

West End Special Education Local Plan Area
8265 Aspen Ave., Ste. 200
Rancho Cucamonga, CA 91730

COMMUNITY ADVISORY COMMITTEE
AGENDA

September 8, 2026

5:30 p.m.

OPENING

A. Welcome and Reports

Facilitator

- | | |
|--|-------------------|
| 1. Welcome and Introductions | - Roxanne Ramirez |
| 2. Approval of Agenda for September 8, 2026 | *Roxanne Ramirez |
| <div style="display: flex; justify-content: space-around; margin-top: 10px;"> _____ _____ _____ </div> <div style="display: flex; justify-content: space-around; font-size: small;"> Motion Second Vote </div> | |
| 3. Approval of CAC Minutes for February 10, 2026 | * Roxanne Ramirez |
| <div style="display: flex; justify-content: space-around; margin-top: 10px;"> _____ _____ _____ </div> <div style="display: flex; justify-content: space-around; font-size: small;"> Motion Second Vote </div> | |
| 4. Approval of CAC Minutes for April 07, 2026 | *Roxanne Ramirez |
| <div style="display: flex; justify-content: space-around; margin-top: 10px;"> _____ _____ _____ </div> <div style="display: flex; justify-content: space-around; font-size: small;"> Motion Second Vote </div> | |
| 5. Approval of CAC Minutes for May 05, 2026 | * Roxanne Ramirez |
| <div style="display: flex; justify-content: space-around; margin-top: 10px;"> _____ _____ _____ </div> <div style="display: flex; justify-content: space-around; font-size: small;"> Motion Second Vote </div> | |
| 6. Chief Administrative Officer's Report | - Ricky Alyassi |
| 7. District Reports | - Roxanne Ramirez |

PUBLIC COMMENT

B. Public Comment

The West End SELPA Community Advisory Committee welcomes comments from visitors. Should anyone wish to make comments, he/she may voluntarily complete a public comment form located at the table in the back of the room. The Public Comment forms must be submitted ***prior*** to the beginning of the meeting. The forms will be collected by the recording secretary and given to the meeting facilitator. The Public Comment period is the opportunity for the public to address the members on (1) non-agenda items within the jurisdiction of the members, (2) items listed on the agenda. All public comment will be allowed (3) three minutes per item, if a member of the public desires to be heard on more than (3) three items appearing on the agenda, he/she will be allowed up to a total of (9) nine minutes to address all items non-agenda and agendized. Each agenda item will have a total of 21 minutes for public comment on one agenda item.

There will not be a separate opportunity to comment at the time each agenda item is addressed by the Council unless the item specifically involves an agendized public hearing. All public comments will be heard during the agendized public comment section B.

DISCUSSION ITEMS

C. Discussion Items

- | | |
|--|-------------------|
| 1. Fiscal Notifications | * Tim Chatkoo |
| a. 2026-27 Projected AB602 Funding Model | |
| b. 2026-27 Projected Mental Health Funding Model | |
| 2. Legislative Sharing Day Update | - Roxanne Ramirez |
| 3. District CAC Appointments: Chaffey, Chino Valley, Etiwanda, and Upland (odd year) | * Ricky Alyassi |
| 4. CAC Executive Committee Positions | * Ricky Alyassi |
| 5. WESELPA CAC 2026-27 Presentation Suggestions | - Roxanne Ramirez |
| a. October 6, 2026 (Theme: TBD) | |
| b. March 9, 2027 (Theme: TBD) | |
| c. Annual Art & Writing: Through the Looking Glass | |
| 6. Standing Committee Appointments | * Roxanne Ramirez |
| a. Art & Writing Showcase Committee | |
| b. Local Plan Review & Legislative Committee | |
| c. Parent and Community Education Committee | |
| d. Public Information and Member Committee | |

