**COMMUNITY ADVISORY COMMITTEE BOARD MEETING**

**Date/Time:** Thursday, January 19, 2023 / 11:30 am – 12:30 pm

**Location:** North Orange County SELPA Office

1021 W. Bastanchury Road #161

Fullerton, CA 92833

**AGENDA**

1. **Call to Order:**  **11:36 AM by District Representative Anne Russell, Lowell Joint School District, North Orange County SELPA Community Advisory Committee Board Chairperson**

Anne Russell, LJSD District Representative, Chairperson

Erica Gomez, LJSD Parent Representative

Ortenzia Acevedo, Special Ed. TOSA FJUHS District Representative Sub Vice Chairperson

Tracy Berkley, FJUHSD Parent Representative

Robin Gilligan, SELPA Director

Cherie Hayes, BPSD Coordinator Representative

Brittany Contreras, LHCSD Representative

Catie Williamson, FSD Special Education TOSA

Cheyl Seitter, FSD Parent Representative

Quorum made 6 voting members.

1. Approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Board Meeting Agenda for January 19, 2023

Motion approved and seconded to approve minutes for November minutes. Passes of six votes.

# Open Session:

# Communications from the Public - Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a blue “Presentation Card” (located at the meeting entrance sign-in table). Please hand the completed card to Brittany Contreras, Secretary. When the Board considers the item, the individuals submitting blue cards will be called upon prior to Cabinet Action.

* 1. **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. State your name prior to your presentation. Speakers are limited to three (3) minutes.
     1. Discussion on recruiting parents to CAC meetings and join board positions. Ideas for having special education teacher present at Back to School and Open House.

# Action Item(s):

# Approval of the NOC SELPA CAC Board Minutes of Meeting November 17, 2022 Minutes approved. First and second motions and motion passed with six votes.

# Approval of the March Board Meeting Date and Agenda Items First and second motions. Motion passed with six votes.

**V. Discussion/Information Item(s):**

1. Introduction of Board Members, need a parent representative from LHSDC?
2. Reflection/Notes from January 19, 2023 Presentation “Parent Rights and Navigating IEP Meetings”
   1. Reflection notes positive feedback on how it was broken down.
   2. Presentations are now able to record and post them.
   3. Presentations were presented in parent friendly language, simplified understanding of Parent Rights and Procedural Safeguards, IEP meeting portion was good for new parents just starting to understand IEPs.
   4. Some clarifying questions.
   5. About 30 participants.
3. Upcoming Trainings and Board Meetings: March 16 and April 20, 2023.
   1. Topics and dates confirmed. No changes.
4. Updated Parent Flyers and Distribution
   1. Review of the flyer.
   2. Idea brought to add flyer to Meeting Notice/Assessment Plan/Back-to-School Night/Bulletin Boards.
   3. Having room parents share out and help.
   4. Including flyer in Intro Letter to parents at the start of the year.
   5. Discussion of parent emails and how to send out information in flyers and it is different district by district for distribution.
   6. A QR for a google form to add their name and information to list serve.
5. Updating CAC Social Media Pages and Vice Chairperson
   1. Facebook page has not been updated since 2021.
   2. The Facebook link is not connected to the OCDE website for CAC.
   3. Linking Instragram and Facebook and possibly Twitter.
   4. Robin will work on Social Media connection and creating links on webpage for “Comments, Questions, & Feedback” as well as “Join our Listserv”
6. 2023-2024 Parent Training Topics and Board Meeting Dates
   1. Recommend to reach out and see other CAC topics for presentations.
   2. Recommendation for a presentation on Transitions within Special Education from middle school, highschool, to adult transition program. With focus on high school diploma, certificate of completion, and adult transition program options.
   3. Recommendation to find out what parents would like to learn about. Adding a google form that is in connection to the QR code.
   4. Open topics for September making an IEP Binder and a student resume (IEP and service information), January meeting possible focus of understanding Pathways, and need ideas for March meeting.

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# Suggested Items for Next Agenda

* 1. Parent Rep for LHCSD follow up
  2. Presentation Ideas for 2023-2024 School Year
  3. Update progress on Social Media, links for information, and district support to share CAC information with parents of students with special needs

**VII. Adjournment**

**Meeting adjourned at 12:39 pm.**

Next North Orange Community Advisory Committee Board Meeting: March 16, 2023