

**Los Angeles Unified School District  
Parent and Community Services  
Community Advisory Committee  
Minutes**

*Feb 17, 2021*

**I. Call to Order**

Lisa Mosko, Chairperson, called the meeting to order at 1:02 pm.

**II. Pledge of Allegiance**

Rocio Elorza, CAC Member, led the Pledge of Allegiance at 1:06 pm.

**III. Public Comment**

Ariel Harman-Holmes, Parliamentarian, oversaw public comment at 1:06 pm. Carla Capdet shared her plight about the lack of in-person special education services and the need for support.

**IV. CAC Chairperson's Report**

Chairperson Mosko began her report by introducing membership about the Division of Special Education's presentations on Transition Services and Call Center data. Unlike other school districts and SELPAs, LAUSD has yet to provide 25% of its most vulnerable school population in-person support. On behalf of the CAC, Chairperson Mosko will share comments at the Committee of Whole meeting that is scheduled on February 23rd. To have their voices heard at the upcoming meeting, members can share their comments on the Zoom chat if they do not have the opportunity to verbally share. Moreover, CAC is currently working on a platform wherein non-members can share their comments. In the meanwhile, non-members should consider applying to CAC, and any stakeholder can share their comments at the Board of Education and CAC meetings through public comment. She welcomes guests, LAUSD Board Member Tanya Oritz Franklin and Dr. DiDi Watts, and encourages CAC members to participate in ad hoc committees and working groups.

**V. Greetings from LAUSD Board of Education Member**

Tanya Oritz Franklin, newly elected LAUSD Board of Education Member, shared her excitement to meet CAC members and voiced her vision for the District. She introduced her team members: Dr. Didi Watts, Chief of Staff, Sharnell Blevins, Director of Family and Community Engagement, and Marilyn Alvarez, Manager of Family and Community Engagement. She briefly went over the priorities that her team and the Board of Education have been focusing on such as equitable funding and budgeting, digital divide, and reallocation of funding to support Black achievement. A Q&A session was followed.

**VI. Roll Call/Establish Quorum**

Yoo Eun Kim, Secretary, conducted roll call for the establishment of the quorum. A quorum was established with 24 members and alternates.

**VII. Division of Special Education Update**

Marco Tolj, Director, Lilia Moran, Coordinator, and LaTanya Tolan, Specialist, shared an update from the Division of Special Education. Director Tolji shared that 42,000+ IEP meetings have been conducted. An average year has 100,000 IEP meetings. The Local Plan Working Plan group has been meeting and will be extending the opportunity for CAC members to share their ideas on March 13th (Sat). Moreover, students have access to "Student View Unique Learning System," a way for teachers to share lessons for

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independent practice as homework or during asynchronous distance learning. He encourages family members to leverage the Family Portal on the LAUSD website and hotline numbers to receive pertinent supports. He shared SELPA information focused on the Early Childhood Technical Assistance Center (ECTA): Preschool During the Pandemic Series. A Q&A session was followed.

**VIII. SFSS Call Center Update & Local Plan Overview**

Adrienne Boyd, Coordinator at Division of Special Education, shared the background behind the School and Family Support System to identify and address concerns. Based on the information retrieved, SFSS Call Center assigns three Call Types: Inquiry, Concern, and Complaint. Call Center staff members are well informed with the IEP process. Program Specialist becomes the main point of contact for concerns and complaints. She shared how call logs are captured and logged. All actions and communications associated with each case are logged in the Welligent Call Center including communications with parent and school and district staff members, follow ups to remedy concerns/complaints, and documentation that the parent was informed. Once a complaint is determined to be resolved, the Program Specialist notifies the parent and records the resolution action in the Welligent Call Center Module. If the case requires additional actions, it remains open until there is verification that the action was completed. If a parent's concern cannot be addressed, they are provided suggested next steps to take. SFSS Call Center also fields calls and concerns from school staff. The top five topics from 2015 to 2021 were the following: transportation (56.70%), IEP (13.66%), ESY (8.45%), Operations (7.99%), and Assessment (IDEA) (2.73%). The number of calls supported by SFSS have been declining over the years. A Q&A session was followed.

