August 28, 2025, at 10:00 am. It should be a shorter meeting, because we only have 2 positions to fill, Public Relations Officers and Parliamentarian.

The meeting ended at 1:13 pm, and will be continued on August 28, 2025, at 10:00 am same location and same zoom link.



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Passcode: 2026 --- Webinar ID: 824 9283 4928 -----Telephone: 1 213 338 8477

10:00 am – 1:00 pm

Continuation from Wednesday, August 27, 2025

Thursday, August 28, 2025 (Day 2)

Election Minutes Meeting #1

I. CALL TO ORDER/WELCOME

Welcome and opening remarks were provided by Diane Panossian, Administrator, at 10:00 a.m. She thanked the parents for coming and introduced the SFACE staff that would support the CAC election procedure. She also reviewed the language interpretation slides and the re-naming slides. She reminded parents that if they were having any issues with the zoom to please call (213) 481-3350 or email families@lausd.net. Mrs. Panossian reviewed the agenda of the day.

Mrs. Panossian gave the floor to Lilia Moran Coordinantor, Special Education Compliance, she thanked all the families and introduced the Division of Special Education Team.

Mrs. Panossian introduced reviewed the meeting norms.

II. PLEDGE OF ALLEGIANCE

The flag salute was led by _Olivia Hobsun_, CAC member in English. _Ana Carrion_, CAC member in Spanish.

III. SUPPORTING A WELCOMEING AND SAFE ENVIRNMENT

Diane Panossian, Administrator, reminded participants that the following documents were reviewed during the orientation and highlighted their importance. The documents are as follows:

- ✚ Guidelines to Provide all Participants with a Safe and Welcoming Environment
- ✚ LAUSD Operating Norms and Code of Conduct
- ✚ Rules of Decorum that are to be followed by the public.

She highlighted that Per CAC Bylaws: Persons of the public may sign up for public comment on a first-come, first-served bases as early as twenty-four (24) hours and no later that thirty (30) minutes prior to the start of the meeting by emailing families@lausd.net or signing up in person.

IV. PUBLIC COMMENTS

The public was allowed a limited time of two (2) minutes per speaker to address the membership (Pursuant to Board Rules 131-137).

Public Comment was facilitated by Diane Panossian, Director, who informed participants that the following participants had registered for Public Comment

1. Diana Guillen

2. Paul Robak

V. **ROLL CALL/QUORUM**

Members were seated and roll call was conducted by Diane Panossian, Director and Gloria Acosta, Sr. Parent Facilitator.

Quorum was established with 25 members present at 10:36 am. The quorum and time established was written in the chat. For today's elections we the candidates need 14 votes.

VI. **Continuation of Public Relations Officer Election from August 27, 2025**

Point of Clarification: Mrs. Panossian informed the members that there was a situation yesterday during the election procedures. One of the members informed us that she was in the room and we didn't allow her to vote because it was our understanding that she needed to be in the room prior to the start of the election. So a member made a point of order. Mrs. Panossian informed the membership that we researched the process for and the procedure is for one a member isn't present and then comes back. She did vote in the chat, Section 4556 of Roberts Rules of Order states that It is a fundamental principle of parliamentary law that the right to vote is limited to the members of an organization who are actually present at the time the vote is taken, and she was, in a regular or properly called a meeting although it should be noted that a member not need be present when the question is put. She didn't need to be present when the position was reviewed. We were recording the numbers on the yellow charts in the room 12:23 we had 21 voting members and we identified that we needed 12 votes for the winner. If we add the members vote to the count we have 22 voting members and still need 12 votes to win, because the Shanita Rogers, CAC member voted for Mrs. Duran in the chat, we will add that vote to yesterday's tally. (The tally sheet for Public Relations was projected and Mrs. Rogers vote was added to the tally sheet and there are 12 votes for Maria Duran and 9 votes for Gabriela Rangel.)

	Candidates for Public Relations Officer	Number of Votes
1.	Maria Duran	12
2.	Gabriela Rangel	9

Mrs. Panossian thanked the members that reached out to support the process by sharing their wisdom using Robert's Rules of Order. Mrs. Panossian gave the floor back to Mrs. Acosta so, she could continue as the electioneer.

