



**LOS ANGELES UNIFIED SCHOOL DISTRICT
Parent and Community Services**

**COMMUNITY ADVISORY COMMITTEE
OFFICIAL ELECTION MINUTES**

Date: November 15, 2017
Time: 10:00 a.m.
Location: PCSS Auditorium

WELCOME/OPENING REMARKS

The welcome and opening remarks were given by Dr. Rosalinda Lugo, Administrator, PCS at 10:00 a.m. Dr. Lugo congratulated members on being appointed to the CAC by the Board of Education at the Board of Education meeting on November 14th, 2017. Leah Brackins will now be supporting the Parent Advisory Committee and Ms. Lisa Porter will support the CAC. In honor of Veteran's Day, she asked representatives to share the name of any family members who serve or have served in the armed forces. She talked about hosting a speaker series with various leaders in LAUSD and reminded members of the first of four meetings with Superintendent King on November 29th, 2017. The topic will be data. She announced a focus group on attendance and invited members to sign up for the group. Members from other District parent committees were also invited. She thanked Ms. Christine Wood, from the Office of General Counsel, for attending the meeting.

PLEDGE OF ALLEGIANCE

The flag salute was led by Ms. Jacquelyn Smith Conkleton, CAC member.

PUBLIC COMMENT

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 Mr. Alvarenga. There was only one public comment given at this meeting.

GREETINGS FROM THE DIVISION OF SPECIAL EDUCATION

Ms. Beth Kauffman presented updates on the work of the Division of Special Education regarding reclassification of long-term English learners, sharing new policy on identification of students with disability under the eligibility of learning disability, dyslexic. The Division is developing a credit recovery process for students with disabilities. Working toward MCD disengagement and continuing meeting with the independent monitor and suspension of African American students.

ROLL CALL/QUORUM

Roll Call was conducted by Ms. Leah Brackins. Quorum was established with 21 members present.

ORIENTATION FOR CAC REPRESENTATIVES AND ALTERNATES

Dr. Lugo reviewed the role of the PCS staff members during the election. Ms. Porter would be the electioneer. Calling members' names for vote would be Mr. Jose Escalante and Ms. Angie Cardenas would record the votes. Voting parliamentarians, in charge of making sure no members violate the election guidelines, would be Dr. Lugo, Dr. Mahmud and Ms. Diane Panossian. Alvaro Alvarenga would be the election judge to be the official last word for election actions in accordance with all laws and guidance.

Dr. Mahmud provided an orientation to the purpose of the CAC, the SELPA, roles and responsibilities of members and the five officer positions – Public Relations Officer, Parliamentarian, Secretary, Vice-Chairperson, and Chairperson. The Chairperson and Vice Chairperson must be parents of students with exceptional needs. Dr. Lugo explained that the bylaws stated that members can be officers for only two terms.

OFFICERS' ELECTION PROCESS AND GUIDELINES

Ms. Cardenas reviewed the process and guidelines for facilitating officer elections. She described that members would be monitored as they enter or leave the room to ensure the proper count is taken. She explained the process for a roll call vote. She encouraged members to take notes when nominated members were giving their campaign speech. Only members who received a majority vote would be elected to an office.

Mr. Alvarenga announced that, after consulting with Ms. Wood, the bylaws stated that a person could be in an officer position for no more than two terms in the same position.

ELECTION OF CAC OFFICERS

Ms. Porter thanked all the members and declared all seats were declared vacant. Ms. Porter asked all parents of students with exceptional needs to be identified.

Paul Robak made a motion to change order of the election to Chairperson, Vice-Chairperson, Secretary, Parliamentarian, and then Public Relations officer. Motion seconded by Ms. Smith-Conkleton. Results of the roll call vote was unanimously in favor with 23 yes votes, no abstentions or no votes.

Ms. Sharnell Blevins asked that PCS help representatives identify who has been in a position for two years in the past. Mr. Alvarenga assured the membership that PCS would help verify if the issue came up.

Ms. Porter opened the floor for nominations to elect a Chairperson to the Community Advisory Committee (CAC). The following candidates were nominated and accepted the nomination:

- Sharnell Blevins
- Jaquelyn Smith Conkleton

Ms. Porter let members know that since there were 23 members present, 12 or more votes would be considered a winner.

The Electioneer asked three (3) times if there were any other nominees, then entertained a motion to close nominee's list to the Community Advisory Committee (CAC). Mr. Paul Robak motioned to close the nomination for Chairperson. Mr. Reginald Green seconded the motion. The motioned passed unanimously with 23 yeses, no abstentions or representatives opposed.

