

**North Orange County Special Education Local Plan Area  
Community Advisory Committee  
Minutes of Meeting January 16, 2025**

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

**In Attendance:**

Ms. Claudia Licon, Buena Park School District (Parent Representative)  
Ms. Cherie Hayes, Buena Park School District (District Representative)  
Ms. Karen Yingling, Fullerton School District (Parent Representative)  
Ms. Catie Williamson, Fullerton School District (District Representative)  
Ms. Miyoko Itokazu, Fullerton Joint Union High School District (District Representative and CAC Vice Chairperson)  
Ms. Chloe Medina, La Habra City School District (Parent Representative)  
Ms. Malia Quezada, La Habra City School District (District Representative and CAC Secretary)  
Ms. Tracy Berkley, Community Member  
Ms. Cheryl Seitter, Community Member  
Ms. Laura Margulieux, North Orange County SELPA Executive Assistant  
Dr. Robin Gilligan, North Orange County SELPA Director

**I. Call to Order:**

NOC SELPA CAC Vice Chairperson Ms. Miyoko Itokazu called to order the North Orange County (NOC) Special Education Local Plan Area (SELPA) Community Advisory Committee (CAC) Meeting at 11:36 a.m.

**II. Approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Meeting Agenda for January 16, 2025.**

The NOC SELPA CAC Meeting Agenda for January 16, 2025 was presented and approved by all members present.

**III. Open Session:**

No additional items were brought forward for discussion.

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

**1. Approval of the NOC SELPA CAC Board Minutes of Meeting September 12, 2024**

The NOC SELPA CAC Board Minutes of Meeting September 12, 2024 were presented for approval.

A motion to approve the NOC SELPA CAC Board Minutes of Meeting September 12, 2024 was initiated by Ms. Cherie Hayes. Ms. Catie Williamson seconded the

motion.  
Vote: 9 Yes, 0 No.

Motion carried.

**2. Approval of the NOC SELPA CAC Board Minutes of Meeting November 14, 2024**

The NOC SELPA CAC Board Minutes of Meeting November 14, 2024 were presented for approval.

A motion to approve the NOC SELPA Minutes of Meeting November 14, 2024 was initiated by Ms. Cherie Hayes. Ms. Catie Williamson seconded the motion.

Vote: 9 Yes, 0 No

Motion carried.

**3. Approval of the Revised 2024-2025 NOC SELPA CAC Presentation Schedule**

The revised 2024-2025 NOC SELPA Presentation Schedule was presented for approval. The revised schedule removes the parent panel and resource fair originally scheduled for February 2025 following conversations at previous CAC meetings regarding the NOC SELPA CAC participating in a resource fair in the spring that is already being planned.

The members expressed support for the proposed revision to the schedule and the idea of participating in resource fairs and community events.

A motion to approve the revised 2024-2025 NOC SELPA CAC Presentation Schedule was initiated by Ms. Cherie Hayes. Ms. Catie Williamson seconded the motion.

Vote: 9 Yes, 0 No

Motion carried.

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

**4. 2024-2025 Members and Officer List**

The current 2024-2025 CAC members and officer list was reviewed. The contact information was reviewed and updated as necessary. Dr. Robin Gilligan noted that the Fullerton Joint Union High School District and the Orange County Department of Education are in the process of securing their parent representatives.

**5. Officer Nominations**

The duties of the NOC SELPA CAC officers outlined in the bylaws were reviewed, and the following individuals were nominated for the positions of Chairperson, Vice Chairperson, and Secretary. Officers will be selected at the February 27, 2025 CAC meeting.

**Chairperson**

Ms. Miyoko Itokazu  
Ms. Chloe Medina

**Vice Chairperson**

Ms. Chloe Medina  
Ms. Malia Quezada

**Secretary**

Ms. Malia Quezada  
Ms. Catie Williamson

**6. Feedback from the January 16, 2025 Presentation “Alternative Pathway to a High School Diploma”**

Feedback was shared regarding the language used when reviewing certain information, particularly the legal requirements, and it was suggested that the language be simplified to ensure the information in this presentation and future CAC presentations is clear and easily understood by the audience.

There was also discussion regarding the importance of increasing awareness and understanding of the resources available to families of children with exceptional needs, such as the SELPA and the CAC. LEA staff education is also important so they can answer questions and serve as a key communication channel to disseminate information along with social media and other methods used by LEAs and school sites.

The hope is to increase CAC participation by educating families about the CAC and providing meaningful presentations.

**7. 2024-2025 CAC Parent Resource Fair Planning**

This item will be on the next agenda.

**8. 2024-2025 NOC SELPA CAC Meeting Dates**

The next CAC meeting will be on February 27, 2025. There will be no presentation before this meeting.

**9. NOC SELPA CAC Goals**

Section 3.1 of the NOC SELPA bylaws, which defines the broad goal of the CAC, was reviewed. There will be an item on the next agenda regarding collaborating with

LEAs to ensure there is understanding and awareness at the LEA level of the NOC SELPA and the CAC's role.

**10. Communication Back to LEAs**

Following earlier discussions, there was additional conversation about “reintroducing” SELPA supports and services at the LEA level and how to best connect with families to share this information.

**VI. Suggested Items for Next Agenda**

No additional items were suggested beyond those noted in agenda items 5, 7, and 9 above.

**VII. Adjournment**

The meeting was adjourned at 12:40 p.m.