

**Office of Parent and Community Services**  
**Community Advisory Committee Meeting**  
**Minutes**  
**Wednesday, February 21, 2018**

**CALLED TO ORDER**

Sharnell Blevins, Chairperson called the meeting to order at 10:09am.

**PLEDGE OF ALLEGIANCE**

Lisa Mosko, led the Pledge of Allegiance.

**PUBLIC COMMENT**

Paul Robak, Parliamentarian, facilitated public comment. *Sean and Whitley, 2 undergraduate students from UCLA reported on a program to support children of parents who have died of cancer. Free camps are available called Camp Kesem; the next camp dates in 2018 are in late June and early July. A handout was given to sign up. Alma Zuniga said that she had a special education 8-year-old child in the 3rd grade. When he is in trouble, he is sent to the office for two hours so he misses education.*

*Lorraine Mc Donald and Kedrin Johnson CEO of WAYS Home Care and Health Agency, LLC, talked about respite care and handed and information brochure.*

**SEATING OF ALTERNATES**

Sharnell Blevins, CAC Chairperson informed the members that a few members had resigned and that we would like to welcome the alternates who now will be representatives. She introduced them to the body.

**ROLL CALL/ESTABLISH QUORUM**

Ana Carrion, Secretary took roll at 10:20am. Sharnell Blevins announced that there were 16 members present, and at this time, we have no quorum but we have until 11am to reach a quorum. At this time, we cannot take any action so we will move the minutes and the unfinished business down. I will give my Chairperson report.

**CHAIRPERSON'S REPORT**

Sharnell Blevins, chairperson gave her apologies for not having her chair report in writing but would have it in next month's packet. Sharnell gave an update on the local plan revision meeting held on February 14<sup>th</sup>, the meeting consisted of review of the local plan from 2012, in our March meeting, we will use the meeting to review the revisions. She further stated that Pedro Salcido informed her that the state had determined that Special Ed would come under LCAP. Sharnell asked that the Special Education division bring more information regarding that. After her report, a few members had questions.

**Establishment Of Quorum**

Sharnell Blevins, Chairperson announced at 10:27 am that we have reached quorum with 17 members present. Now we can go back to the action item that we skipped, approval of minutes and unfinished business.

**Approval of Minutes**

Member Mosco mentioned that her comments had not been recorded. It was explained that every comment that is made is not recorded in the minutes, however if she wanted something to be reflected in the minutes if

she could clearly state that. This is the correction to be added to the Parent Involvement Report at the top of page 3: *"Incidentally, parent satisfaction with their involvement in the IEP process is very different than the data collected. Some reasons this may occur are: 1. Many kids in need are denied evaluations and eligibility to SPED, 2. IEP meetings can be contentious, as parents advocate for services that the LEA may not want to give for a variety of reasons, and parents may be afraid to say they did not feel included in the process and check "no". 3. Many times the LEA checks "yes" in the box for the parent, whereas the parent may have checked "no".*

#### **Motion**

Kathy Kantner moved to accept the minutes with the necessary additions, deletions and corrections. Rosa Villegas seconded the motion. 12 were in favor, 3 against and 1 abstained. The motion passed.

### **Unfinished Business**

#### **Motion**

Bylaws Pending Motion, formation of ad hoc committee on CAC bylaws.

Sharnell Blevins reintroduced the motion from the February meeting. The motion reads: "Kathy Kantner moved that an ad-hoc committee with no more than 16 members be formed to review and make recommendations to the CAC regarding updated bylaws" and report back to the committee at the April 2018 meeting. Ana Carrion seconded. A member thought that it was a Brown Act violation, but the legal team said that since it was on the agenda, it was not. The voting results were 14 in favor, 1 against with 2 abstentions. The motion passed.

Members self-nominated for the committee, there were 4 nominations: Paul Robak, Claudia Lozano, Jacquelyn Smith Conkleton and Ana Carrion.

### **Parent and Community Services Update**

Dr. Rosalinda Lugo, Administrator, wished everyone a happy Valentine's Day. She reflected on the events at Sal Castro Middle School and said that the PCS staff went there to assist. The school went on Lockdown, which means no one enters or exits. The big District message is "If you see something, say something". Dr. Lugo then read the Board resolution reaffirming commitment to respectful treatment of all persons. The CAC is invited to Legislative Day in Sacramento in May. A board member suggested a committee of the whole in March. She also went over the norms of the meeting on display on each table.

### **Division of Special Education greetings and Updates**

Beth Kauffman, Associate Superintendent along with Veronica Smith, MCD Director MCD Monitoring/Special Education Policies and Procedures and LaTanya Tolan, Specialist Parent and community Liaison MCD Monitoring/special Education Policies and Procedures made a presentation from 11:18 to 12:00. Each table had to analyze 1 or 2 pages of data in the green handout (see attached).

**Local Plan Section XI Literacy: Dyslexia Update**, Diana Inouye, Coordinator, PK-12 Instruction, Division of Special Education made a presentation from 12:01 until 12:30.

#### **Motion**

A motion by Jacquelyn Smith Conkleton, seconded by Ana Carrion to "extend the meeting until we ask questions to special Ed about Dyslexia and understand the difference between SLD and Dyslexia." 6 approved, 4 said no and 5 abstained. The motion did not pass since there was no majority.

Member Robak said that the agenda was too stuffed to be able to ask questions. Sharnell Blevins said that one could not extend time much since there is another meeting after this one.

**Motion**

At 12:50, member Newman made a motion to extend the meeting by 10 minutes, Ana Carrion seconded the motion. Zella Knight asked whether there was quorum, since only 15 were present there was no quorum. Due to lack of quorum, no vote was taken.

**Announcements from members and PCS Staff**

Linda Hall, Vice-Chair announced the upcoming African American Day at Gardena High School on February 24 as well as the Superintendent's meeting at Roybal on the 22nd of February. Dr. Lugo said that there would be many more trainings for parents and pointed also to a sheet with all the upcoming parent workshops by the 6 local districts, included in members' packages.

**Adjournment**

At 12:58pm, Sharnell Blevins, Chairperson adjourned the meeting.

Respectfully submitted,  
Ana Carrion, CAC Secretary