Community Advisory Committee (CAC) Meeting  
Tuesday, November 13, 2018  
San Joaquin County SELPA  
Greenwood 4 from 11:45 a.m. to 1:15 p.m.  

CAC Business Meeting Minutes  

A group formed to advise the SELPA about the Special Education Local plan that assures free appropriate public education in the least restrictive environment, parent education and other special education related activities. CAC also allows parents, school districts, SELPA and related agencies the opportunity to build communication, share resources and improve knowledge about special education issues.

Call to Order: Meeting was called to order at 11:50am

Introductions

- Margaret St. George, SELPA Program Specialist  
- Kathy Skeels, SJC SELPA/Assistant Superintendent  
- Alexandria Hinson, Administrative Assistant  
- Melissa Claypool-VMRC voting member  
- Joe Stansil-Dept. of Rehabilitation – voting member  
- Sharelle McIntyre – Tracy parent rep  
- Nicki Moss-FRN – voting member  
- Cari Edwards-Tracy parent rep  
- Dena Hernandez-SCDD North Valley Hills – voting member  
- Patricia Flores – Tracy parent  
- Carlos Hernandez Jr. – VMRC  
- Randy Olson – SJCOE  
- Brandie Brunni – SJCOE  
- Zack Johnson – SJCOE  
- Ana Hernandez F. - Stockton  

Review of Minutes

- Minutes from October 11, 2018 were reviewed  

SELPA information

Council of Director’s Report – Kathy reviewed what was discussed at the COD meeting. ADR data for 2016/2017 reports were requested. There was clarification on ADR and the trends seen in reporting due to trainings being held for district and parents.

Old Business

- Discussion regarding content of upcoming meetings – There were suggestions made on what parents want to receive more information
about. The list includes: transition planning, writing IEPs, board member advocacy. Other issues raised were:
  o Spanish speakers – are they getting their materials in their language
  o Working out conflicts with the district
  o Trainings being held closer to parents (Tracy/Manteca)

New Business
  • There was discussion of stressing the importance of “the box” being for parent participation on the IEP form being unchecked instead of auto populated. There was suggestion of bringing this up in future trainings.
  • Discussion of the CAC Facebook page – Zack came to speak about the Facebook page. There was discussion of switching the example page to a group page instead of a business page. This way PDF’s can be uploaded to the “Files” feature. Zack explained briefly the benefit of having a business page being that it offers a feature allowing advertisement to be boosted therefore spreading the information.
  o Cari moved to vote that the page be switched to a group page unless the “Files” feature can be used on the business page. Dena agreed by seconding the motion. All in favor were Cari, Dena, Nicki, Joe, Sharelle and Melissa.
  • There were requests for parent evening trainings on “transition” and for the trainings to be held in more of a central hub location so parents don’t have to travel as far. Tracy and Manteca locations were recommended.
  • Kathy Skeels discussed annual performance report and getting to know data. A report was handed out.

Announcements
  • Upcoming workshops-flyers were handed out
  • Resources from SJCOE were displayed for upcoming trainings/workshops and also materials from the resource library were available for check out.

Next Meeting – Monday, December 3, 2018 - WEC – Justice - 11:45am to 1:15pm

Adjournment – Meeting was adjourned at 1:20pm.
**Voting Members**

**Parent Representatives**

<table>
<thead>
<tr>
<th>County Programs (2)</th>
<th>Linden (1)</th>
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<tbody>
<tr>
<td>Escalon (1)</td>
<td>Araceli Govea</td>
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<tr>
<td>Jefferson (1)</td>
<td>Melinda Barrera</td>
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<td>Lammersville (1)</td>
<td>Ripon (1)</td>
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<tr>
<td>Lincoln (2)</td>
<td>Open</td>
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<tr>
<td>Small Schools (Banta) (1)</td>
<td>Open</td>
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<tr>
<td>Tracy (2)</td>
<td>Cari Edwards</td>
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<tr>
<td>Open</td>
<td>Sharelle McIntyre</td>
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**Educational Representatives (4)**

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<tr>
<th>District Representative</th>
<th>District Representative</th>
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**Agency Representative (5)**

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<tr>
<th>Valley Mountain Regional Center</th>
<th>El Concilio - Angie Lopez; Azucena Vera</th>
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<tbody>
<tr>
<td>(VMRC) – Danielle Wells</td>
<td>Department of Rehabilitation – Joe Stansil</td>
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<tr>
<td>Family Resource Center – Nicki Moss</td>
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**Additional Appointed Representatives (1)**

Student/Adult with special needs – Gina Marie Haugh

**Non-Voting Membership**

**Ex-Officio Representatives**

SELPA Director – Kathleen Skeels
SELPA Program Specialist – Margaret St. George
SELPA Administrative Assistant – Alexandria Hinson

**Council of Directors Representative** – 1 rotating position among directors; 1 position appointed on an annual basis

Assembly member’s Office
Senator’s Office
Attendees