

West End Special Education Local Plan Area
Community Advisory Committee

AGENDA

August 16, 2011

2:00 –4:00 p.m.

- | | | | | | |
|----------------------------------|---|------------------|--------|------|--|
| A. ADMINISTRATOR’S REPORT | | PRESENTER | | | |
| 1. Introductions and Welcome | | Martina Ortega | | | |
| 2. Review of the Agenda 8/16/11 | | * Martina Ortega | | | |
| | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-top: 1px solid black; text-align: center;">Motion</td> <td style="width: 33%; border-top: 1px solid black; text-align: center;">Second</td> <td style="width: 33%; border-top: 1px solid black; text-align: center;">Vote</td> </tr> </table> | Motion | Second | Vote | |
| Motion | Second | Vote | | | |
| 3. Approval of Minutes 2/15/11 | | * Martina Ortega | | | |
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| Motion | Second | Vote | | | |
| 4. Review Members Attendance | | * Kay St. Clair | | | |

B. PUBLIC COMMENT

The West End SELPA Community Advisory Committee welcomes comments and/or questions from visitors. Should you wish to make comments or ask questions, you may voluntarily complete a blue speaker information form located at the table in the back of the room. The blue speaker information form should be given to the CAC Chairperson. All individuals will be given four (4) minutes to comment on non-agenda items. Comments or questions on non-agenda items will be heard during Public Input. Visitors wishing to comment on agenda items may complete a yellow comment card form located at the table in the back of the room. The yellow comment card form should be given to the CAC Chairperson. All individuals will be given four (4) minutes to comment on each agenda item. Comments on agenda items by visitors will be heard after the CAC members discuss the item and prior to the vote. Per the Brown Act requirements, the CAC members may respond briefly to public comment and at the meeting cannot take action on anything not on the agenda.

C. SELPA ADMINISTRATORS REPORT

- | | | |
|------------------------|---|----------------|
| 1. Fiscal Notification | | - Joann Reilly |
| | <ul style="list-style-type: none"> • 2011/12 X-Pot Rate • Mental Health Services • WESELPA Self Review • Para Educator Training | |

D. BUSINESS ACTION ITEMS

- | | | | | | |
|---|---|------------------|--------|------|--|
| 1. 2011/12 Officer Election - Chairperson | | * Martina Ortega | | | |
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| Motion | Second | Vote | | | |
| 2. 2011/12 Officer Elections - Secretary | | * Martina Ortega | | | |
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| Motion | Second | Vote | | | |
| 3. CAC Parent Survey | | * Martina Ortega | | | |
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| 4. 2011/12 CAC Meeting/ Presentation Schedule | | * Martina Ortega | | | |
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| Motion | Second | Vote | | | |

E. DISCUSSION ITEMS

- | | | |
|---|---|------------------|
| 1. 2011/12 Presentation Topic Suggestions | | * Martina Ortega |
| | <ul style="list-style-type: none"> • Resource Fair | |

- 2. Standing Committee Interest * Martina Ortega
 - Public Information and Membership
 - Parent and Community Education Committee
 - Local Plan Review Committee
 - Legislative Committee
 - Art and Writing Committee
- 3. Promoting Community Involvement - Martina Ortega
- 4. Parent Handbook - Martina Ortega

F. FUTURE AGENDA ITEMS

G. ADJOURNMENT

* Handout included in packet ** Handout to be distributed at meeting - No Handout

NOTICE: Individuals requiring special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact Karen Johnson at (909) 476-6131, at least two days before the meeting date.

All regular meetings of the Community Advisory Committee are held at the West End Educational Service Center located at 8265 Aspen Ave, Rancho Cucamonga, CA 91730. Agendas for scheduled meetings are available for public inspection 72 hours before a scheduled meeting. Agenda packets are also made available on WESELPA web-site weselpa.sbcss.k12.ca.us. You may request an agenda packet by calling (909) 476-6131, 72 hours before the scheduled meeting. A fee of ten cents (.10) per page will be charged on copied agenda packet.

West End Special Education Local Plan Area
Community Advisory Committee
February 15, 2011
MINUTES

A-3

<u>District</u>	<u>Present</u>	<u>Absent</u>
Alta Loma	Sharon Neault	
Central	Sylvia Esquerre	
	Nancy Espinal	
Chaffey Joint	Sandia Cano	
Chino Valley	Kumkum Mukerji	
Etiwanda	Kay St. Clair	
Ontario-Montclair	Martina Ortega	
Ontario-Montclair ex officio	Maureen Mendoza	
Upland	Rose Heredia	
WESELPA	Joann Reilly	
WESELPA	Karen Johnson	

A. ADMINISTRATION:

Meeting called to order by Kumkum Mukerji at 5:38 p.m.

Approval of the 2/15/11 CAC Agenda –

Motion made by Kay St Clair to accept the agenda as presented, seconded by Sandia Cano. Motion was unanimously approved.