**IX: Division of SpEd: District Office of Transition Services**

Jacklyn Tolj, Coordinator, Joseph Lee, Specialist, Yuriko Jung, Transition Teacher Coordinator, Ann Nygren, Transition Teacher, Gino Figlio, Transition Teacher, and Adan Saucedo, Transition Teacher shared updates from the District Office of Transition Services. In LAUSD, students aged 14 and up start the transition process that involves families, school staff members, and a transition teacher. Transition teachers are assigned to every comprehensive high school site and support all LAUSD secondary sites, assessing 15-year olds with IEPs, running work based programs, inviting outside agencies to IEP meetings, and completing other duties. LAUSD works with different partners including California Department of Education. LAUSD prepares the transition process from pre-school to high school by understanding students' strengths and needs through the Transition Assessment. Individual Transition Plan (ITP) is part of the student's IEP, covering transition assessment results and activities focused on their goals.

Opportunities and resources for family members to be involved with the ITP process were shared. A pre-assessment tool is used to identify student needs and strengths. Resources such as Schoology and

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training have been provided for transition instruction. Six areas of Transition Instruction include Career Awareness, Post-Secondary Planning, Job Search and Preparation, Destination/Transportation, Life Skills/Independent Living, and Transition & Self Advocacy. Work based learning and opportunities consist of three programs: Transition Partnership Program, WorkAbility1, and We Can Work.

During the pandemic, remote opportunities through AC Green eSports Academy, Sierra Plumbing Co, and I&I Sports have been offered. Transition Partnership Program (TPP) is a collaboration between LAUSD and California Department of Rehabilitation to provide additional support from staff with smaller caseloads, continuous case management and services until graduation, and opportunities for student work based learning experiences. Supported by TPP Vocation and Transition Assistants and Navigators, DOR services include job exploration, work based learning experiences, postsecondary counseling, workplace readiness training, and self-advocacy training. Benefits of participating include funding for technology. Individuals interested in participating should reach out to a Transition Teacher. LAUSD wants CAC members to be involved with the Local Partnership Agreement.

**X. Action Item - Approval of January 27, 2021 Minutes**

CAC Officer Mayra Zamora moved to accept the January minutes with any corrections, additions, and deletions necessary to address minor grammatical and clerical errors. CAC Officer John Perron seconded the motion. The motion passed with 20 “yes” votes.

**XI. Parent and Community Services Update**

Antonio Plascencia, Jr., Director, Office of Parent and Community Services, recognized the challenges that students and family members have been facing, and extended gratitude and appreciation to the collective efforts of the CAC members. He announced the beginning of the budget planning process and encouraged CAC members to ask school staff what they are prioritizing during the budgeting process. Dir. Plascencia reminded members that LAUSD has been offering monthly sessions including those focused on data and socioemotional support. A calendar that provides an overview of upcoming meetings was shared.

**XII. Action Item - New Business**

Carl Peterson, CAC Member, shared a resolution to reinstate the Special Education committee. CAC Member Peterson moved that the CAC Chairperson send a letter to the Board of Education requesting that the LAUSD School Board reinstate the Special Education Committee. John Perron seconded the motion. A discussion was followed. The motion passed with 18 “yes” votes and 1 “abstain” vote.

**XIII. New Business for Possible Action at Future Meetings**

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No member verbally shared a new business action item. CAC Member Carl Peterson requested a topic on Transportation via Zoom chat.

**XIV. Updates**

CAC Officer Ariel Harman-Holmes provided a written report on the Bylaws Ad Hoc meeting. She requested for increased participation from more CAC members. CAC Officer Mayra Zamora shared about the importance of parents to be educated about the IEP process. The last IEP ad hoc committee meeting accomplished in drafting the language. CAC Officer John Perron shared about his group's vision for CAC representation at Community of Schools and the need for the inclusion of CAC Ambassadors in the bylaws. CAC Chairperson Lisa Mosko shared that there needs more representation from parents with students at charter schools and other sites under the SELPA.

**XV. Announcements from members and PCS staff**

CAC Chairperson Lisa Mosko shared that only a few people attended the Local Plan Working Group meeting from 3-4:30 pm. She encourages members to attend the meetings. Dr. Danny Dixon shared that a meeting scheduled on March 13th will provide CAC members to deeply dive into the components of the Local Plan. The purpose of the Saturday meeting is for CAC members to be informed about the Local Plan before they provide comments. CAC Officer Zamora encouraged members to attend the meetings focused on the Local Control and Accountability Plan.

**XVI. Adjournment**

Lisa Mosko, Chairperson, adjourned the meeting at 3:56 pm.

Respectfully Submitted,  
Yoo Eun Kim