

**DESERT/MOUNTAIN SELPA
DESERT/MOUNTAIN CHARTER SELPA
COMMUNITY ADVISORY COMMITTEE (CAC) MEETING
MEETING MINUTES**

**April 17, 2025
4:30 p.m. – 6:00 p.m.**

Location: CAHELP JPA – Virtual Meeting (ZOOM)

1.0 CALL TO ORDER

1.1 Heidi Chavez, Program Manager Regional Services called the meeting to order at 4:32 p.m.

- **MOVED BY** Diana Ramos
- **SECOND BY** Sharon Garibay
 - Motion carried and was **approved** unanimously.

ATTENDEES:

Heidi Chavez - CAHELP
Marysol Hurtado – CAHELP
Ana Perez – CAHELP
Jessica Soto – CAHELP
Heather Salgado – CAHELP
Vianca Padilla - CAHELP
Karen Ware - Taylion
Suzanne Jennings – Victor Elem

Stephanie Van Epps - SoCal Flex Acad
Letitia Macaraeg - CAHELP
Jessica Groh - Snowline
Shannon Garibay – Hesperia
Diana Ramos - Hesperia
Cheri Rigdon – Silver Valley
Valerie Graham - AAE

2.0 PUBLIC PARTICIPATION

The general public is encouraged to participate in the deliberation of the Community Advisory Committee (CAC). Several opportunities are available during the meeting for the CAC to receive oral communication regarding the presentations of any items listed on the agenda. Please ask for recognition either before a presentation or after the presentation has been completed.

NONE

3.0 ADOPTION OF AGENDA

It is recommended that the CAC review and adopt the agenda as presented. If there are any proposed modifications, they should be stated at this time. Upon approval, the agenda will establish the framework for the meeting's discussions and actions in compliance with the Brown Act.

3.1 BE RESOLVED that the Agenda be approved as presented:

3.1.1 Adopting of Agenda for CAC Meeting of **April 17, 2025**

- Action to Approve Agenda for **April 17, 2025**
 - **MOVED BY** Diana Ramos
 - **SECOND BY** Karen Ware
- Motion carried and was **approved** unanimously

4.0 CONSENT ITEMS

It is recommended that the CAC consider approving several Agenda items as a Consent list. Consent items are routine in nature and can be enacted in one motion without further discussion. Consent items may be called up by any CAC Member at the meeting for clarification, discussion, or change.

4.1 BE IT RESOLVED that the following Consent Items be approved as presented:

4.1.1 Approve Minutes – **February 20, 2025**

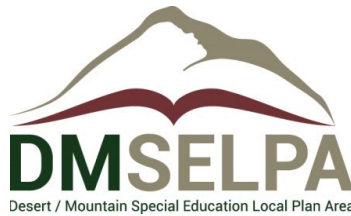
- Action to Approve Minutes for **February 20, 2025**
 - **MOVED BY** Diana Ramos
 - **SECOND BY** Shannon Garibay
- Motion carried and was **approved** unanimously

5.0 ACTION ITEMS

No action items

6.0 REPRESENTATIVE REPORT

It is recommended that the [Board/Committee] receive and review reports from designated representatives. These reports are provided for informational purposes and may include updates, activities, and relevant matters. No formal action will be taken unless an item is agendaized for discussion.



6.1 Information Items

6.1.1 CAC Parent Survey and email

Heidi Chavez, Chair reviewed the survey categories; will keep them as currently outlined. Heidi informed the committee the an email communication will be sent next week to families of students with special needs.

6.1.2 CAC Committee Chairperson Discussion

Heidi discussed the roles and responsibilities of the CAC Chairperson, including Collaborating with Heidi and Letitia on meeting flyers and agendas. Facilitating meetings and guiding discussions behind the scenes. Heidi asked if anyone would like to be nominated members and were encouraged to contact Heidi via email or phone if interested. The committee is seeking nominations for Chair, Co-Chair, and possibly Secretary.

7.0 PRESENTATION

7.1 Presentation: *Boost Your Child's Social Emotional Skills* by Outreach Team and Social and Emotional Learning Team.

8.0 MATTERS BROUGHT BY THE COMMUNITY

This section provides an opportunity for members of the public to address the CAC on items not listed on the agenda or any school related special education issue. It is requested that the speakers name and the district the speaker's student attends is stated in their opening remarks, Speakers are given three minutes per person as determined by the presiding officer. While the CAC may listen to concerns, no action or discussion can take place on non-agendized items. However, the CAC board may direct staff to place a topic on a future agenda or provide brief responses as permitted by law.

9.0 ADJOURNMENT

The next regular meetings of the Desert/Mountain SELPA CAC will be tentatively held on **Thursday, September 18, 2025, November 13, 2025, February 19, 2026, and April 16, 2026. The dates are subject to change based on the approved CAHELP, JPA events and meetings calendar.**

A motion to adjourn at 6:05 p.m. was made by Karen Ware and was seconded by Diana Ramos.

- Motion carried and **approved.**

Individuals requiring special accommodations for disabilities are requested to contact Letitia Macaraeg at (760) 955-3552, at least 24 hours prior to the date of this meeting.