Approval of the CAC 1/11/11 Minutes –

Motion made by Kay St Clair to approve the minutes as presented, seconded by Rose Heredia. Motion was unanimously approved.

Review of Members' Attendance

Kay St Clair reviewed attendance information.

B. COMMUNITY AGENCY SPEAKER:

No community agency speakers addressed the committee.

PUBLIC COMMENT:

None

D. SELPA ADMINISTRATORS REPORT:

California Department of Education released the CAC Guidelines 4th addition. Members were sent via email the new guidelines, these guidelines can be viewed on the WESELPA website. The CAC Art and Writing Contest applications have been delivered to school sites, encourage your schools to participate. Focus is now directed on budget development with SELPA presenting the fee-for-service rates and the X-Pot budget to the Superintendents' Council. As of now, the rates for fee-for-service will stay the same but changes to the X-Pot due to the recommendations from the FCMAT study will be brought forward. The recommendation will be a three (3) year plan that will reduce the funding by 10% each year with districts paying the full cost beginning in 2013/2014. There are additional plans to continue the eight furlough days for management and five furlough days for classified to avoid layoffs. The SELPA is following recommendation to have a five percent reserve

in the budget for unknown state changes. Joann requested CAC members to meet for a business meeting before the Life after High School presentation on April 19, 2011. This meeting will review the proposed budget and parent survey. Districts are developing two budgets; one if the voters extend the current taxes and the second budget will be if the tax extension fails. If the taxes are extended, district will lose \$19.00 per student ADA, but if the taxes are not extended, districts will lose \$349.00 per student ADA. Department of Behavioral Health is no longer funding AB 3632 mental health services. This leaves the burden of cost on our districts. It was noted that the X-pot pays for NPS and NPA cost, but the fiscal allocation does not address the cost of room and board. The governor's budget funds AB 3632 in 2011/12, but relies on the current tax rates being extended. Districts are concerned the more costly residential placement will be their responsibility to fund. The Coalition for Adequate Funding for Special Education has asked that on February 17, 2011, state legislators be barraged with calls, faxes and resolutions in support of funding the AB 3632 services in the current year, and the governor's proposal for funding in the future. The federal government also has not passed a budget in the current year which has significant negative impact for special education. The SELPA has hired two additional clinical counselors and have contracted with three local community mental health agencies to support the continuation of these services to our students.

E. BUSINESS ITEMS:**1. Parent Survey-**

Members and guests provided input in an open forum setting. Members worked to ensure the survey flowed easily for parents and focused on the areas of parent knowledge and rights regarding the special education process, parent trainings, and programs and services available. A draft will be developed from the information received and brought back for approval at the next meeting. Once approved the survey will be in Spanish and English and given to the districts for distribution to parents of students with special needs.

F. ACTION ITEMS

None

G. FUTURE AGENDA ITEMS:**1. Parent Handbook****H. ADJOURNMENT:**

Motion to adjourn the meeting at 7:40 p.m., motion carried forward unanimously.

2010/11 Community Advisory Committee Member Attendance

District	Member	Activity	Term/ Year	Meeting/Presentation Attendance												
				8/16	9/6	10/18	11/15	1/10	2/14	3/15	4/17	5/1				
Alta Loma	Sharon Neault	Parent	10-Jul													
	Jennifer Baker	Teacher	10-Mar													
Central	Nancy Espinal	Parent	10-Sep													
	Sylvia Esquerre	Teacher	10-Sep													
Chaffey Joint	Kay St. Clair	Parent	11-Jul													
		Teacher														
Chino Valley		Parent														
		Teacher														
Cucamonga		Parent														
Etiwanda	Marcel Soriano Ph.D	Parent	11-Jul													
		Teacher														
Mt. Baldy		Parent														
		Teacher														
Mountain View		Parent														
		Teacher														
Ontario-Montclair	Martina Ortega (Chair Elect)	Parent	Augs 09/11													
	Maureen (Moe) Mendoza	Teacher Ex officio														
Upland	Rose Heredia	Parent														
		Teacher														

The number of vacancies indicates the minimum number of new members needed to provide each district with two active representatives (at least one Parent). Additional members are welcome.

A = Absent EA = Excused Absence P = Present S = Start/Appointed W = Withdraw from Committee V = Voted Dismissed (absences)
 * Present for Presentation/Judging only

Presentations
 Art and Writing Judging

**Community Advisory Committee
Chairperson Nominations
2011-13**

CAC Bylaw description for Chairperson

Section 6.4 The major duties of the officers are as follows:

Chairperson - Preside at all Committee meetings. Appoint convener Chairperson of the committees. Serve, or appoint a designee, as CAC spokesperson to the school districts and Superintendents' Council Meetings. Serve as a non-voting ex officio member of all CAC committees. Develop the agenda for the CAC meeting, prepare reports as needed or requested, direct the planning of parent educational presentations oversee and approve, before dissemination, all correspondence written on behalf of CAC, such as but not limited to: letters, reports, publication of articles in the West End SELPA newsletter and CAC pamphlet. Sign off on Local Plan Reviews.

