

**North Orange County Special Education Local Plan Area  
Community Advisory Committee Board  
Minutes of Meeting November 16, 2023**

**Location/Time:** NOC SELPA Office/ 11:30 a.m.

**In Attendance:**

Mrs. Anne Russell, District Representative and CAC Board Chairperson, Lowell Joint School District  
Ms. Miyoko Itokazu, District Representative and CAC Board Vice Chairperson, Fullerton Joint Union High School District  
Ms. Malia Quezada, District Representative and CAC Board Secretary, La Habra City School District  
Ms. Tracy Berkley, Parent Representative, Fullerton Joint Union High School District  
Ms. Catie Williamson, District Representative, Fullerton School District  
Ms. Chloe Medina, Parent Representative, La Habra City School District  
Ms. Rosie Singery, Parent Representative, Lowell Joint School District  
Mr. DeAndre Cooksie, OCDE ACCESS Representative  
Dr. Robin Gilligan, Ed.D., Director, North Orange County SELPA

**I. Call to Order:**

Chairperson Mrs. Anne Russell called to order the North Orange County (NOC) Special Education Local Plan Area (SELPA) Community Advisory Committee (CAC) Board Meeting at 11:40 a.m.

**II. Approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Board Meeting Agenda for November 16, 2023.**

The North Orange County Special Education Local Plan Area Community Advisory Committee Board Meeting Agenda for November 16, 2023 was presented.

A motion to approve the NOC SELPA Community Advisory Committee Board Meeting Agenda for November 16, 2023 was initiated and seconded.

Vote: 9 Yes, 0 No

Motion carried.

**III. Open Session:**

Chairperson Mrs. Anne Russell called for any communication from the public. No communication from the public was provided.

**IV. Action Item(s):**

**1.0 Approval of the NOC SELPA CAC Board Minutes of Meeting September 14, 2023.**

The NOC SELPA CAC Board Minutes of Meeting September 14, 2023 was presented for approval.

A motion to approve the NOC SELPA CAC Board Minutes of Meeting September 14, 2023 was initiated and seconded.

Vote: 9 Yes, 0 No

Motion carried.

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

**2.0 Board Member Introductions**

The CAC Board Members were introduced and welcomed.

**3.0 Feedback from November 16, 2023 Presentation “Transitions: Middle to High School to Adult Transition Program”**

The consensus was that the information shared in the presentation was very helpful to parents (especially the charts) and that each team provided helpful details for all students, both regarding general education programs & special education supports.

There were several questions submitted prior to the presentation regarding the Adult Transition Program (ATP) and access to ATP services. It was confirmed that the student’s birthday will determine when the student completes the ATP program during the school year or at the end of the fiscal year upon turning 22.

More information is needed regarding Fullerton College’s ATP, which appears to be funded by Fullerton College itself.

Fullerton Joint Unified School District (FJUHSD) will present to all NOC SELPA elementary school District teams, with FJUHSD providing all information to the elementary District teams to share with their students and families. As a reminder, open enrollment begins in January 2024.

The January CAC parent presentation will discuss post-graduation and ATP programs, along with additional details on the ATP “hubs” at each high school campus.

Overall, the presentation feedback was positive, and it was determined that the CAC

will continue offering this presentation in the future as a way to support parents and families.

#### **4.0 2023-2024 Board Members and Officer List**

The list of 2023-2024 NOC SELPA CAC Board members and officers was reviewed. There were no corrections or updates.

#### **5.0 2023-2024 NOC SELPA CAC Presentation Dates and Topics**

There was discussion regarding students following a diploma or certificate of completion program and when IEP teams should start discussing the appropriate path for each student. It was suggested that this conversation happen before the IEP team develops the student's Individual Transition Plan (ITP), and should also include a review of their independent skills, such as applying for a job, completing an interview, and maintaining employment.

It was confirmed that FJUHSD ATP Education Specialist Charlotte Dobyms will be the presenter in January 2024, and the new Alternative Pathway to a diploma will not be covered.

#### **6.0 NOC SELPA CAC Bylaws Review**

It was confirmed that all new Board members have access to the NOC SELPA CAC Shared Google Drive.

Further research is needed regarding Sections 3.2.5 (the NOC SELPA Newsletter) and 5.1.3 (notification days). All Board members will review the Bylaws and present amendments and possible revisions at the next Board meeting.

#### **7.0 NOC SELPA CAC Goals/Vision**

The NOC SELPA CAC Goals and Vision were reviewed and found within the CAC bylaws. Communication is a priority, especially how information is provided to parents/families. Presentation times were discussed, and it was confirmed that the presentations are recorded to allow viewing by parents who are unable to join live. It is also important to share positive information through social media and parent presentations with the goal of helping parents understand their child's IEP. District representatives are critical in facilitating this communication, as they serve as liaisons between the school district and the community.

One area with opportunity for growth is in identifying presentation topics that are of interest to parents. There was discussion regarding the low response level for past parent surveys, but it was suggested that holding a "Coffee/Cookies with the CAC Board" type of event could be a way to gather feedback from district communities.

To increase participation and interest in the NOC SELPA CAC, it is important that communication and information reaches a variety of groups, such as parents/families,

district education specialists, and teachers.

There was a discussion of holding a Resource Fair similar to the one held by Brea-Olinda Unified School District. A flier of the event was shared as a resource of ideas. OCDE may be a resource in helping to share insights on resource fairs as they do this regularly. Board members each took areas to research for possible booths such as Regional Center, Local Libraries, TASK, CHOC, and Help Me Grow. It was suggested that such an event could be combined with another district's event similar to a "Trunk or Treat."

#### **8.0 NOC SELPA CAC Social Media Pages and Updates**

There was discussion regarding Board members who helped support the NOC SELPA CAC Social Media pages in the past. A SELPA team member will look into sending a bulk email to all parents within NOC SELPA to inform and invite them to join NOC SELPA CAC, and NOC SELPA Director Dr. Robin Gilligan will request access to the NOC SELPA CAC Facebook page. Other social media platforms may be considered as ways to advertise and share information regarding NOC SELPA CAC.

#### **VI. Suggested Items for Next Agenda**

The next agenda will include a discussion item to update the CAC Bylaws and edit any of the goals/vision of the CAC, including removing old language and editing sections that are no longer applicable.

There will be a discussion item to share an update on the CAC Listserv.

There was a request to hold CAC Board Meetings via Zoom. It was shared that the NOC SELPA CAC Board meetings must be in person due to Brown Act requirements.

Legislative Sharing Day will be a discussion item. The event will be held April 30-May 1, 2024.

#### **VII. Adjournment**

The meeting was adjourned at 12:51 p.m.