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 communications, share resources and improve knowledge about special education issues.

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

Introductions: In attendance

- Melinda Barrera – Manteca USD Parent Rep, Chair – Voting Member
- Cari Edwards – Tracy USD Parent Rep, Vice Chair – Voting Member
- Sharelle McIntyre - Tracy USD Parent Rep, Secretary – Voting Member - ABSENT
- Araceli Govea – Linden USD Parent Rep – Voting Member
- John Barrera – MUSD Parent Rep – Voting Member
- Joe Stansil – Department of Rehabilitation – Agency Voting Member
- Nicki Moss – Family Resource Network – Agency Voting Member
- Dena Hernandez – State of CA SCDD – Agency Voting Member
- Danielle Wells – Valley Mountain Regional Center - Agency Voting Member
- Monica Filoso – SJCOE Special Education - Educational Voting Member
- NeLaine Kilgore – Banta – Educational Voting Member
- Beth Shepherd – Escalon USD
- Angelica Thomas – Jefferson
- Margaret St. George – SELPA Program Specialist
- Alexandria Hinson – SELPA, Administrative Assistant
- Dolores Calderon – SJCOE Interpreter

General:

- Minutes from April 16, 2019 were reviewed

SELPA Representative Reports:

- Nothing to report for COD.
- Discussion of how Legislation Day went. Those who attended met an individual who may potentially be interested in becoming a CAC Representative.
- Margaret spoke with El Concilio to touch base about getting a new agency representative.

District Representative Reports:

- Jefferson representative discussed updates within the district and how they are currently busy with state testing as well as graduations. Discussion of having challenges with testing support.
- County representative shared about visiting some county classes with the Assistant Superintendent of SJCOE.

Agency Representative Reports:

- Valley Mountain Regional Center: There is an upcoming Cultural Fair event that will take place on October 5th, 2019. There was discussion of the need for community collaboration at this event. Danielle
Wells spoke about wanting information tables present at the event and possibly having parent representatives who can run the tables. Might also need a request for interpreters.

- Family Resource Network: Winding down the year but is still offering the dental program for ages 1-20 years old. Nicki Moss presented.
- Department of Rehabilitation: Joe Stansil shared resources for the visually impaired. DOR is collaborating with the district so students can come to the center and receive assistance for the blind.
  - DOR is collaborating this summer with WorkNet to provide opportunities to students with an IEP or 504 plan to gain work experience through a program called “STEPS”.
  - DOR can attend IEP’s for students age 13 turning 14 years old.
  - There was discussion of what age is appropriate to start informing parents of transition processes. Recommendations of informing parents once their child reaches the age of 12/13 years old.
- State Council on Developmental Disabilities: Dena thanked all agencies who attended the trainings put on and said she will bring materials as well as send them out electronically. Dates for upcoming trainings were given.

CAC Business:
- Cari Edwards recommended meeting and training structures.
- There was discussion of partnering with the Lincoln USD representative to coordinate a collaboration for parent trainings.
- Danielle Wells shared that she may have a Lincoln USD parent who is interested in becoming a parent representative.
- Margaret recommended there be a “public input” time with a cap of about 5 minutes each. That way everyone gets heard in the meetings but the committee can still address agenda items.
- There was a suggestion of adding the comments from the previous meeting as agenda items for the next meeting to help follow up.
- There was discussion of having a Brown Act Meeting training for everyone.

Votes:
- Danielle Wells moves to have CAC business meetings every other month on the 3rd Thursday of the month starting in August 2019. (Depending on room availability, the 2nd Thursday of the month is the next option.) Motion was seconded and went to discussion and vote.
  - Votes were unanimous
- Nicki Moss moves to keep business meetings at 11:45 AM to 1:15 PM. Motion was seconded and went to discussion and vote.
  - Votes were unanimous
- Danielle Wells moves the following items to a vote. Each was seconded, discussion was held and put to a vote
  - Votes on the following were unanimous.
    - There will be 4 parent trainings hosted by DREDF. One topic will Smart Goals, there will be one Smart Goals training held in Tracy and one held in Manteca. The second training topic will be Mental Health, there will be one Mental Health training held in Tracy and one held in Manteca.
    - There will be a Secondary Transition training.
    - There will be an IEP Day Workshop – Bring your IEP.
    - SELPA trainings pertaining to parents will be advertised.

Meeting adjourned at 1:20 PM – Next meeting: August 15, 2019 at 11:45 AM to 1:15 PM in the Emerson conference room.
**Voting Members**

**Parents Representatives**

County Programs (2)  
Open  
Open  
Escalon (1)  
Open  
Jefferson (1)  
Open  
Lammersville (1)  
Open  
Lincoln (2)  
Andrea Hanson  
Open  
Linden (1)  
Araceli Govea  
Manteca (2)  
Melinda Barrera  
John Barrera  
Ripon (1)  
Open  
Small Schools (Banta) (1)  
Open  
Tracy (2)  
Cari Edwards  
Sharelle McIntyre

**Educational Representatives (4)**

Monica Filoso – SJCOE County Programs  
Jody Burris – Manteca Unified School District  
NelLaine Kilgore – Banta Elementary School District  
(Open) District Representative

**Agency Representative (5)**

Danielle Wells - Valley Mountain Regional Center (VMRC)  
Nicki Moss - Family Resource Center (FRN)  
Annette Sanchez - El Concilio  
Joe Stansil - Department of Rehabilitation (DOR)  
Dena Hernandez - State Council on Developmental Disabilities (SCDD)

**Additional Appointed Representatives (1)**

Gina Marie Haugh - Student / Adult with special needs

**Non-Voting Members**

**Ex-Officio Representatives**

Brandie Brunni - SELPA Director  
Margaret St. George - SELPA Program Specialist  
Alexandria Hinson - SELPA Administrative Assistant

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