



LOS ANGELES UNIFIED SCHOOL DISTRICT  
PARENT, COMMUNITY AND STUDENT SERVICES



## COMMUNITY ADVISORY COMMITTEE

Parent, Community and Student Services  
1360 W. Temple Street, Los Angeles, CA 90026  
(213) 481-3350

PCSS Auditorium  
Wednesday, February 17, 2016  
10:00 a.m. – 1:00 p.m.

### Minutes

Administrators present: Mrs. Rowena Lagrosa, CEO, Alvaro Alvarenga, Administrator

#### I. Welcome/Call to Order

Kathy Kantner, CAC Chairperson called the meeting to order at 10:11 am. She welcomed the members and other attendees.

#### II. Pledge of Allegiance

The Flag salute was led by Carla Vega, CAC member.

#### III. Parent Community and Student Services Update:

Mrs. Lagrosa Chief Executive Officer of PCSS gave the members and the guests a brief update. She stated that Susan Arguello from the Special Ed Administration will address the committee as well as Emily Kuwahara who will be our liaison with the Special Ed branch along with Lisa Garcia to ensure proper integration into general education. She also reminded everyone that this was the last week to submit the School Experience Survey as the deadline was the 18<sup>th</sup>. She pointed out the info grams PCSS makes from the results which help School Site Councils inform and influence budgeting decisions.

Mrs. Lagrosa also mentioned the PASSport program whereby now every parent can register to read about their child's information 24/7. It follows the Shaundra Smith consent decree and it is a natural progression of MiSiS (My Integrated Student Information System).

#### IV. Public Comment:

*Five speakers, two minutes each*

Public Comment was facilitated by Kathy Kantner, CAC Chairperson, there were no public comments.

#### V. School Community Praise Reports was facilitated by the CAC Chairperson

Kathy then led everyone in a Grounding Activity. Everyone stood and took turns stating something they were happy about.

Among the participants today was a representative from CSUN as well as an RSP teacher who is also a UTLA representative. Dr. Miranda Raouf, Principal of Pio Pico Middle School praised the important work of the committee and mentioned she had just had an IEP with 14 people dealing with one little boy's plans.

## **VI. Chairperson's Report:**

Kathy Kantner, Chairperson, requested everyone provide their personal phone numbers on their sign-in sheets so that she could call them personally to remind them of meetings. It is a better way than robo-calls. She pointed to the green sheet in members' packages which asks them to list their priorities. She also pointed to a pink sheet titled, Early Childhood Education & Parent Engagement report for the Community Advisory Committee. She said that because all members had been attending, Ref Rodriguez wanted more information but the focus was on negatives and that disappointed her. She is hoping the CAC will point out positive experiences and idea in the future.

Finally Ms. Kantner added that a newsletter was on the way with the help of PCSS and there will probably be a Saturday Family Summit in May.

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

Roll was called by the Vice- Chairperson Jacquelyn Smith-Conkleton in the absence of Secretary, Geo Cable.

Jacquelyn Smith-Conkleton, Vice Chair took roll call to establish quorum. 22 members were present and quorum was established at 10:48am

*Action item*

## **VIII. Minutes**

*Review and approval of January Minutes*

Ms. Smith-Conkleton facilitated also the approval of minutes. She asked if there were any corrections, deletions or additions and there were none. Rosa Villegas made a motion to approve the minutes from January 20, 2016 and Reginald Green seconded the motion.

22 were in favor      0 were against      0 abstained. The motion passed.

## **IX. Unfinished Business: IEP Process**

Lucio Garcia, Parent Educator Coach, PCSS completed the presentation started by Claudia Valladarez last month as she was in another meeting. He pointed to the handout on "Navigating through the IEP" and reiterated that data sources can tell us about your child. He reminded participants that the SBA has replaced the CST and that students and families should take the practice tests online. He also pointed to the IEP checklist in the package today.

## **X. Division of Special Education Updates**

Susan Arguello introduced the Administrator of LRE Programs and Special Projects Ms. Emily Kuwahara.

Susan Arguello pointed to the insert from the Division of Special Education with follow-up questions raised after the January 20, 2016 CAC meeting. She provided her personal direct line of 213-241-8084 and said she had sent e-mail invitations to Local Plan Revision committee CAC members to attend the meeting at Beaudry on Wednesday February 24, 2016. She reminded everyone that photo ID was required at Beaudry.

She guided participants on how to access the information from the Office of the Independent Monitor and pointed to the OIM handout as well as the latest results. She said she'd provide responses to all questions raised in next month's packet.

At this point, Mr. Alvarenga re-introduced Emily Kuwahara as the new administrator specializing in Special Education. She mentioned that one has the right to request an assessment and within 15 calendar days get a response. Parents can contact support within their Local Districts. A question was raised by the public: One member had to hire a lawyer as one administrator reviewed and denied the case of his son. That Principal looked at only one year's data. Ms. Kuwahara reminded everyone that it is not one person but the entire team that has to review an entire background and past history. Another member stated that when a child writes a suicide letter and someone brushes them off that's a matter for concern.

## **XI. Presentation:**

Partnerships to Support Student Success

Phyllis Spadafora, Parent Educator Coach

Lucio Garcia then introduced Phyllis Spadafora, Parent Educator Coach from Local District Northwest. She pointed to the article on the assumptions of denial based on the Hellen Keller story and her parents' reactions as well as coping mechanisms. Members reflected on the contents of the long article which she recommended everyone should share.

## **XII. Announcements from members and PCSS Staff**

Jacquelyn Smith-Conkleton,  
Vice-Chairperson

At this point the Vice Chair Jacquelyn Smith-Conkleton asked if there were any announcements. Leah Brackins, Sr. Parent Community Facilitator asked for volunteers to attend the COBA 41<sup>st</sup> Annual Black Child Conference at the LAX Sheraton on April 23, 2016

The following 8 members were selected to attend COBA:

Hattie Walker

Brenda Hopwood

Brent Andersen

Mary Lee

Anita Evans

Jacquelyn Smith-Conkleton

Reginald Green

Ofelia Perez

Then she asked for volunteers to attend the AMAE Conference on the 12<sup>th</sup> of March at Cesar Chavez Elementary.

The following 2 members were selected to attend AMAE:

Carla Vega

Rosa Villegas

### **XIII. Adjournment**

Kathy Kantner, Chairperson adjourned at 12:48 pm.

These minutes were respectfully submitted by Ofelia Perez.