

CAC Executive Board Meeting Minutes

April 23, 2015

Call to order 6:36pm

Present – Mina Kern, Moira Allbritton, Raylene Dickinson, Caroline Kelner, Christy Scadden, Terry Bobryk-Ozaki. Guest – Brook Markley. Terry and Christy arrive at 6:50pm.

LEA annual service plan – Sonia is out of town at the Urban Collaborative conference; Cathie is out of the office until next week. Chair has been advised by the district that they still have not received the annual budget plan, but this year the CDE is not asking for CAC certification. Sonia will report if there are any budget allocations that are a drastic change, but that is not anticipated.

Raylene motions to approve March meeting minutes; Moira seconds. Request that any abbreviations be spelled out the first time; use of general ed rather than “regular”. Raylene motions to approve w/revisions; Moira seconds. Ayes: 4, Nays: 0, Abstain: 0. Motion carries.

Moira motions to approve Terry’s application for renewal; Raylene seconds. No discussion. Ayes:4, Nay:0, Abstain:0. Motion carries. Moira motions to approve Norma Carolina Ruiz Vazquez’s application; Terry seconds. Application is reviewed. Ayes: 5, Nay: 0, Abstain: 0. Moira motions to return Gloria Pacheco’s application for more information. Gloria’s application needs clarification – do you have a student in the district? We want to make sure you are applying for the correct category. What is your tie to special education community? Caroline seconds. Ayes: 4, Nay: 0, Abstain: 0. Motions carries.

Moira motions that Chair does a public records request for all Zpass school bus data by afternoon school departure; Caroline seconds. Ayes: 5, Nay: 0, Abstain: 0. Motion carries.

Bylaws recommendations – propose add “parent limited” and increase total # of CAC membership to 37. Christy motions to send to general members for approval; Moira seconds. Ayes: 4, Nay: 1, Abstain: 0. Motion carries. Membership – only 1 out of 5 people wanted to reapply early. Above & Beyond – Brook will contact Chair re: possible conflict.

Above & Beyond Awards ceremony will start at 6:30pm. There will a potluck request sent out to all CAC members and District staff. Chair will allow an hour for ceremony and reception time, then start business portion of the meeting.

Chair report

1) Special Ed Department org changes – a new org chart is going before the Board of Education (BoE), the transition will be official on July 1. Cathie is waiting to announce her retirement date until a replacement has been identified. Danielle Clark is on an LOA; Julie Jones (nee Ward) will be filling in for her temporarily. Arturo Cabello (former principal at Roosevelt) will be supporting the department; his role will be further defined at a later date. Jim Wood is leaving the district and a replacement is being sought.

2) ECSE – Sonia is meeting with Jim Solo, Staci Monreal, Robin McCulloch on May 7 to discuss the issue of licensing and the current 50 child waitlist. Sonia will report the outcome to the Chair and then to general CAC members. Sonia did advocate to Staci that the EC general ed and EC special ed programs be merged into one program, with ECSE maintaining its program manager.

3) TRACE audit – Sonia has yet to do anything with this request, Chair is including this in her BoE report along with a copy of the TIGER team audit recommendations.

4) Marston/Marshall – Sofia Frierre met w/Marston principal; Sonia is following up to determine what the action items are for corrective action. There is a master scheduling professional development (PD) for principals that Sonia will report out on at our May meeting.

5) SEAS – new IEP software schedule. UAT (user acceptance testing) phase Aug 3 – Sept 11, Chair requested CAC reps during that phase (# TBD); then pilot program in Oct/Nov for six weeks, whole system shut-down for winter break; ready to go live district wide by Jan 4.

6) Chair requested a robo call regarding the Transition Fair go out twice before the May 9 date.

7) Chair and Vice Chair will be meeting with Trustees McQuary (April 24), Beiser (April 27), and Foster (May 9) before the Chair's May 12 BoE report to introduce ourselves to the new members, to go over the presentation, and to answer any questions or provide more information.

BoE report suggestions– the CAC would support a reorg of EC if the model meets the needs of students with disabilities (SWD), the staff must have the expertise in special education. For the new IEP software the RTI and 504 modules need to be purchased. Nothing has been done for transition.

Open forum:

Caroline attended the multi-agency meeting (previously the anti-bullying group). Child abuse, sexual abuse, human trafficking, restorative justice comprise the multi-agency portion now. Next meeting TBD, but not until the fall. Raylene would be interested in being the CAC rep for this group.

Christy motions to adjourn; Raylene seconds.

Adjourn 8:32pm.