Nominations for Chairperson:

This position will have a two (2) year term beginning July 1, 2011 and ending June 30, 2013

**Community Advisory Committee
Secretary Nominations
2011-13**

CAC Bylaw description for Secretary

Section 6.4 The major duties of the officers are as follows:

Secretary - Record attendance and minutes of all Committee meetings. Advise Chairperson and SELPA Administrator of the membership status of each member. Keep a membership list that includes dates of appointment and end of term. Maintain subcommittee membership list and sub committee reports. Receive and transmit Committee correspondence and materials designated by the members, including public notification and notification to members prior to the meetings. The Secretary may designate these tasks to West End SELPA staff.

Nominations for Secretary

This position will have a two (2) year term beginning July 1, 2011 and ending June 30, 2013

West End SELPA
Community Advisory Committee

D-3

Parent Survey

The role of the CAC is to advise school districts and SELPA in regards to priorities, parent education and other special education activities.

The purpose of the survey is to allow you to provide information in the areas of special education.

District _____ School Site _____

Child's Grade Level: Infant Pre-School K-3 4-6th grade Middle School High School

As a parent of a student with special needs, do you understand your rights in the areas of;

IEP process Yes No _____

Programs/Services offered Yes No _____

IEP Goals and Objectives Yes No _____

Procedural Safeguards/Parents Rights Yes No _____

Do you know where to go to receive information when you have questions/concerns? Yes No _____

Please let us know your likes and dislikes regarding the IEP process: _____

Special Education Programs and Services / What services does your child receive?

Speech Only General Education and Specialized Academic Instruction (RSP)

Specialized Academic Instruction for the majority of the day (SDC)

Other Related Services _____ Early Start Non Public School

Are you satisfied with your current placement program Yes No Please explain _____

What services/programs would you like to see your district support? _____

**West End SELPA
Community Advisory Committee**

Is your child included in general education? Yes No If yes please check the appropriate box below
 Academically Non academic/electives After school activities

Does the school community provide the opportunity to participate in school activities? Yes No

Please Explain _____

Parent Training

Have you ever attended a parent training workshop? Yes No Workshop attended _____

Was childcare an issue to attending? Yes No

Hours available? before noon afternoon evening

Would you be interested in internet parent trainings? Webinar online workshop podcast

What areas of training would you like to see offered? _____

How would you like to receive special education information? Email School handouts US Postal

If you would like to receive information on upcoming events/trainings presented by the WESELPA Community Advisory Committee, please fill in the information below.

Name _____ Home address _____

Email address _____ Phone _____

You may return your completed survey to your school site or

West End SELPA office located at 8265 Aspen Ave, Rancho Cucamonga, CA.

Thank you for your time in completing this survey.

Please visit the West End SELPA website weselpa.sbcss.k12.ca.us

Community Advisory Committee

Business Meetings 5:30 – 7:30

Presentations 5:30 – 7:30

**** WEESC Energy Conservation Hours 2:00 – 4:00**

****August 16, 2011 Business Meeting**

September 6, 2011 Business Meeting

October 18, 2011 Presentation

Flyers need to be completed 6 weeks before presentation date

*2 weeks at printers * 2 weeks with students to count*

2 weeks before presentation to parents

November 15, 2011 Business Meeting

January 10, 2012 Presentation

Flyers need to be completed 6 weeks before presentation date

*2 weeks at printers * 2 weeks with students to count*

2 weeks before presentation to parents

February 14, 2012 Bus/Presentation

Flyers need to be completed 6 weeks before presentation date

*2 weeks at printers * 2 weeks with students to count*

2 weeks before presentation to parents

March 13, 2012 Art & Writing Judging

April 17, 2012 Presentation

“Life after High School”

May 1, 2012 Ceremony 6:45

May 15, 2012 Annual Business Meeting

**Community Advisory Committee
Presentations 5:30 – 7:30**

October 18, 2011 Presentation Suggestion

January 10, 2012 - Presentation Suggestion

April 17, 2011 Presentation **Life After High School –
This presentation is also supported by the WESELPA Transition
Department**

West End SELPA Community Advisory Committee – Standing Committee Selection

Name: _____

Please mark your first and second choice of committee participation:

_____ Public Information and Membership Committee

- Assists in providing the media with information on CAC activities
- Provide CAC and WESELPA pamphlets to local community
- Recruits members
- Ensures membership of CAC stays in accordance with CAC bylaws

_____ Parent and Community Education Committee

- Assist in educating the community about individuals with exceptional needs
- Encourage parent awareness and exchange of information among parent groups, agencies and schools
- Assist with parent education and CAC trainings

_____ Local Plan Review and Legislative Committee

- Read and review Local Plan
- Provide recommendations for program improvement
- Keep CAC informed regarding pertinent legislation

_____ Art and Writing Contest and Awards Committee

- Assists in planning, organization, and promotion of this event