Mrs. Acosta thank the members for their support and understanding. She introduced Maria Duran was elected **2025-2026 Public Relations Officer** to the Community Advisory Committee (CAC) with 12 votes. She reminded members that they were in the election process and no questions, would be taken.

Parliamentarian

Mrs. Acosta reviewed the responsibility for the Parliamentarian-Historian. The floor was open for nominations for the position of **Parliamentarian-Historian**.

Mr. Krowne, raised a point of order as defined in our bylaws a member of this committee includes alternates. All members, including alternates should be made panelist, because there is nothing in the bylaws that states that they can't, please look at page 5, ARTICLE III Membership – A. Definition: A member is defined as a representative or alternate elected by qualify category, by qualifying peers of such

category and appointed by the LAUSD Board of Education. **So, his Point of Order is that all alternates be promoted to panelist.** All alternates were promoted to panelist.

Reminder, we have 25 members present, the candidates need 14 votes to win.

The following representatives were nominated or self-nominated:

	Candidates for Parliamentarian-Historian
1.	Andrew Krowne
2.	Juan Jose Mangandi

The Electioneer asked three (3) times if there are any other nominees, then asked the members to close and accept the list of nominees for the position of **Parliamentarian-Historian**.

Mrs. Acosta asked the members to make a motion to close and accept the list of nominees for the position of Public Relations Officer.

Norma Gonzalez made the motion to close nominations for **Parliamentarian-Historian**. Maria Duran second the motion. Mrs. Acosta led a roll call vote. There were 21 in favor, 1 against, and 0 abstentions.

Each nominee was allowed up to **1 minutes 30 seconds** to give a speech. Mr. Eduardo Hernandez stated that there were members president and that they needed votes to be declared the winner. Following the speeches, members voted. Members' votes were tallied. The following results occurred:

	Candidates for Parliamentarian-Historian	Number of Votes
1.	Andrew Krowne	18
2.	Juan Jose Mangandi	5








Andrew Krowne was elected **Parliamentarian-Historian** to the Community Advisory Committee (CAC) 18 votes.

Student Representative

Mrs. Acosta informed members that, the two student representatives were absent and that the position would not be elected at this time.

VII. Seating of New CAC Officers for 2025-2026

Mrs. Acosta introduced the CAC Officers for 2025-2026 and congratulated all the newly elected officers.

-  **Chairperson:** Kristie Lacy
-  **Vice-Chairperson:** Norma Gonzalez
-  **Secretary:** Yukiko Miyauchi
-  **Assistant Secretary:** Jeanette Ramirez
-  **Training and Education Officer:** Denissa Zapata
-  **Public Relations Officer:** Maria Duran
-  **Parliamentarian-Historian:** Andrew Krowne

Mrs. Kristie Lacy, CAC Chairperson thanked the members and stated that she was excited about the new year.

VIII. **Presentation from the Division of Special Education**

Lilia Moran, Special Education Coordinator Division of Special Education presented the prioritization of proposed meeting topics based on feedback from the 30 CAC members submitted the Training Session Priorities Google form. The list of topics for 2025–2026 is as follows:

1. Understanding Executive Function & Supporting It at Home
2. Positive Behavior Supports for Home and School
3. Building Communication Skills
4. Transition Planning – From School to Adult Life
5. The IEP Process and the Local Plan’s Role
6. Equity, Inclusion and Access in the Local Plan
7. Identifying and Understanding Your Child’s Needs
8. Understanding Deaf Education: Supporting Every Child’s Journey

She reviewed the 12 comments that were submitted by the members

IX. **ANNOUNCEMENTS**

Mrs. Lacy invited members to the CAC Officer Training and Agenda Planning Wednesday, September 3, 2025 from 10:00 am–12:00 pm and review the CAC 2025–2026 Calendar of meetings.

Mrs. Lacy encouraged members to join subcommittees and to contact her if they had any questions.

X. **ADJOURNMENT**

Mrs. Lacy thanked all the members and stated that she was looking forward to working with all of them and to contact her if they needed anything. The meeting was adjourned at 11:50 am.

Submitted by: Gloria Acosta,
Sr. Parent Community Facilitator
Office of Student Family and Community Engagement