



**LOS ANGELES UNIFIED SCHOOL DISTRICT
Parent, Community and Student Services
COMMUNITY ADVISORY COMMITTEE
OFFICIAL ELECTION MINUTES**

Date: November 18, 2015
Time: 10:00 a.m.
Location: PCSS Auditorium

Administrator present: Alvaro Alvarenga, Administrator

CALL TO ORDER/WELCOME

The welcome was given by Alvaro Alvarenga at 10:23 a.m.

PLEDGE OF ALLEGIANCE

The flag salute was led by Jacquelyn Smith-Conkleton.

Alvaro Alvarenga went over the packet participants received. He went over the agenda for the day, the handouts, motion form, the correction of minutes form, evaluation, reimbursement form, and the CAC Calendar.

PUBLIC COMMENTS

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

Public Comments were facilitated by Kathy Kantner, CAC Secretary.

There were no public comments given at this meeting.

GROUNDING ACTIVITY

Leah Brackins, Sr. Parent Facilitator lead the grounding activity.

Ms. Kantner gave a report on the Early Education Committee for the Board of Education meeting where she attended in Adan Prieto's place. At that meeting, the Advancement Project presented data on the level of need of early education centers in the county, with the highest areas of need being in the southeast. At that meeting, Ruth Yoon, Administrator at PCSS, presented on the use of parent and family centers at schools.

ROLL CALL/QUORUM

Members were seated and roll call was conducted by Kathy Kantner, CAC Secretary.

Quorum was established at 10:44 a.m. There were 18 members present.

APPROVAL OF MINUTES:

Review and approval of minutes: April, May and September

Kathy Kantner, CAC Secretary, facilitated the approval of the minutes.

Brent Andersen made a motion to approve the minutes from April, May, and September at the same time.

Jacquelyn Smith-Conkleton seconded the motion. 17 were in favor, 0 were against, 1 abstained. The motion passed.

ORIENTATION

Officers' Roles and Responsibilities:

Alvaro Alvarenga, Administrator conducted a brief orientation outlining the purpose, function, and responsibilities of the membership and elected delegates to CAC.

Review of the Election Process and Guidelines:

Election guidelines were read and reviewed by Leah Brackins, Senior Parent Facilitator as distributed to all members.

Leah Brackins indicated that if no one has the majority of votes in the first round, then there is a second round among the top two vote-getters.

Alvaro Alvarenga indicated that only parents of Special Ed students can run as Chairpersons or Vice Chairperson and that the other offices were open to the entire membership. As members signed in this morning, the ballot numbers were distributed.

Operating Norms and Code of Conduct for Advisory Committees and School Site Councils BUL-6332.0 were distributed to all members and a review was facilitated by Lisa Porter, Senior Parent Facilitator.

ELECTION OF OFFICERS – Leah Brackins was the Electioneer

Ms. Brackins thanked all the outgoing officers and declared all seats vacant.

The floor was open for nominations to elect Chairperson to the Community Advisory Committee (CAC). The following representatives were nominated:

Rosa Villegas, who declined her nomination by Carla Vega

Kathy Kantner accepted being nominated by Brent Andersen

The Electioneer asked three (3) times if there are any other nominees, then entertained a motion to close nominee's list to the Community Advisory Committee (CAC). A motion was moved by Brent Andersen and seconded by Jacquelyn Smith-Conkleton.

Motion carried. Motion passed.

20 # of all in favor

0 # of those who oppose

0 # of those who abstained

Brent Andersen submitted a vote by acclamation.

Representative Name	Votes Received
Kathy Kantner	vote by acclamation

**The following Representative was elected Chairperson to the Community Advisory Committee (CAC):
Kathy Kantner.**

The floor was open for nominations to elect a Vice-Chairperson to the Community Advisory Committee (CAC). The following representatives were nominated:

Brent Andersen declined his nomination by Ofelia Perez

Jacquelyn Smith-Conkleton nominated herself

The Electioneer asked three (3) times if there are any other nominees, then entertained a motion to close nominee's list to the Community Advisory Committee (CAC). A motion was moved by Bruce Levy and seconded by Carla Vega.

Motion carried. Motion passed.

20 # of all in favor
0 # of those who oppose
0 # of those who abstained

Bruce Levy submitted a vote by acclamation.

Representative Name	Votes Received
Jacquelyn Smith-Conkleton	Vote by acclamation

The following Representative was elected Vice-Chairperson to the Community Advisory Committee (CAC): Jacquelyn Smith-Conkleton

The floor was open for nominations to elect a Secretary to the Community Advisory Committee (CAC). The following representatives were nominated:

Geo Cable accepted being nominated by Brent Andersen

The Electioneer asked three (3) times if there are any other nominees, then entertained a motion to close nominee's list to the Community Advisory Committee (CAC). A motion was moved by Jacquelyn Smith-Conkleton and seconded by Brent Andersen.

Motion carried. Motion passed.

20 # of all in favor
0 # of those who oppose
0 # of those who abstained

Jacquelyn Smith-Conkleton submitted a vote by acclamation.