BUSINESS ACTION ITEMS

D. Business Action Items

- | | | | | |
|--|-------------------|--------|------|--|
| 1. 2026-27 CAC Meeting Schedule | * Roxanne Ramirez | | | |
| <table border="0" style="width: 100%;"> <tr> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Motion</td> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Second</td> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Vote</td> </tr> </table> | Motion | Second | Vote | |
| Motion | Second | Vote | | |
| 2. 2026-27 West End CAC Presentation Themes | - Roxanne Ramirez | | | |
| <table border="0" style="width: 100%;"> <tr> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Motion</td> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Second</td> <td style="border-top: 1px solid black; width: 33%; text-align: center;">Vote</td> </tr> </table> | Motion | Second | Vote | |
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| 3. CAC Executive Committee Positions | - Roxanne Ramirez | | | |
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| Motion | Second | Vote | | |

FUTURE AGENDA ITEMS/ADJOURNMENT

- | | |
|------------------------|-------------------|
| E. Future Agenda Items | - Roxanne Ramirez |
| F. Adjournment | - Roxanne Ramirez |

The meeting location for Community Advisory Committee will be held at 8265 Aspen Ave., Rancho Cucamonga, CA 91730. Agenda packets are available on the WESELPA website www.weselpa.net or you may request an agenda packet by calling (909) 476-6131, 72 hours before the scheduled meeting.

* Handout Included ** Handout to be distributed at the 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 Natalie Vivar at (909) 476-6131, at least two days before the meeting date.

West End SELPA
Community Advisory Committee
 Meeting Minutes
 February 10, 2026

<u>District</u>	<u>Present</u>	<u>Absent</u>
Alta Loma	Gina Barker	
Central		Karen Peters
Chaffey Joint Union		
Chino Valley Unified		Brandy Gambino
Cucamonga	Roxanne Ramirez	
Etiwanda	Geovanni Valley	
Etiwanda	Emily Waters	
Mountain View		
Mt. Baldy		Andrea Acevedo
Upland Unified	Karen Fiala	
IRC Agency		Mona Jaber
West End SELPA	Ricky Alyassi, Tim Chatkoo, Natalie Vivar, Julie Macias	

CALLED TO ORDER:

Chairperson called meeting to order at 5:36 p.m.

A. ADMINISTRATIVE ITEMS

1. Introductions and Welcome

The Chair opened the meeting, welcoming attendees and facilitating introductions.

2. Acceptance of Agenda for February 10, 2026

Motion made by Karen Fiala to accept February 10, 2026, Community Advisory meeting agenda as presented, seconded by Gina Barker, motion carried on a 5-0-0-3.

Ayes: Gina Barker, Roxanne Ramirez, Geovanni Valley, Emily Waters, Karen Fiala

Nays: 0

Abstain: 0

Absent: 3

3. Acceptance of CAC Meeting Minutes for September 09, 2025

Motion made by Gina Barker to accept September 09, 2025, CAC meeting minutes as presented, seconded by Geovanni Valley, motion carried on a 5-0-0-3.

Ayes: Gina Barker, Roxanne Ramirez, Geovanni Valley, Emily Waters, Karen Fiala

Nays: 0

Abstain: 0

Absent: 3

4. SELPA Administrator's Report

The Chief Administrative Officer shared that the updated website is designed to improve accessibility, navigation, and user experience. He explained that enhancements include

streamlined navigation, improved mobile access, and easier access to key resources for families, staff, and community members. A brief demonstration of the website was provided, including features related to CAC information, meeting materials, and family resources. During discussion, a member expressed support for the updates and noted that the improved navigation was beneficial. The Chief Administrative Officer invited continued feedback from members to support ongoing development and refinement of the site.

5. District/Agency Reports

The Chair introduced the district report portion of the meeting, noting that each member would have an opportunity to share updates. The Chief Administrative Officer reminded members, especially new representatives, that district reports are an opportunity to connect with their district's special education director prior to the meeting and share any relevant information from their district or community. Members were also encouraged to share personal perspectives if they wished. It was noted that providing a report is optional, and members may simply indicate "no report" if they have nothing to share.

Alta Loma: No report provided.

Central – not present

Chino Valley: not present

Cucamonga: Cucamonga's Chairperson-Elect shared that the fourth and fifth grade special education program at Cucamonga Elementary is progressing well, with a temporary staffing change anticipated due to a leave of absence.

