



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



BUSINESS MEETING

Tuesday, March 18, 2025

10:00 AM to 11:30 AM

Willow Adult Education Center (North 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 10:00 a.m. on Tuesday, March 18, 2025.

II. ROLL CALL (Establishment of Quorum)

A quorum was established with 100% of the CAC members present at 10:00 a.m.

III. APPROVAL OF AGENDA

The agenda was presented. A motion was made by Alan Morton to approve the agenda as presented. Adriana Villareal-Sanchez seconded the motion.

Motion made by: Alan Morton

Seconded by: Adriana Villarreal-Sanchez.

Nays: 0

Abstain: 0

IV. PUBLIC COMMENT

- a. A parent expressed concerns regarding long-term substitute teachers in her child's Special Day Class (SDC). Dr. Helguera clarified that substitute teacher matters fall under Human Resources' jurisdiction and that due to confidentiality of the teachers we could not discuss this matter. Dr. Helguera will contact the Human Resources Department and bring the concern to them.
- b. A second parent inquired about district support for special education staff during IEP preparation and whether parent feedback is collected regarding IEP meetings. The parent emphasized the importance of preparing parents for their first IEP to ensure meaningful participation. They also expressed appreciation for the CAC's hybrid meeting format and suggested announcing CAC dates during board meetings.

- c. A third parent asked about consistency in extracurricular/after-school activities for students receiving special education services, as well as improved communication from school sites to families regarding school events.
- d. Elena Sanchez, Executive Director, Parent's Place, reported that Parent's Place is developing a guide for parents attending their first IEP, which will include videos, checklists, and other resources to help with preparation.
- e. Adriana Villareal Sanchez, District Program Specialist, HLPUSD, noted that parent training topics have included information on the IEP process this year, and the CAC board can vote to continue providing these trainings.

V. APPROVAL OF MINUTES

The February 5, 2025, 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 Orquidea Campa seconded the motion.

Motion made by: Alan Morton

Seconded by: Orquidea Campa

Nays: 0

Abstain: 0

VI. REPORTS

a. Agency Updates

i. Parent's Place

- 1. Maria Luna, Administrative Assistant: Provided an overview of monthly activities for teens, young adults, and dads. Shared updates about the transitional fair and the upcoming information fair at Cortez Park on April 27, 2025.
- 2. Elena Sanchez, Executive Director: Expressed gratitude to San Gabriel/Pomona Regional Center and HLPUSD SELPA for attending and participating in the Parents' Place Transition Fair.

ii. Regional Center

- 1. Monica Romero, Division Manager, Family & Transition Services: Introduced Jaime Alvarez (Client Services Manager – Family Services III) to the CAC and shared information about eligibility for services at the Regional Center for individuals with later diagnosis.

b. CAC Updates

- i. Adriana Villarreal-Sanchez provided an update on today's parent training regarding the Local Control Accountability Plan (LCAP) presented by Blanca Risco, HLPUSD Executive Director of Multilingual Education and School Programs. Villarreal-Sanchez spoke to attendees who participated in the Public Comment section at the previous CAC meeting, inviting them to meet after the session to discuss their comments and concerns in greater detail. For elementary concerns, they can speak with Villarreal-Sanchez, Orquidea Campa or Lisa Moncayo; for middle school issues, they should

reach out to Alan Morton; and for high school matters, an appointment can be set up with Erendira Urista. Villarreal-Sanchez also provided a brief overview of recent Parent Workshop topics.

c. Guest Speaker

- i. Sgt. Johnson from the Industry Sheriff's Department (Los Angeles Sheriff's Department) discussed her agency's engagement with various law enforcement agencies to enhance training in crisis intervention, de-escalation, and education on cognitive disorders such as Alzheimer's and Autism. She provided flyers and posters on the Let's T.E.A.M. Up event, an upcoming event on April 2nd for National Autism Day, aimed at supporting caregivers and the community with resources. Sgt. Johnson also shared information on their "Special Alert" notification system and noted that a deeper discussion can be held at an upcoming CAC meeting.

d. District/SELPA Updates

- i. Orquidea Campa, HLPUSD District Program Specialist, presented a visual guide for navigating Special Education web links on the HLPUSD homepage.
- ii. Dr. Mayra Helguera, HLPUSD Executive Director of Special Education/SELPA, shared updates, including the Autism Walk on April 19 from 11:30 AM to 1:00 PM at Palm Elementary School. A parent inquired about oversight of the Individuals with Disabilities Education Act (IDEA) due to the possible closure of the US Department of Education. Dr. Helguera indicated that IDEA would likely revert back to the Department of Health and Human Services, but ultimately, we would have to wait to see what is decided by the Federal Government.
- iii. Alan Morton, HLPUSD Coordinator of Special Education and Compliance provided details on the Extended School Year (ESY) services, which will run from May 27 to June 26, 2025, for Pre-K to 8th grades, and from May 27 to July 3, 2025, for high school and the adult transition program. ESY will be hosted at Kwis for elementary grades, Lassalette for middle school grades, Workman HS for high school grades, and Stimson Learning Center for students attending the Adult Transition Program. Mr. Morton encouraged parents to submit their ESY applications and to contact him with any questions.

VII. DISCUSSION ITEMS

1. CAC Norms

Adriana Villarreal-Sanchez began by reviewing the results from last month's CAC Norms and expressed gratitude to parents for their participation.

2. CAC Recognition Awards

- a. Dr. Helguera announced that the previously scheduled date for the CAC Recognition Awards event is no longer feasible as a Board Meeting has been scheduled for that evening and a new date will be determined. She proposed hosting a CAC meeting in April to substitute for the canceled awards ceremony, which was agreed upon by the committee, with the date to be confirmed.
- b. Adriana Villarreal-Sanchez provided an overview of the nomination form, detailing its content. A parent inquired about the possibility of submitting multiple nominations, to which Dr. Helguera confirmed that this is allowed. Updated information regarding the CAC

Making a Difference Recognition Awards ceremony will be sent via email and ParentSquare.

VIII. Adjournment

Mr. Morton made a motion to adjourn the CAC Business Meeting at 11:30 am, Orquidea Campa seconded this motion.

Motioned: Alan Morton

Seconded: Orquidea Campa

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.