



HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT SPECIAL EDUCATION LOCAL PLAN AREA (SELPA) COMMUNITY ADVISORY COMMITTEE



BUSINESS MEETING

Tuesday, December 3, 2024

10:00 AM to 11:00 AM

Willow Adult Education Center (South Conference Room)

14101 E. Nelson Avenue, La Puente, CA 91746

MEETING MINUTES

I. CALL MEETING TO ORDER (Welcome and Introductions)

The HLPUSD SELPA Community Advisory Committee (CAC) meeting was called to order at 10:02 a.m. on Tuesday, December 3, 2024.

II. ROLL CALL (Establishment of Quorum)

A quorum was established with at least 51% of the CAC members present at 10:02 a.m.

III. APPROVAL OF AGENDA

The agenda was presented. A motion was made by Alan Morton to approve the agenda as presented. Maria Luna seconded the motion.

Motion made by: Alan Morton

Seconded by: Maria Luna

Nays: 0

Abstain: 0

IV. PUBLIC COMMENT

- a. A parent inquired whether previous CAC meeting presentations would be available for public viewing. Dr. Helguera informed attendees that printed copies of past presentations were available at the current meeting or could be sent digitally upon request via email.
- b. Another parent suggested holding CAC meetings in the evenings or offering them via Zoom. Dr. Helguera reminded the parent that this matter was discussed at the previous CAC meeting on November 13, 2024, where the consensus was to continue offering CAC meetings exclusively in person at 10:00 a.m.

V. APPROVAL OF MINUTES

- a. The November 13, 2024, CAC Meeting Minutes were made available prior to the meeting as well as at this meeting. Alan Morton motioned to accept the minutes as presented, and Maria Luna seconded the motion.

Motion made by: Alan Morton

Seconded by: Maria Luna

Nays: 0

Abstain: 0

VI. REPORTS

- a. Special Guests: No special guests
- b. CAC Updates: Adriana Villarreal-Sanchez, District Program Specialist, Special Education/SELPA
 - i. 2024 - 2025 Parent Training Calendar:
 - 1. December - Special Education Process
 - 2. January – Parent’s Rights and Procedural Safeguards
 - 3. March – Local Control Accountability Plan (LCAP)
 - 4. May - Social Emotional Support
 - ii. CAC Membership Applications:

As of the latest update, six applications have been submitted. Interested participants were reminded to complete the full membership application form. The deadline for submission is Friday, December 6, 2024.
- c. District/SELPA Updates: Dr. Mayra J. Helguera, Executive Director, Special Education/SELPA
 - i. National Special Education Day took place on December 2, 2024, in celebration of the passage of the Education for All Handicapped Children Act, later renamed as the Individuals with Disabilities Education Act (IDEA).
 - ii. Palm Elementary will host their annual Cancer Walk on February 8, 2025, from 8:00 a.m. to 1:00 p.m. and their Autism Walk will take place on April 19, 2024. These events are open to the entire HLPUSD community.
 - iii. Dr. Helguera encourages CAC participants to announce school or community events at CAC meetings during public comment.
- d. Agency Updates: Agency Representatives
 - i. Regional Center’s Representative: Monica Romero, Manager, Client Services - Family Services 3, provided an overview of the services offered by the San Gabriel/Pomona Regional Center (SGPRC) for individuals with disabilities and their families. She also explained the referral process and eligibility guidelines. Ms. Romero announced that SGPRC will be hosting Pictures with Santa on December 13, 2024, from 3:00 to 6:00 p.m. In response to a parent’s question about mental health-related services, Ms. Romero explained that the Regional Center contracts with external vendors to address mental health needs, depending on the family’s insurance coverage. Additionally, SGPRC offers a variety of support groups for parents.

- ii. Parents' Place representative: Maria D. Luna, Administrative Assistant, provided an overview of the services offered by Parents' Place and announced several upcoming events. Flyers were provided.

1. **December 6, 2024:** In-Home Supportive Services (IHSS) Training (Spanish), 10:00–11:30 a.m. via Zoom
2. **January 2, 2025:** Social Security Overview (REACH Parent Support Group), 7:00 p.m. to 9:00 p.m. via Zoom
3. **February 6, 2025:** Understanding Emotional Disability Through a Developmental Lens (REACH Parent Support Group), 7:00 p.m. to 9:00 p.m. via Zoom
4. **February 21, 2025:** How to Understand your Child's Individual Family Service Plan (IFSP)/Individual Program Plan (IPP) Training, 10:00 a.m. to 11:00 a.m. via Zoom
5. **February 22, 2025:** Parents' Place Transition Conference. Volunteers are welcome to participate (REACH Parent Support Group), 7:00 p.m. to 9:00 p.m. via Zoom
6. **March 6, 2025:** Come Celebrate Developmental Disability Month (REACH Parent Support Group), 7:00 p.m. to 9:00 p.m. via Zoom
7. **April 3, 2025:** Autism Awareness Acceptance Month (REACH Parent Support Group), 7:00 p.m. to 9:00 p.m. via Zoom
8. **May 1, 2025:** It's OK Not to Be OK: Let's Talk About Mental Health (REACH Parent Support Group), 7:00 p.m. to 9:00 p.m. via Zoom

Additionally, as a follow-up to a parent's request for an English-language Down Syndrome support group, Maria shared that Parents' Place's Director is seeking parent volunteers to lead the group discussions.

VII. DISCUSSION ITEMS

- a. January 2025 CAC Meeting: Dr. Mayra J. Helguera proposed changing the January 14, 2025, CAC meeting date to January 8, 2025, due to scheduling conflicts. The CAC was in agreement and the meeting date was changed from January 14, 2025, to January 8, 2025. A motion was made by Maria Luna and seconded by Alan Morton to move the January 2025 CAC Meeting from January 14, 2025.

Motion made by: Maria Luna

Seconded by: Alan Morton

Nays: 0

Abstain: 0

- b. CAC Recognition Awards Night: Dr. Helguera initiated a discussion about hosting a HLPUSD CAC's recognition awards ceremony to celebrate students, parents, teachers and administrators. The proposed date is April 17, 2025, from 5:00 to 7:00 p.m. and volunteers will be needed. More information will be presented at upcoming CAC meetings. Adriana Villarreal-Sanchez made a motion to approve. Alan Morton seconded the motion.

Motion made by: Adriana Villarreal-Sanchez
Seconded by: Alan Morton

Nays: 0
Abstain: 0

- c. CAC Meeting Norms: Dr. Helguera suggested establishing meeting norms to ensure that the CAC meetings run smoothly, with respect and an opportunity for everyone's voice to be heard. Orquidea Campa made a motion to approve. Adriana Villarreal-Sanchez seconded the motion.

Motion made by: Orquidea Campa
Seconded by: Adriana Villarreal-Sanchez

Nays: 0
Abstain: 0

VIII. Adjournment

Alan Morton motioned for the HLPUSD SELPA CAC meeting be adjourned at 11:50 a.m. Maria Luna seconded the motion.

Motion made by: Alan Morton
Seconded by: Maria Luna

Nays: 0
Abstain: 0

Reasonable Accommodations for Individuals with Disabilities

In compliance with the Americans with Disabilities Act, should special assistance/reasonable accommodations be required for you to participate in this meeting, please contact the HLPUSD SELPA Office at (626) 933-6507 at least seventy-two (72) hours prior to this meeting. This will enable the HLPUSD SELPA to make reasonable arrangements to assure accessibility to this meeting.