

**CAC
Community Advisory Committee
For Special Education**

**Advising the Board of Education
San Diego Unified School District**

General Membership Meeting Minutes

Date: Thursday, March 10, 2016
Time: 7:00 – 9:00 pm
Location: Ballard Center Auditorium, 2375 Congress Street, San Diego, CA 92110

WELCOME & INTRODUCTIONS:

Called to order at 7:00pm

Meeting called to order by the Chairperson, Mina Kern, welcomed attendees and introduced CAC members, district staff and administrators, and acknowledged parents. The Chair reviewed the agenda, meeting format and structure, membership procedures and process for providing public comment.

Presentation:

New IEP software – Special Education Automation Software (SEAS) by Mona Urakawa, Shane Moore

Scantron, the managing company for Exceed, no longer supports Exceed. After many months of careful research, a new vendor was selected from seven candidates for RtI, 504, GATE, Discipline and IEP. The board approved SEAS as our new IEP system. SEAS IEP enables Special Education to customize forms incorporating district and state standards, and create rules driving timelines compliant with state and federal laws. Timeline: testing (core team, trainers, support staff): February 1, 2016 – ongoing; pilot schools go live: April 4, 2016; District go live: September 6, 2016. Pilot Schools include: Lafayette Elementary, Lindbergh/Schweitzer, Lindbergh/Schweitzer State Preschool, Sequoia Elementary, Muir, Creative Performing & Media Arts, Innovation Middle, Madison High, Riley/New Dawn/Marcy/Unified Day, and Whittier. Your feedback is important. Please send an email about SEAS IEP to: seas@sandi.net.

Q&A:

Q: What happened to the Behavior Support Plan?

A: That is now just the Behavior Intervention Plan (BIP), we merged the 2 into 1.

Q: Where does a 1:1 staffing go?

A: Under special factors 1, under supplemental supports.

Q: Who has access to this?

A: School site staff.

Q: Will it show history of any changes to past IEPs?

A: Exceed had an audit log; this one does too.

Q: Are all the boxes have unlimited text boxes?

A: Most do, but some have limits (like name boxes).

Q: How many goals are in the goal bank?

A: All common core standards, related staff created their own banks, Early Childhood (ECSE) is in the process of building theirs, and mental health. You can also custom write a goal, with your own goal bank.

Q: What happens to the old IEP?

A: They will not transfer the old IEP, at your yearly IEP you will use the new software, unless you are in a pilot school.

Q: Can I get a blank copy of the new IEP?

A: Please fill out a CAC public input form with your contact info and one will be emailed to you.

Q: How often should we be receiving progress reports?

A: As often as general education report cards go out - every 6 weeks for elementary; 9 weeks for middle school; 12 weeks for high school.

Q: Will there be trainings in the summer, for staff?

A: Yes, all throughout August, finishing in Sept.

Q: How many different languages will this be offered in?

A: Same as in the past; referral and assessment are in Spanish.

Q: Will teachers be trained during school time?

A: Yes, they will.

Public Testimony:

The CAC invites the public to address the Committee and District about topics of interest or concern regarding students with IEPs in SDUSD. We provide a form to document comments and facilitate CAC follow-up with the district on matters that impact students. Due to confidentiality, personal concerns will be addressed privately with designated district staff. District will make an effort to respond to general questions as appropriate and time allows.

Copies of public forum comments and questions for the meeting can be obtained from the Secretary or Chair.

CAC Business:

ROLL CALL/MEMBER ATTENDANCE:

Present: Mina Kern, Raylene Dickinson, Terry Bobryk-Ozaki, Maria Riedel, William Cary, Lynn Crossly, Connie Gearhart, Lynn Glynn, Ellen Herroon, Norma Carolina Ruiz Vazquez, Francisca Salcedo, Moira Allbritton, Maria Corral, Susan Fanno, Megan Glynn, Teresa Michel, Julia Stewart.

Absent: Brook Markley, Joyce Clark, Michelle Crisci, Caroline Kelner, Gloria Pacheco, Jenny Rooker, Leticia Ruiz-Mylenek, Christy Scadden, , Julia Childs Andrews.

Ex-Officio: Dr. Lorelei Olsen, Director of Instruction

Quorum established.

Julia motion, Connie seconds, to approve February 2016 CAC General meeting minutes. No discussion.

14 – ayes; 0 – nays; 1 – abstention. Motion carries.

Francisca motions, Terry seconds, to approve a CAC pilot program for parent involvement within the San Diego High cluster. Discussion – Francisca details plan for parent support group, will be supported by Norma and other interested CAC members. The record reflects a call for a CAC general meeting to be held at the San Diego High campus early next school year.

14 – ayes; 0 – nays; 1- abstention. Motion carries.

Chair report:

Chair, CAC member Julia Childs-Andrews, Dr Canada, Dr Arm, and Dr Olsen are meeting on March 14th to discuss concerns with Early Childhood Special Education.

The next meeting between Supt Marten and all of the Advisory committee leaders is March 16th.

The next Transition ad-hoc committee meeting is March 21st.

Maggie Offerman resigned her CAC membership because of scheduling conflicts.

Chair has appointed Terry Bobyrk-Ozaki and Maria Riedel as the nomination committee for next year's Executive Board. If you have been a member for at least 8 months, and wish to serve on next year's Exec Board (or would like to suggest someone), please contact Terry or Maria. The slate will be announced during the April general meeting.

Special Education Department Report:

February 23rd the Department gave a quarterly report to Board of Education, this time the focus was Hoover High. Grace Ridgeway went to school site to work on curriculum, and room environment to improve student outcomes. Lorelei and some administrators are providing a half day training for high school principals on master schedules to promote student centered planning at the end of this month. (Q: When will you start at elementary? A: I took the first opportunity I was offered. We have been doing this one classroom at a time. I expect by the end of the year, I will be at all level principal half days.) Friday before Spring break, the Special Education Dept will give a presentation on the full continuum of services and Universal Design for Learning to 20 department representatives. West-Ed study – feedback on parent surveys has been completed. A letter is going out to families soon. Timeline – return from spring break, survey for every parent/guardian of a student with a disability, 30-40 school sites (this will include Early Childhood), school age and post-secondary. 1st results at the end of school year, report will be finalized before next school year. The Department realizes that public testimony answers are complex; wants parents to understand that the District will answer give a full answer but not during the meeting.

No announcements/non-agenda items.

Ellen motions to adjourn; Connie seconds.

Adjourn 8:11pm