

**North Orange County Special Education Local Plan Area  
Community Advisory Committee  
Minutes of Meeting November 14, 2024**

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

**In Attendance:**

Ms. Claudia Licon, Buena Park School District (Parent Representative)  
Ms. Karen Yingling, Fullerton School District (Parent Representative)  
Ms. Chloe Medina, La Habra City School District (Parent Representative)  
Ms. Tracy Berkley, 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 Director Dr. Robin Gilligan called to order the North Orange County (NOC) Special Education Local Plan Area (SELPA) Community Advisory Committee (CAC) Meeting at 11:57 a.m.

**II. Approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Meeting Agenda for November 14, 2024.**

The NOC SELPA CAC Meeting Agenda for November 14, 2024 was presented.

There was no quorum for an approval vote, but the members present agreed to move forward with the agenda as presented.

**III. Open Session:**

There was conversation regarding the dissemination of CAC information at the LEA level, as well as the importance of providing opportunities for parents of students with special education students to connect with each other. CAC representation at LEA Board Meetings was also discussed.

**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 was presented for approval.

There was no quorum available to approve this item. This will be included on the January 2025 CAC agenda.

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

**2. NOC SELPA CAC Purpose and Scope**

Dr. Gilligan reviewed the Ed Code sections regarding Community Advisory Committees and noted that some topics of interest may be better addressed by LEA Boards, but other topics may be appropriate to address with the NOC SELPA Superintendent Cabinet at the SELPA level. Any suggestions brought forward by CAC members will need a consensus to move forward for further consideration by the NOC SELPA Superintendent Cabinet.

The NOC SELPA Director participates in the development of each member LEA's LCAP and will share relevant information from those meetings.

NOC SELPA funding is determined by the funding model that is approved by the Superintendent Cabinet.

Ed Code 516194(g) is not currently included in the NOC SELPA CAC Bylaws and will be reviewed for consideration to be added.

After reviewing Article III of the CAC Bylaws, it was noted that proposed goals should be brought to the January meeting for further discussion. The NOC SELPA Director facilitates these discussions, but any goals and related activities must be approved and implemented by the CAC members.

**3. 2024-2025 Members and Officer List**

Dr. Gilligan reviewed the current NOC SELPA CAC member list and vacancies. There was conversation regarding potential parent representatives for the vacancies and where the LEAs are in the process.

**4. Officer Nominations**

This item will be included on the agenda for the January CAC meeting.

**5. Feedback from November 14, 2024 Presentation "Transitions: Middle to High School, and After Graduation"**

It was noted that a majority of the attendees during the presentation were representatives from Fullerton Joint Union High School District, with only a handful of parents joining. This observation prompted further conversation regarding whether the format of this presentation should be changed and the importance of visiting school sites of interest.

Dr. Gilligan emphasized that the programs available at the desired school site must align with the student's offer of FAPE. The timing of the transition meetings in the spring is important because it allows the team to have data that covers as much of the school year as possible.

There was consensus that sharing information about CAC in person may increase interest and participation, and the suggestion was made to ask the NOC SELPA LEA

Directors to include a flyer with IEP paperwork.

**6. 2024-2025 CAC Presentations**

The proposal to move the February event to the spring and partner with First Five for their resource fair will be revisited at the January meeting.

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

This item will be included on the January agenda.

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

This item will be included on the January agenda.

**VI. Suggested Items for Next Agenda**

To summarize the feedback shared above, it was proposed that the January meeting agenda include the following items: officer nominations, moving the February presentation to the spring, and discussing proposed specific, actionable goals for the CAC.

**VII. Adjournment**

The meeting was adjourned at 1:50 p.m.