Etiwanda: The Etiwanda staff representative shared efforts to engage staff and families in promoting student participation in upcoming Annual Art & Writing Showcase. She highlighted a positive interaction with a student and family during a meeting, noting the student's enthusiasm and interest in performing, and indicated follow-up would occur regarding potential participation.

Etiwanda: The Etiwanda parent representative director shared on two new programs, including a vocational-style program at a middle school site where students practice real-life skills such as taking orders, handling transactions, and preparing beverages. He also shared a school-based program designed to improve social engagement and reduce behavioral challenges among students with social skill needs. He noted that both programs have shown positive outcomes and expressed interest in seeing potential expansion to additional school sites.

Upland: The Upland parent representative reported that the Director of Special Education position is currently in transition and that an interim director has been appointed. She noted that services remain in place with no major changes to the department and that the district is in the process of seeking a permanent replacement.

B. PUBLIC COMMENTS:

None.

C. DISCUSSION ITEMS

1. District CAC Appointments: Alta Loma, Central, Cucamonga, Mt. Baldy and Mountain View (even year)

Chief Administrative Officer presented the District CAC appointments for Chaffey, Chino Valley, Etiwanda, and Upland (even-year). CAO reviewed the narrative for the District CAC Appointments.

2. Empowered Parenting – Spring 2026

Coordinator, ADR presented the Empowered Parenting - Spring 2026. She reported that the upcoming session will be offered virtually over a six-week period and is open to all families. She shared that outreach materials are being distributed to encourage participation and noted continued strong registration interest from prior sessions. She explained that the workshop provides support for families on topics related to student development and collaboration and includes guest presentations from subject matter experts. She encouraged members to share information to support increased participation.

3. Legislative Sharing Day 2026

The Chief Administrative Officer presented the upcoming Legislative Sharing Day 2026. He shared that the event will take place in May and reviewed its purpose as an opportunity for SELPA representatives to advocate for funding and support at the state level. During discussion, a member shared their prior experience attending the event, highlighting the opportunity to engage with legislators and advocate on behalf of students and families.

4. Annual Art & Writing Showcase

The Chief Administrative Officer shared about the upcoming Annual Art & Writing Showcase. He reported that the event continues to grow and encouraged participation and volunteer support from members. He noted that digital submissions have increased accessibility for families and that event planning is underway, including expanded activities and logistics. The SELPA Manager reviewed volunteer opportunities and event details, including check-in, setup, and event support roles, and indicated that additional outreach will occur to secure volunteers. During discussion, members provided feedback regarding event logistics, including suggestions for managing outdoor conditions and improving organization of materials, which staff acknowledged for consideration.

D. Business Action Items

1. Acceptance of 2025-26 Revised CAC Meeting Schedule

Motion made by Emily Waters to accept the revised 2025-26 CAC meeting schedule as presented, seconded by Karen Fiala, motion carried on a 5-0-0-3.

Ayes: Gina Barker, Roxanne Ramirez, Geovanni Valley, Emily Waters, Karen Fiala

Nays: 0

Abstain: 0

Absent: 3

E. Future Agenda Items

None.

F. Adjournment

Motion made by Gina Barker to adjourn the February 10, 2026 CAC business meeting, seconded by Geovanni Valley, motion carried on a 5-0-0-3.

Ayes: Gina Barker, Roxanne Ramirez, Giovanni Valley, Emily Waters, Karen Fiala

Nays: 0

Abstain: 0

Absent: 3

The meeting adjourned at 6:28 p.m.

West End SELPA
Community Advisory Committee
 Meeting Minutes
 April 7, 2026

<u>District</u>	<u>Present</u>	<u>Absent</u>
Alta Loma		Gina Barker
Central		Karen Peters
Chaffey Joint Union		
Chino Valley Unified		Brandy Gambino
Cucamonga	Roxanne Ramirez	
Etiwanda		Geovanni Valley
Etiwanda	Emily Waters	
Mountain View		
Mt. Baldy		Andrea Acevedo
Upland Unified	Karen Fiala	
IRC Agency		Mona Jaber
West End SELPA	Ricky Alyassi, Tim Chatkoo, Natalie Vivar, Julie Macias	

CALLED TO ORDER:

The Chairperson-Elect called the meeting to order at 5:39 p.m. A quorum was not established; therefore, no action items were considered or voted on.