Representative Name	Votes Received
Geo Cable	Vote by acclamation

The following Representative was elected Secretary to the Community Advisory Committee (CAC): Geo Cable

The floor was open for nominations to elect a Parliamentarian to the Community Advisory Committee (CAC). The following representatives were nominated:

Brent Anderson accepted being nominated by Eva Moreno.

The Electioneer asked three (3) times if there are any other nominees, then entertained a motion to close nominee's list to the Community Advisory Committee (CAC). A motion was moved by Geo Cable and seconded by Kathy Kantner.

Motion carried. Motion passed.

20 # of all in favor
0 # of those who oppose
0 # of those who abstained

Geo Cable submitted a vote by acclamation.

Representative Name	Votes Received
Brent Andersen	Vote by acclamation

The following Representative was elected Parliamentarian to the Community Advisory Committee (CAC): Brent Andersen.

PRESENTATION

Division of Special Education Updates:

Susan Argello, Parent Liaison from the Division of Special Education went over brief updates, and asked members to write down questions to take with her for someone from SPED to get back to the members with their answers. The calendar for the subcommittee is not out yet, it will update the local plan with the new local district structure in advance. She explained that candidates need to be parents of students with disabilities.

The independent monitor's report was released on November 10th, and available for download. She directed participants to oimla.com. It was noted that parts of the Modified Consent Decree outcome 7, having to do with least restricted environment was met.

Ms. Arguello gave an update on the workshops being provided to parents, and mentioned that schools need to have the following posted: CAC calendar, MCD Flyers, and PRESS Calendar flyers. She explained that the requirements for parents to pre-register has been deleted because parents were having difficulties accessing the link and pre-registering. Parents received a copy of the PRESS brochure in Spanish and English.

She explained that special education funds are spent on general education in order to reduce over-identification and to prevent gaps in developmental milestones.

The Parent and Family Center special education toolkits will be distributed to schools soon. There were three deliveries made already in LD East. Every elementary school with an active parent center will be identified. Middle School materials are planned to be purchased before the end of this school year, which should begin to be delivered in September 2016.

Ms. Arguello shared a PTA flyer that explains the California Assessment of Student Performance and Progress (CAASPP) report to parents.

Local Plan Section X – Charter Schools:

Sydney Quon, Director of Charter Operated Programs LAUSD SELPA, presented on the purpose and goals of the Charter Schools Act of 1992 to improve student learning through innovative teaching methods. Her presentation explained what charter schools are, and who can attend charter public schools. The presentation explained the difference between different types of charter schools. Ms. Quon went over the responsibilities of Charter Schools for students with Disabilities. She noted that parents who have concerns regarding charter schools can call her department which counts with 15 staff members.

Restorative Justice Overview:

Ms. Deborah Brandy, Coordinator of Discipline Foundation Policy and Restorative Justice at LAUSD's School Operations gave a brief presentation on Restorative Justice. A video was shown explaining the purpose of the District's discipline foundation policy, focused on problem solving, and restorative practices to correct wrongs and which involve all affected, including the one causing harm. The video indicated that 150 schools are currently part of this community-building approach to discipline that focuses on students' strengths.

Ms. Brandy explained the difference of how the Restorative Justice is applied in LAUSD and in other settings, including other districts and the correctional system. Ms. Brandy answered members' questions and offered resources, including the discipline foundation policy website and the names of specific school personnel who can provide parent workshops. Ms. Brandy went over the core guidelines for Restorative Justice, including the use of a talking piece to build team and family, speaking with respect, and honoring privacy. The presentation was closed with a demonstration of a team-building activity that is practiced in the classroom as part of restorative justice.

ANNOUNCEMENTS

Ms. Sharnell Blevins announced opportunities for parents to become surrogate parents for students with disabilities to represent their interests.

Ms. Jacquelyn Smith-Conkleton announced her attendance at the LAUSD parent council meeting regarding school repairs to provide access to students with disabilities.

Ms. Rowena Lagrosa, PCSS Chief Executive Officer greeted the committee, mentioned she was glad she was able to attend part of the meeting because she was not able to attend it at the beginning due to another meeting that she was called to attend. Ms. Lagrosa congratulated the committee for having completed their elections. She congratulated the newly-elected officers as well.

Brent Andersen made an announcement regarding the anti-bullying program called Heart of the Force. He mentioned that any LAUSD school can participate in it. Schools need to make a request for an assembly for children.

Lucio Garcia from PCSS announced upcoming parent workshop opportunities, with three flyers: bullying workshops throughout the district, the Wednesday workshops at PCSS, and the Spring MCD parent trainings at each local district.

ADJOURNMENT

Brent Andersen made the motion to adjourn the meeting. Jaqueline Smith-Conkleton seconded the motion. 19 were in favor, 0 were against, and 0 abstained. The motion passed.

Meeting adjourned at 1:12 p.m.

These minutes are respectfully being submitted by Lucio Garcia on Wednesday, November 18, 2015.