Each nominee was allowed up to two minutes to provide a speech. Following the speeches, members voted by a roll call vote.

Representative Name	Votes Received
Sharnell Blevins	14
Jaquelyn Smith Conkleton	9

The following CAC member(s) voted for Sharnell Blevins:

Laura Baz	Mary Lee
Sharnell Blevins	Lia Martin
Benita Cabrera	Danelia Montiel

Reginald Green	Paul Robak
Linda Hall	Monica Valle Tablada
Amy Hanreddy	Karla Ysais
Kathy Kantner	Kim Reed

The following CAC member(s) voted for Jaquelyn Smith-Conkleton:

Ana Carrion	Rosa Villegas
Jaquelyn Conkleton	Raul Ruiz
Deann Dantignac	Carlos Velasquez Santos
Erick Gonzalez	Hattie Walker
Cindy Jones	

Members' votes were tallied, and the following candidate was elected Chairperson to the Community Advisory Committee (CAC): Sharnell Blevins.

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

- Linda Hall
- Karla Ysais

The Electioneer asked three (3) times if there were any other nominees, then entertained a motion to close nominee's list to the Community Advisory Committee (CAC).

Ms. Smith Conkleton made a motion to close. Motion was seconded. Representatives who wished to vote for the nomination were asked to say "yea". Those who wished to oppose the motion and abstain were asked to raise their hand. No hands were raised.

Each nominee was allowed up to two minutes to provide a speech. Following the speeches, members voted by a roll call vote.

Representative Name	Votes Received
Linda Hall	13
Karla Ysais	10

Representatives' votes were tallied and the following representative was elected Vice-Chairperson to the Community Advisory Committee (CAC): Linda Hall.

The following CAC members voted for Linda Hall:

Sharnell Blevins	Kathy Kantner
Jaquelyn Conkleton	Mary Lee
Diann Dantignac	Lia Martin
Reginald Green	Kim Reed
Erick Gonzalez	Paul Robak
Linda Hall	Rosa Villegas
Amy Hanreddy	

The following CAC members voted for Karla Ysais:

Laura Baz	Carlos Velasquez Santos
Benita Cabrera	Monica Valle Tablada
Cindy Jones	Karla Ysais
Danelia Montiel	Hattie Walker

Raul Ruiz	Ana Carrion
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Representatives' votes were tallied, and the following candidate was elected Vice Chairperson to the Community Advisory Committee (CAC): Linda Hall.

Elections resumed after a ten-minute break.

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

- Ana Carrion

The Electioneer asked three (3) times if there were any other nominees, then entertained a motion to close the nominee's list for the position of Secretary. Ms. Smith Conkleton motioned to close the nomination on the one name and it was seconded by Mr. Robak. One vote was cast in acclimation by Mr. Robak to elect Ana Carrion as Secretary.

The following Representative was elected Secretary to the Community Advisory Committee (CAC): Ana Carrion.

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

- Paul Robak
- Karla Ysais

Mr. Green motioned to close the nomination for Parliamentarian and Ms. Kim Reed seconded. Those in favor said "aye". No representatives raised their hand to vote to oppose or abstain. Motion carried.

A short break was taken to allow for members to move their cars. Dr. Lugo reminded members to take the School Experience Survey. The deadline is Friday, November 17th, 2017.

Each nominee was allowed up to two minutes to provide a speech. Following the speeches, members voted by a roll call vote.

Representative Name	Votes Received
Paul Robak	17
Karla Ysais	4

The Electioneer asked three (3) times if there were any other nominees, then entertained a motion to close the Parliamentarian nominee list for the Community Advisory Committee (CAC).

The following CAC member(s) voted for Paul Robak:

Laura Baz	Kathy Kantner
Sharnell Blevins	Mary Lee
Benita Cabrera	Lia Martin
Jaquelyn Smith	Kim Reed
Reginald Green	Paul Robak
Erick Gonzalez	Raul Ruiz
Linda Hall	Monica Valle Tablada
Amy Hanreddy	Rosa Villegas

Cindy Jones

The following CAC member(s) voted for Karla Ysais:

Ana Carrion

Hattie

Karla Ysais

Carlos Velasquez Santos

The votes were tallied following Representative was elected Parliamentarian to the Community Advisory Committee (CAC): Paul Robak.

The floor was open for nominations to elect a Public Relations Officer for the Community Advisory Committee (CAC). The following candidates were nominated:

- Karla Ysais
- Lia Martin
- Jaquelyn Smith Conkleton
- Kathy Kantner
- Carlos Velasquez Santos

Jaqueline Smith Conkleton motioned to close the nominations and Paul Robak seconded the motion. Those in favor said “yea”. No hands raised to oppose or abstain. The motion carried.