No public comment for Administrative Items – A-1-A-5.

A. ADMINISTRATIVE ITEMS

1. Introductions and Welcome

The Chair opened the meeting, welcoming attendees and facilitating introductions.

2. Acceptance of Agenda for April 07, 2026

No action was taken.

3. Acceptance of CAC Meeting Minutes for February 10, 2026

No action was taken. Item will be brought forward to May 04, 2026 business meeting.

4. SELPA Administrator's Report

The Chief Administrative Officer reported that he recently visited Los Osos High School in the Chaffey Joint Union High School District, where he spoke to the Future Business Leaders of America (FBLA) chapter about education and the business aspects of education. He shared that the chapter includes a diverse group of students. He shared that students participated in an interactive activity to develop innovative solutions related to school district needs, including a student-designed concept for an AI-powered recycling system. Lastly, the FBLA students were attending a statewide conference in Anaheim.

5. District/Agency Reports

Alta Loma: Not present

Central – Not present

Chino Valley: Not present

Cucamonga: Cucamonga parent representative shared that she received information from a recent Inland Regional Center (IRC) meeting regarding services available to students beginning at age 14, including life skills and transition supports that may continue into adulthood. She expressed interest in an upcoming inclusive school event and stated that additional details would be shared when available. She also shared on a planned site visit involving local and state representatives to observe an inclusive classroom program at a district school, noting that the program integrates students in general and special education settings. Lastly, she shared a concern raised by a parent regarding information provided to a student about postsecondary opportunities for students with disabilities and inquired about the availability of scholarships.

Etiwanda: Not present

Etiwanda: The staff representative shared that there were 68 student entries submitted for the Annual Art & Writing Showcase and that 21 staff members were nominated by families. Additionally, she shared that the district's superintendent will be retiring at the end of this school year.

Upland: The Upland parent representative shared that Upland Unified School District has hired its first Board Certified Behavior Analyst (BCBA). She stated that the BCBA will begin providing training to staff, including paraprofessionals, and that there are plans to expand training opportunities to parents and across school sites in the future.

B. PUBLIC COMMENTS:

None.

C. DISCUSSION ITEMS

1. Fiscal Notifications

The Fiscal Program Manager presented a thorough overview of fiscal notifications a-d. Notification A - 2026–27 Regional Program Fee-for-Service Rates, Notification B - 2026–27 Preliminary AB602 Funding Model, Notification C - 2026–27 Mental Health Funding Model, and Notification D - 2026–27 SELPA Administrative Budgets.

2. 2026-27 CAC Proposed Meeting Schedule

The Chief Administrative Officer presented the proposed 2026–27 Community Advisory Committee (CAC) meeting schedule.

3. District CAC Appointments: Alta Loma, Central, Cucamonga, Mt. Baldy and Mountain View (even year)

Chief Administrative Officer presented the District CAC appointments for Chaffey, Chino Valley, Etiwanda, and Upland (even-year). CAO reviewed the narrative for the District CAC Appointments.

4. Legislative Sharing Day 2026

The Chief Administrative Officer shared information regarding the upcoming Legislative Sharing Day in Sacramento. He shared that SELPA staff coordinate meetings with state legislators and that parent representatives are invited to participate to share perspectives on special education programs and needs. Lastly, he shared that participation is limited and that invitations will be extended to interested CAC members.

