

**North Orange County Special Education Local Plan Area
Community Advisory Committee
Minutes of Meeting September 11, 2025**

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

In Attendance:

Ms. Catie Williamson, Fullerton School District (District Representative and CAC Secretary)
Ms. Chloe Medina, La Habra City School District (Parent Representative and CAC Chairperson)
Mr. Joseph Zapata, La Habra City School District (District Representative)
Ms. Cheryl Seitter, Community Representative
Dr. Robin Gilligan, North Orange County SELPA Executive Director
Ms. Laura Margulieux, North Orange County SELPA Executive Assistant

I. Call to Order:

NOC SELPA CAC Chairperson Ms. Chloe Medina called to order the North Orange County (NOC) Special Education Local Plan Area (SELPA) Community Advisory Committee (CAC) Meeting at 11:38 a.m.

II. Approval of the North Orange County Special Education Local Plan Area Community Advisory Committee Meeting Agenda for September 11, 2025.

The NOC SELPA CAC Meeting Agenda for September 11, 2025 was presented for approval.

A motion to approve the NOC SELPA CAC Meeting Agenda for September 11, 2025 was initiated by Ms. Cheryl Seitter. Ms. Catie Williamson seconded the motion.

No quorum was available, but all voting members present were in agreement to discuss the agenda items. This will be included for approval by quorum on the next NOC SELPA CAC meeting agenda.

III. Open Session:

No additional items were brought forward for discussion.

IV. Action Item(s):

1. NOC SELPA CAC Board Minutes of Meeting April 17, 2025

The NOC SELPA CAC Board Minutes of Meeting April 17, 2025 were presented and

reviewed. There was no feedback or questions from the members present.

There was no quorum available to approve this item. This will be included on the next NOC SELPA CAC meeting agenda.

2. 2025-2026 NOC SELPA CAC Presentation Dates and Topics

The presentation topics noted under agenda item VI in the unapproved NOC SELPA CAC Board Minutes of Meeting April 17, 2025 were reviewed, and Dr. Robin Gilligan shared a list of presentation topic ideas from the State Council on Developmental Disabilities.

There was no quorum available to approve this item. This will be included on the next NOC SELPA CAC meeting agenda.

V. Discussion/Information Item(s):

3. 2025-2026 Members and Officer List

The members introduced themselves, and Dr. Robin Gilligan went over the other members on the list who were not present.

California Ed Code Sections 56190 and 51694 were reviewed, and the district programs that fall under the SELPA were also discussed. The NOC SELPA CAC Bylaws and Item #6 of NOC SELPA Local Plan Section B were reviewed to highlight the alignment between each document and Ed Code. The consensus is that the CAC is doing well with providing parent training, but there is a strong interest in increasing parent involvement. Following this discussion, it was decided that the CAC will provide a resource booth for the FSD SEPA Special Education Family Faire next Friday, September 19, 2025.

4. 2025-2026 NOC SELPA CAC Board Meeting Dates

The dates of the upcoming 2025-2026 NOC SELPA CAC board meetings were shared and confirmed as follows:

- Thursday, November 13, 2025
- Thursday, January 15, 2026
- Thursday, February 26, 2026
- Thursday, April 16, 2026

All members present agreed to the dates and times. Since there was no quorum available to finalize presentation topics, there was discussion about offering more trainings in the Spring after finalizing the schedule at the November board meeting.

Continuing the earlier discussion regarding increasing parent involvement, it was emphasized that such efforts would need to start with increasing awareness of the

NOC SELPA CAC and available trainings. Furthermore, these events would have to be organized by the CAC members, with the NOC SELPA staff serving in a supporting role, not as the primary organizers. It was noted that this would require a committed group with enough people to properly coordinate sizable events. Also, the CAC cannot require the NOC SELPA districts to send or provide staff, attendees, or participants, and must be very mindful when making requests of districts related to the CAC.

The suggestion of a Back To School information event for parents at the SELPA or a school site was brought forward, and there was support for the idea of partnering with the NOC SELPA member districts to have a Back to School Tea/Coffee from 9-10 am or a CAC info meeting for parents in each district. Dr. Robin Gilligan will reach out to the districts for dates between now and November. This event will happen during the day, and the CAC may consider offering evening opportunities in the future.

Dr. Robin Gilligan shared a list of training topics provided by the State Council on Developmental Disabilities. After reviewing the document and discussing other potential training topics, the following were identified as suggestions to be considered at the November CAC meeting.

- Making Sense of the IEP - Review of IEP forms and documents
- Bodies, Boundaries, and Puberty
- Pathways to a Diploma
- Transitions and ITP
- Let's Get Prepared: Emergency Preparedness for Persons with Disabilities
- Make and Take - Communication Tools and Visuals

Due to the timing of open enrollment for the Fullerton Joint Union High School District (FJUHSD), the November presentation topic will be transitions from middle school to high school and high school to ATP. It was suggested that this be broken up into two sessions, and Dr. Robin Gilligan indicated she will coordinate with FJUHSD about hosting the training in the district boardroom.

It was reiterated that the priorities for this year are increasing parent awareness and involvement.

VI. Suggested Items for Next Agenda

Based on the conversation regarding topics and ideas for this year and going forward, it was agreed that the next agenda would include the following:

- Finalizing presentation dates and topics for the 2025-2026 school year
- Create flyers to give to teachers to hand out at IEP meetings
- Selecting a date for a Trunk or Treat event for next year - Friday, October 16, 2026

- from 3:00-5:00 p.m was proposed
- Begin planning for 2026 Trunk or Treat

VII. Adjournment

The meeting was adjourned at 1:11 p.m.