

**Ontario-Montclair School District**

Briggs Educational Center  
950 West D Street  
Ontario, CA 91762  
Briggs

**Community Advisory Committee Special Meeting**

October 20, 2023

**MINUTES**

**I. CALL TO ORDER**

The Ontario-Montclair School District Community Advisory Committee (CAC) Meeting was called to order at 9:08 A.M by Nicole Tamayo, CAC Chairperson.

**II. ROLL CALL**

**Members Present:** Ms. Alexandra Garcia, Ms. Levi Macedo, Ms. Martina Ortega, Mrs. Nicole Tamayo,

**Members Absent:** Ms. Jamie Melban, Ms. Flora Martinez, Mrs. Claudia Vasquez, and Ms. Marisela Barraza,

**Translator Present:** Ms. Sagrario Saldana and Ms. Liceth Saravia

**SELPA Executive Assistant:** Ms. Candice Hernandez

**Administrators Present:** Dr. Alana Hughes-Hunter, Assistant Superintendent of SELPA & Equity and Mr. Nelson Favela, Director II Special Education

**III. WELCOME AND INTRODUCTIONS**

a. Guests:

- i. Dr. Christina James, OMSD Special Education Director
- ii. Henrietta Udensi, OMSD Director II
- iii. Rubysela Hluz, OMSD Special Education Program Specialist
- iv. Christopher Beswick, OMSD Special Education Program Specialist
- v. Emily Winebrenner, OMSD Special Education Program Specialist

**IV. ADOPTION OF AGENDA**

Upon a motion by Ms. Martina Ortega and seconded by Ms. Alexandra Garcia the Community Advisory Committee Members **APPROVED, Adoption of Agenda**, by a unanimous 4-0-0 vote by CAC Members.

**V. ADOPTION OF MINUTES**

Upon a motion by Ms. Martina Ortega and seconded by Ms. Alexandra Garcia the Community Advisory Committee Members **APPROVED, Adoption of Minutes from September 28, 2023**, by a unanimous 4-0-0 vote by CAC Members.

**VI. GENERAL PUBLIC COMMENTS**

- a. None.

**VII. REVIEW PARENT GUIDE TO THE IEP PROCESS**

Dr. Hughes-Hunter informed the committee that The Parents Guide to The IEP Process is currently being revised and will be available for the upcoming CAC meeting in January. This will be a tool available to assist parents and families on the IEP process to help guide them and give them the tools and resources on the process.

**VIII. REVIEW OF ASSEMBLY BILLS**

Dr. Hughes-Hunter informed the committee that at this time we did not have any new assembly bills to be discussed. Any new assembly bills will be brought forward to discuss at the next meeting.

**IX. ACTION ITEMS**

- a. None

**X. ANNOUNCEMENTS**

- a. Parent Workshop Resource for Parents: October 25, 2023 at 5:00 p.m., Location: Briggs B1 & B2
- b. Parent Workshop Social Skills: January 17, 2024 at 5:00 p.m., Location: Briggs B1 & B2
- c. Next Community Advisory Committee Meeting: January 18, 2024 at 9:00 a.m.

**XIII. ADJOURNMENT**

Upon a motion by Ms. Martina Oretga and seconded by Ms. Alexandra Garcia, the Community Advisory Committee Members **APPROVED**, the adjournment of the CAC Meeting at 9:40 A.M., by a unanimous 4-0-0 vote by CAC Members.