5. Local Plan – Section D: Annual Budget Plan and Section E: Annual Service Plan

The Fiscal Program Manager presented Section D: Annual Budget Plan of the Local Plan. He shared that the plan identifies projected special education revenues and expenditures for the SELPA, including member districts and county-operated programs. The expenditures exceed revenues, with the majority of costs attributed to personnel. Lastly, he shared that the difference between revenues and expenditures is primarily funded through local contributions from district general funds. The Chief Administrative Officer presented Section E: Annual Service Plan, explaining that it identifies all special education services available to students with disabilities under the Individuals with Disabilities Education Act (IDEA). He stated that the plan reflects a snapshot in time of services currently provided across member districts and school sites, based on student needs as documented in individualized education programs (IEPs)

6. WESELPA Website

The SELPA Manager provided an update on the SELPA website, including enhancements to improve access to the Community Advisory Committee (CAC) webpage. She shared that a dedicated CAC tab has been added to the homepage and can also be accessed through the governance section. She reviewed the content available on the CAC webpage, including member information, meeting schedules, agenda materials, and presentation resources. She also highlighted the Annual Art & Writing Showcase webpage, which includes event information, applications, and archived materials from prior years. She requested feedback from committee members regarding additional content or improvements to the CAC webpage.

7. CAC – March Presentation Update

The coordinator provided an update on the March presentation, sharing that participants found the information useful, particularly regarding transition topics. She reported that attendance was limited and that staff will explore strategies to increase participation, including alternative formats.

8. Annual Art & Writing Showcase

The Chief Administrative Officer provided an update on the upcoming Annual Art & Writing Showcase.

D. Business Action Items

1. Acceptance of 2025-26 Revised CAC Meeting Schedule

No action was taken.

E. Future Agenda Items

- Meeting minutes – 02.10.2026
- 2026-27 CAC Meeting Schedule

F. Adjournment

No action was taken.

The meeting adjourned at 7:23 p.m.

West End SELPA
Community Advisory Committee
 Meeting Minutes
 May 5, 2026

<u>District</u>	<u>Present</u>	<u>Absent</u>
Alta Loma		Gina Barker
Central		Karen Peters
Chaffey Joint Union		
Chino Valley Unified		Brandy Gambino
Cucamonga		Roxanne Ramirez
Etiwanda	Geovanni Valley	
Etiwanda	Emily Waters	
Mountain View		
Mt. Baldy		Andrea Acevedo
Upland Unified	Karen Fiala	
IRC Agency		Mona Jaber
West End SELPA	Natalie Vivar, Julie Macias	Ricky Alyassi

CALLED TO ORDER:

The meeting was called to order at 5:38 p.m. A quorum was not established; therefore, no action items were considered or voted on.

No public comment for Administrative Items – A-1-A-5.

A. ADMINISTRATIVE ITEMS

1. Introductions and Welcome
Welcome and introductions were conducted.
2. Acceptance of Agenda for May 05, 2026
No action was taken.
3. Acceptance of CAC Meeting Minutes for February 10, 2026
No action was taken. Item will be brought forward to September 08, 2026 business meeting.
4. Acceptance of CAC Meeting Minutes for April 07, 2026
No action was taken. Item will be brought forward to September 08, 2026 business meeting.
5. SELPA Chief Administrative Officer's Report
The coordinator shared a historical video of the Annual Art & Writing Showcase highlighting its history and evolution of the event over the years. Committee members provided positive feedback on the 2026 Art & Writing Showcase, noting strong student and family engagement and overall event organization.
6. District/Agency Reports

Alta Loma: Not present

Central – Not present

Chino Valley: Not present

Cucamonga: Not present

Etiwanda: No report.

Etiwanda: The staff representative shared an update regarding district participation in the Annual Art & Writing Showcase, noting strong student participation and staff nominations. She shared plans to increase outreach to staff to help encourage attendance and awareness of the event. Lastly, Etiwanda has appointed a new Superintendent.

Upland: The Upland parent representative shared that Upland Unified School District has appointed a new director for the special education department.

B. PUBLIC COMMENTS:

None.

C. DISCUSSION ITEMS

1. Community Advisory Committee Annual Report

The coordinator presented the Community Advisory Committee Annual Report highlighting the Annual Art & Writing Showcase, CAC meetings and presentations and membership renewal timelines.

2. District CAC Appointments: Alta Loma, Central, Cucamonga, Mt. Baldy and Mountain View (even year)

The coordinator presented the District CAC appointments for Chaffey, Chino Valley, Etiwanda, and Upland (even-year).

