

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
**Office of Student, Family and Community Engagement**  
**COMMUNITY ADVISORY COMMITTEE(CAC)**

Wednesday, December 3, 2025, 10:00 a.m.

**Minutes**

**I. Call to Order**

The meeting was called to order by Kristie Lacy, Chairperson, at 10:00 a.m. The names and emails of the officers were introduced. The interpretation services and the renaming steps on the Zoom screen were reviewed by Denissa Zapata, Training and Education Officer. Norma Gonzalez, Vice Chairperson, reviewed the meeting norms.

**II. Pledge of Allegiance**

Pledge of Allegiance was led by Olivia Hobson in English and by Ana Carrion in Spanish.

**III. Public Comments**

Andrew Krowne, Parliamentarian-Historian announced that there are no public comments signed up either in person or online.

**IV. Chairperson's Report**

Kristy Lacy, Chairperson, announced that timed sharing will be reinstated in meetings to help keep discussions on schedule and ensure the meeting ends on time. Members were invited to a budget meeting on December 1st and learned that LAUSD is projecting a \$1.6 billion deficit by 2027-2028 due to declining enrollment and the expiration of COVID-era funding. Some proposed cost-cutting measures may negatively affect special education, including a push to place students in special day programs primarily based on proximity. She emphasized that placements must be based on student needs, not cost or convenience, and that budget issues should not influence IEP decisions. The CAC, PAC, and DELAC chairs plan to discuss next steps together. Inclusive Schools Week is next week, with resources available for school activities (<https://inclusionmatters.org/launified>, [inclusiveschools.org](https://inclusiveschools.org)). Life After High School Fair, paired in partnership with Regional Center is being held today from 5-7 p.m. at Lowman CTC. There was a question-and-answer period.

**V. Division of Special Education (DSE) Update**

Dr. Jose Soto, Executive Director of Division of Special Education, provided the following updates.

**UPDATE AND HIGHLIGHT**

Coffee with the Region Special Education: These sessions are like last year's "Listen and Learn Campaign" and are offered in hybrid format. Sessions in Regions East, South and North have already ended. Region West session is on December 8th, 2025, at Webster Middle School. The zoom link and the details are in the CAC monthly report.

School and Family Support Services (SFSS) department has released updated brochures available in 11 languages. SFSS assists parents and guardians with inquiries, concerns, or complaints related to special education or a child's IEP. The pamphlet contains information about office hours, phone numbers, contacts, and email.

## **DATA & METRICS**

24,439 IEPs were conducted between July 1, 2025-October 31, 2025. As of October 31, 2025, 68,936 students with disabilities were enrolled in District Schools.

## **PARENT & COMMUNITY ENGAGEMENT**

Special Education Region Ambassador session, "Helping Your Child Thrive: Supporting Instruction at Home" will be held in each region. Refer to each regional session schedule on CAC monthly flyer.

## **PROFESSIONAL DEVELOPMENT AND TRAINING FOR STAFF**

The following are professional development sessions that have taken place so far: Foundations of Modified Core Curriculum Instructional Training, Unique Learning System 2.0, Assessment tools, Community-based instruction 3.0 and Diploma information sessions.

## **LEGISLATIVE UPDATES**

There are no legislative updates.

## **RESOURCES /UPDATING EVENTS/REMINDERS**

Winter Academy will take place on January 5th through 9th. The digital application closes today, but parents may still submit a paper application to their school of attendance.

CAC Midyear Election will be held on December 12th to fill two CAC vacancies: one representative and one alternate for a parent of a student in general education. The election will be by hybrid format.

## **CONTACT INFORMATION**

The contact information has been updated and is included in the CAC monthly report. There was a question-and-answer period.

## **VIII. LAUSD Board Member Greetings**

Due to the schedule change, agenda VIII. LAUSD Board Member Greetings started before VI. Roll Call/Establish Quorum and VII. Action Item.

Scott Schmerelson, LAUSD Board President, Board District 3 Member, and a longtime LAUSD educator, shared his strong commitment to special education. He described his past work managing IEPs to ensure families understood their rights and received full support. He emphasized that the Board of Education exists to serve children, not operate as a business. Although the federal government continues to underfund special education, he reassured families that LAUSD will protect special education services, staffing, and programs. All board members are committed to prioritizing students with disabilities. He encouraged families not to worry about cuts to IEP services. There was a question-and-answer period.

## **VI. Roll Call/Establish Quorum**

Yukiko Miyauchi, Secretary and Jeanette Ramirez, Assistant Secretary, took roll call and established a quorum with a total of 23 voting members present at 11:20 a.m.

## **VII. Action Item**

Ana Carrion moved the motion to approve the minutes for November 19th, 2025, with corrections and additions by Consensus. The motion was seconded by Gabriela Rangel. 21 members voted in favor, 1 member voted against, and 0 members abstained. The motion passed.

## **IX. Summary of Presentation**

Lilia Moran, the Division of Special Education Compliance Coordinator, reviewed the summary of the presentation: *The IEP Process and the Local Plan's Role*. She outlined key IEP terms and reviewed the major steps in the IEP process—from referral and assessment to eligibility, IEP development, and monitoring. She highlighted core IEP components such as present levels, annual goals, and services, and offered examples of helpful questions parents can ask during meetings.

She explained that the Local Plan describes how LAUSD provides special education services, ensures compliance with state and federal laws, and supports a full range of placement options so students receive FAPE in the least restrictive environment.

Resources such as the SELPA Local Plan (2024–2027), the Parents' Guide to Special Education, and the IEP & You guide, and ITP & You guide are available online and in office (Division of Special Education/SFACE) for families. To align the topic with the Local Plan, she referenced the CAC syllabus for December 3rd, which includes a guiding question and page numbers related to the IEP process.

There was a question-and-answer period.

## **X.LAUSD Board Special Education Committee Update**

The upcoming meeting will be at 3:00p.m. on January 8th, 2026.

## **XI. New Business for possible action at future meetings**

Norma Gonzalez, Vice Chairperson, invited CAC members to share contributions or suggestions for next year's committee work. CAC members are encouraged to share ideas or concerns they want addressed. They can submit them in writing to the chairperson, the vice chairperson, or directly to the committee for future consideration.

## **XII. Subcommittee Update**

There are no subcommittee updates

## **XIII. Office of Student, Family and Community Engagement (SFACE) Update**

Antonio Plascencia, Jr., Senior Director made an announcement based on the SFACE report, and highlighted the mid-year districtwide CAC election, food assistance, Winter Academy, Equity Course Pathways, and the Los Angeles Unified Student Wellness and Family Hotline.

## **XIV. Announcements**

Maria Duran, Public Relations, announced the upcoming meetings:

- CAC monthly meeting: 10:00 a.m.-12:00 p.m. on January 21st, 2026
- CAC agenda planning meeting: 10:00 a.m. -11:30 a.m. on January 28th, 2026
- CAC subcommittee meeting: 10:00 a.m.-1:30 p.m. on Feb 4th, 2026.

Lucio Garcia, Administrative Coordinator from SFACE announced that the registration form for the conference attendance opportunities sponsored by SFACE will be closed at 5:00 p.m. December 3rd, 2025.

## **XV. Adjournment**

The meeting was adjourned at 12:15p.m.

Minutes submitted by Yukiko Miyauchi, CAC Secretary