Each nominee was allowed up to two minutes to provide a speech. Following the speeches, members voted by a roll call vote.

Representative Name	Votes Received
Karla Ysais	2
Lia Martin	4
Jaquelyn Smith Conkleton	1
Kathy Kantner	0
Carlos Velasquez Santos	12

The Electioneer asked three (3) times if there were any other nominees, then entertained a motion to close nominee’s list to the Community Advisory Committee (CAC).

The following CAC members voted for Karla Ysais:

Laura Baz

Reginald Green

The following CAC members voted for Lia Martin:

Linda Hall

Amy Hanreddy

Lia Martin

Mary Lee

The following CAC members voted for Jaquelyn Smith Conkleton:

Jaquelyn Smith

Conkleton

The following CAC members voted for Kathy Kantner:

No votes received

The following CAC members voted for Carlos Velasquez Santos:

Benita Cabrera	Raul Ruiz
Erick Gonzalez	Carlos Velasquez Santos
Cindy Jones	Monica Valle Tablada
Kathy Kantner	Rosa Villegas
Kim Reed	Hattie Walker
Paul Robak	Karla Ysais

Abstentions

Sharnell Blevins	Ana Carrion
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Representatives' votes were tallied and the following candidate was elected as Public Relations Officer: Carlos Velasquez Santos.

Mr. Porter handed over the meeting to Ms. Sharnell Blevins, Chairperson, who introduced the rest of the officers: Ms. Linda Hall, Vice Chairperson; Ms. Ana Carrion, Secretary; Mr. Paul Robak, Parliamentarian; Mr. Carlos Velasquez Santos, Public Relations.

DIVISION OF SPECIAL EDUCATION UPDATE

Ms. Veronica Smith presented LAUSD data from the LAUSD State Performance Plan Indicators. The results were explained with some detail, including a data report and a PowerPoint presentation. The data, published in June 2017, was from the 2015-2016 school year. The data is also available on the California Department of Education website. The report contains information for indicators 1-14 and 17. She wanted to point out four indicators in which LAUSD must submit information to the state.

- LAUSD met the targets for Indicator 4 – Suspension and Expulsion, Indicator 6 – Preschool Least Restrictive Environment, Indicator 8 – Parent Involvement, Indicator 9 – Disproportionality Overall, Indicator 10 – Disproportionality Disability, and Indicator 14 – Post-school
- Partially met the target for Indicator 5 – Least Restrictive Environment and Indicator 7 – Preschool Assessments
- Did not meet the targets for Indicator 1 – Graduation Four Year Rate, Indicator 2 – Dropout Four Year Rate, Indicator 3 – Statewide Assessments, Indicator 11 – Eligibility Evaluation, Indicator 12 – Part C to Part B Transition, Indicator 13 – Secondary Transition Goals and Services, Indicator 17 – State Systemic Improvement Plan

At 12:43pm, a motion to extend the meeting was made by Paul Robak and seconded by Ms. Smith Conkleton. The motion passed. Amy Hanreddy abstained.

Ms. Smith continued the presentation. The next step is the submit an improvement plan for four indicators: 1, 2, 3 and 5 and look at root causes for difficulty in achieving the goals. A group has been formed to create the plan.

ANNOUNCEMENTS FROM MEMBERS AND PCS STAFF

Paul Robak announced his support for all members to attend each meeting.

Dr. Lugo and Ms. Blevins reminded members that Superintendent King will be at Roybal LC on November 29th at 9:45am.

Dr. Lugo announced that the evaluations were very important and invited everyone to fill them out.

AGENDA RECOMMENDATIONS

Dr. Mahmud took recommendations from members for the December 6, 2017 and January 17, 2018 CAC meetings. Suggestions included:

- Report from Charter Op. Programs
- SpEd Bulletins-updates and information given to school and District staff
- Report from Parent Council – Independent Monitor; how they do their work
- Attendance Focus Group—“school refusal” vs. absence/truancy
- Suspension rates for Hispanics and African American students from the SpEd Annual Performance Report (DEEPER DIVE)
- Report on Options schools
- DEEPER DIVE into the parent involvement indicator on the SpEd Annual Performance Report—what trainings are given? How is this measured?
- Manifestation determination
- Community Reps—training/information regarding the SpEd Program
- Bullying—special needs student to special needs student
- Budget for Special Education

ADJOURNMENT

Meeting adjourned at 1:26pm.

These minutes are respectfully submitted by PCS staff.