3. WESELPA CAC 2026-27 Presentation Suggestions

The coordinator and committee members discussed potential 2026/27 parent presentation topics, including Strategies for Behaviors – What is a BIP, How to address behaviors in an IEP, Accommodations and Understanding, Parent rights/Beyond parental rights, How to be an informed parent participant, Open Communication with the IEP team, and 504 vs IEP. The presentation suggestions will be revisited at the September meeting. The committee also discussed the 2026/27 Annual Art & Writing Showcase theme and agreed on “Through the Looking Glass”.

D. Business Action Items

1. Acceptance of 2026-27 CAC Meeting Schedule

No action was taken.

E. Future Agenda Items

- 2026/27 Presentation Themes
- 2026-27 CAC Meeting Schedule
- Meetings Minutes for February and April

F. Adjournment

No action was taken.

The meeting adjourned at 6:15 p.m.

WESELPA Fiscal Transfer/Update Notification September 2026

- a. 26/27 Projected AB602 Funding Model – The SELPA-wide apportionment is projected to be \$113,930,899 with district specific estimates summarized below:

District	2026/27 Projected AB602
West End Student Services	31,917,087
Alta Loma	4,841,625
Central	1,147,252
Chaffey	20,974,069
Chino Valley	25,196,439
Cucamonga	198,601
Etiwanda	17,585,241
Mountain View	359,573
Mt Baldy	439,321
Upland	8,846,850
SELPA	2,424,841
TOTAL	113,930,899

- b. 26/27 Projected Mental Health Funding Model – Mental Health related expenditures are projected to be approximately \$5,837,438 with district specific Mental Health contributions summarized below:

District	MH Contributions
SBCSS	37,893.00
Alta Loma	373,679.68
Central	278,201.09
Chaffey	1,460,426.58
Chino	1,723,332.83
Cucamonga	154,577.06
Etiwanda	938,028.97
Mountain View	252,954.82
Mt Baldy	4,786.12
Upland	613,557.84
Total	\$ 5,837,437.99

Community Advisory Committee **Representatives**

Community Advisory Committee representatives serve an important role as a liaison between the community and the district director of special education. Representatives recommend priorities for special education services, assist in parent education, and support activities on behalf of individuals with exceptional needs.

In accordance with the Community Advisory Committee bylaws, the **Chaffey JUHSD, Chino Valley USD, Etiwanda SD, and Upland USD** school districts shall appoint parent representatives in odd-numbered years to the Community Advisory Committee for a two-year term, beginning July 1, 2027, and ending June 30, 2029. The representative should be a parent of a student residing and enrolled in the school district or a district-offered school program. The appointment is by the action of the District Board of Education.

Once the School District Board of Education has approved the appointment of the district representative, please forward the name, and contact information for the representative, and a copy of the board approval to Natalie Vivar, SELPA Manager, West End SELPA.

Community Advisory Committee
Chairperson Nominations
 2026-27

CAC Bylaw description for Chairperson

Section 6.3 Terms of Office

The term of office shall be two years. No person shall serve more than three consecutive terms in one office with the exception of the Chairperson who may serve four consecutive terms. In the event of a vacancy for any reason, the office shall be filled by majority vote of the quorum present at the next meeting following the vacancy.

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 is 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, 2026 and ending June 30, 2028.

Community Advisory Committee
Chair-Elect Nominations
 2026-27

Section 6.3 Terms of Office
 The term of office shall be two years. No person shall serve more than three consecutive terms in one office with the exception of the Chairperson who may serve four consecutive terms. In the event of a vacancy for any reason, the office shall be filled by majority vote of the quorum present at the next meeting following the vacancy.

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

Chairperson Elect – Assist the Chairperson in his/her absence and in the event the Chairperson is unable to continue to serve, assume that position. Preside at meetings in the Chairpersons' absence. Serve on the Executive Committee and any subcommittees as appointed to do so. Will serve as chair in next term

Nominations for Chair-Elect

This position will have a two (2) year term beginning July 1, 2026 and ending June 30, 2028.

