

## COMMUNITY ADVISORY COMMITTEE BOARD MEETING

**Date/Time:** Thursday, May 19, 2022 / 9:30am – 10:30am

**Location:** Zoom

### AGENDA

- I. **Call to Order:** District Representative Anne Russell Lowell Joint School District, North Orange County SELPA Community Advisory Committee Board Chairperson, Anne Russell. Annual CAC Board Meeting.
  - A. Anne Russell
  - B. Christina McReynolds
  - C. Miyoko Itokazu
  
- II. Approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Board Meeting Agenda for May 19, 2022
  - A. No quorum
  
- III. **Open Session:**
  - A. **Communications from the Public** - Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a 450 word or less statement via email to [migarta@lahabraschools.org](mailto:migarta@lahabraschools.org), including your name and the item you are speaking on, before 5:00 PM on Wednesday, May 18, 2022. When the Board considers the item, the email will be read by the NOC SELPA Community Advisory Committee Board Secretary before the Board action.
  - B. **Topics Not on the Agenda** - Any member of the audience may address any issue by following the same identification process, as noted above. The Board cannot take action or express a consensus of approval or disapproval of any oral communication. Communications are limited to 450 words.
  
- IV. **Action Item(s):**
  - 1.0 No approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Board Minutes for March 17, 2022 due to no scheduled Board Meeting.
  
- V. **Discussion/Information Item(s):**
  - 2.0 Board Members
    - i. Reviewed current board members.
      1. New member from FJUHSD, Miyoko Itokazu.
      2. In need of representatives
        - a. BPSD - parent and district representatives
        - b. FSD - parent representative
        - c. FJUHSD - parent/student representative (Section 4.1,
      3. In need of Vice Chairperson
    - ii. Reviewed roles and responsibilities of the officers.
      1. Chairperson - attends all committee meetings, directs the planning of parent education presentations, and develops CAC meeting agenda.
      2. Vice Chairperson - assists the Chairperson in his/her absence and provides CAC information to the local media, websites, and districts.
      3. Secretary - records attendance and minutes of all committee meetings, advises Chairperson of the membership status of each member, and keeps a membership list that includes dates of appointment and end of term.
    - iii. Focus for CAC in 2022-2023
      1. Create a brochure or flyer to promote CAC's website, resources, presentations, and involvement.

- a. Christine McReynolds will help create a flyer with a QR code that will direct to CAC website
- b. Flyers will be distributed to districts to be shared with parents of children with special needs
- c. Flyers may be kept in the office, IEP Rooms, given to case managers to distribute, or shared at school events.
- iv. Members serve a 2 year term, July 1-June 30
- v. Board Meetings will continue to be held on Zoom until the committee determines otherwise.
- vi. Board Meetings will continue to be held at 11:30am following the parent presentations until the committee determines otherwise.

**3.0 Reflection/Notes from April 21, 2022 Parent Meeting “Annual Budget and Service Plan”**

- i. SELPA Director, Dr. Jean Martin, presented to parents and reviewed the Annual Budget and Service Plan.
- ii. SELPA Representative, Christina McReynolds, will present at the next Annual Budget and Service Plan in April 2023.

**4.0 Upcoming 2022-2023 trainings and board meetings Reviewed**

- i. September 15 - “IEP Notebook” (Anne Russell)
  - 1. Flyer should state that materials will be available for pick up at the SELPA office on Sept. 12-14 from 9am-12pm.
  - 2. Registration should ask if parents have received a binder previously or if this is their first binder.
  - 3. Share activities that support individuals with special needs (e.g. sports programs, after school programs, special events, etc.)
    - a. CAC representatives - please share information for community activities that support students with special needs by emailing Anne Russell or Christina McReynolds
      - i. Once approved, information will be shared on our website under Resources.
- ii. November 17 - “Transition from Middle to High School” (Kristina Dominguez / Miyoko Itokazu)
  - 1. Include in presentation Open Enrollment discussion and determination process in Transition IEP Meeting
- iii. January (TBD) - “Where are they now?” Student Success Stories (Kelli Edwards)
- iv. March 16 - “Mental Health Resources for Parents/Families” (Raina Lee)
- v. April 20- “Annual Budget and Service Plan” (Christina McReynolds)

**5.0 Review/confirm training ideas/dates for 2022/2023 school year**

- i. Board Meetings will be held on same day as Presentations/Trainings
- ii. Board Meetings will begin at 11:30am
- iii. All Board Members are expected to attend

**VI. Suggested Items for Next Agenda**

- 6.0** Nominate new Vice Chairperson and new board member positions

**VII. Adjournment**