Community Advisory Committee
Secretary Nominations
 2026-27

Section 6.3 Terms of Office

The term of office shall be two years. No person shall serve more than three consecutive terms in one office with the exception of the Chairperson who may serve four consecutive terms. In the event of a vacancy for any reason, the office shall be filled by a majority vote of the quorum present at the next meeting following the vacancy.

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 subcommittee reports. Receive and transmit committee correspondence and materials designated by the members, including public notification and notification to members prior to 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, 2026 and ending June 30, 2028.

Community Advisory Committee
Parliamentarian Nominations
 2026-27

Section 6.3 Terms of Office

The term of office shall be two years. No person shall serve more than three consecutive terms in one office with the exception of the Chairperson who may serve four consecutive terms. In the event of a vacancy for any reason, the office shall be filled by a majority vote of the quorum present at the next meeting following the vacancy.

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

Parliamentarian - To assist the Chairperson in keeping the meeting focused on the agenda and to follow parliamentary procedures and those required by the Ralph M. Brown Act.

Nominations for Parliamentarian

This position will have a two (2) year term beginning July 1, 2026 and ending June 30, 2028.

Community Advisory Standing Committee Members

COMMITTEE	2026/27	2025/25
<u>Art and Writing Contest and Awards Committee-</u> The Art and Writing Contest and Awards Committee will assist in the planning, organizing, and promotion of this event. It will assist in the solicitation of nominees; assist in judging and the selection of finalists for the Art and Writing Contest and Teacher Awards. It will assist in determining the number of finalists and the number and amount of monetary award(s).		Gina Barker/Roxanne Ramirez
<u>Local Plan Review and Legislative Committee-</u> The Local Plan Review and Legislative Committee will read and review the Local Plan, assist in the development, and provide recommendations for changes and/or improvements in programs for students with disabilities in accordance with the California Education Code. It will encourage involvement and comments from the community regarding the programs, services, and the Local Plan. It will submit a written report and/or send a representative as needed, to the West End SELPA Advisory Committee and Superintendents' Council. It will keep CAC members and the community informed regarding pertinent legislation.		Brandy Gambino/Roxanne Ramirez
<u>Parent and Community Education Committee-</u> The Parent and Community Education Committee will assist in educating students, parents, school staff, and the community about individuals with exceptional needs through newspapers, newsletter articles, organized educational presentations, and so forth. It will encourage parent awareness and assist in referrals and information exchange between various parent support groups, organizations, individuals, agencies, and appropriate school or district staff. It will assist and participate, when appropriate and available, with in-service activities, parent education, and any CAC training.		Geovanni Valley/Karen Fiala
<u>Public Information and Membership Committee-</u> The Public Information and Membership Committee will assist in providing the media with information regarding the CAC and its activities. It will provide or assist in organizing opportunities to provide CAC and WESELPA pamphlets to interested persons in the local community. It will take opportunity, when appropriate; to recruit members that reflect the community the West End SELPA serves. It will stay in contact with the CAC Secretary regarding membership vacancies, members term of office, and ensure that the membership stays in accordance with the CAC Bylaws and the California Education Code.		Roxanne Ramirez/Emily Waters



Community Advisory Committee (CAC)

Meeting Schedule 2026/27

DATE	TIME	MEETING TYPE
Tuesday, September 08, 2026	5:30 PM	Business Meeting
Tuesday, October 06, 2026	5:30 PM	Presentation (Virtual)
Tuesday, November 10, 2026	5:30 PM	Business Meeting
Tuesday, February 09, 2027	5:30 PM	Business Meeting
Tuesday, March 09, 2027	5:30 PM	Presentation (Virtual)
Tuesday, April 06, 2027	5:30 PM	Business Meeting
TBD	TBD	Art & Writing Showcase
Tuesday, May 04, 2027	1:30 PM	Business Meeting

MEETING LOCATION: WEST END EDUCATION SERVICE CENTER - 8265 ASPEN AVE., RANCHO
CUCAMONGA, CA 91730

ANNUAL ART & WRITING SHOWCASE LOCATION: TBD