



Community Advisory Committee Meeting
March 10, 2011
 Santa Cruz County Office of Education ~ Board Room
 400 Encinal Street Santa Cruz, CA 95060
6:30 p.m.-8:00 p.m.

Approved Minutes

1.0	<u>Call to Order</u>		
	6:36 p.m.		
2.0	<u>Roll Call</u>		
	Bonny Doon Elementary School District Happy Valley Mountain Elementary Pacific Collegiate	X	Al Dixon
	Delta Charter School	X	Kris Neustadter
	Live Oak Elementary School District	X X	Erica Sowder, Marie Hansmann
	San Lorenzo Valley Unified School District	X A	Rebecca Cernac (Chair) Lauri Lewis
	Santa Cruz City School Districts	X X	Janet Edwards Victoria George (Vice Chair)
	Santa Cruz County Office of Education	X	Amanda Owens
	Scotts Valley Unified School District	X A	Bronwen Oglesby Teresa Cummins
	Soquel Union Elementary School District	X X	Jenna Hanecack Karen Adelman
	North Santa Cruz County SELPA	X	Salli Price Welsh
	Members at Large: Sheryl Haageman (Absent), Terry McKinney (Absent), Tracy Marquart Audience: Susie Christensen, Stephanie Dale, Peter McLean, Lynette Siebel, Janet Swan.		
3.0	<u>Review and Approval of the January 27, 2010 minutes</u>		
	Minutes approved with an edit to the Roll Call List. Al Dixon will be representing the smalls; therefore Happy Valley can be removed from the list. M/S/C: Edward/Dixon /All Ayes		
4.0	<u>Additions/Deletions to the Agenda</u>		
	None.		
5.0	<u>Public Input (For items on the Agenda and Announcements – three minutes per person)</u>		
	Special Education Director Lynette Siebel introduced a potential CAC member Janet Swan. Peter McLean updated CAC regarding the new resource center. The center will be opening at the end of March. The center is fully equipped with wireless internet, books, DVDs and online services. Mr. McLean hopes to keep parents informed on budget effects. He looks forward to the opening and hopes that everyone can pass the information along.		
6.0	<u>Reports</u>		
	6.1	Chairperson Ms. Cernac attended the SECA meeting, and asked the Board to keep CAC informed on the outcome of the Scotts Valley Verification Review.	Rebecca Cernac

		Ms. Cernac requested that all CAC members come prepared to discuss future CAC calendar meeting dates at the next meeting.		
6.2	SELPA Administrator Salli Welsh announced that Legislative Day will be on May 4, 2011.	<p>SECA has asked Ms. Welsh to put together an Operation Council in order to implement the 45 FCMAT Task Force recommendations. It was asked that the FCMAT Task Force recommendations be put on the SELPA website. Thus far, the committee has completed 13 of those tasks.</p> <p>Currently the CBO's are reviewing the AB602 Funding Model.</p> <p>The Annual Service and Annual Budget Plan will be presented at the next SECA meeting on March 24, 2011. The Public Notice was posted on March 9, 2011 in every school within the SELPA. The report is due to the state on March 31, 2011. Upon approval the Annual Service and Annual Budget Plan will be available for public review in the SELPA office.</p> <p>Ms. Welsh received information at the last SELPA meeting regarding the Self Review. OSEP has requested that the self-review process be revamped; therefore it has taken the state longer to contact the districts on the new process. The CDE will be trained on the process April 12-13, and then everyone in the SELPA will be trained by the CDE shortly after. Ms. Welsh will keep the district Special Education Directors informed.</p> <p>Ms. Welsh announced that Hal Ledbetter will be resigning from his Special Education Director position effective June 1, 2011.</p> <p>SCCOE is not anticipating any layoff notices in the Special Education department.</p>	Salli Price Welsh	
6.3	SEC Liaison Ms. Neustadter was unable to attend the last SEC Directors meeting; however, she briefly reviewed the minutes that were taken during the meeting.	<p>Marilyn Latorraca presented budgetary information to the directors and introduced Teresa Bell as the new SCCOE Financial Analyst. Ms. Latorraca has been asked by the group to present at every SEC Directors meeting.</p> <p>It was announced at the SEC Directors meeting that the Morgan Center Contract will not be renewed. Ms. Welsh clarified that all options pertaining to the contract are being reviewed, in that the Morgan Center might still play a role, but at this time nothing has been decided by the SCCOE. The contract expires September 2011. Staffing changes and the potential hire of a BCBA are still in the works, which might alleviate the absence of the Morgan Center.</p> <p>Hal Ledbetter passed out a provider report to all Directors. The Directors were asked to contact Mr. Ledbetter directly if they notice any errors on the provider report. SEIS issues were also discussed.</p>	Kris Neustadter	

7.0	<u>Discussion/Action Items</u>		
7.1	<p>Art Competition Update Victoria George shared that the Art Competition had the largest turn out ever. Over \$500 was earned by selling photo cards. The event was great and the students really had a good time. Ms. George wanted to recognize Wendy Harrison, the creator of the event, for all her hard work and for pulling the event together.</p>		
7.2	<p>Annual Recognition Garden Party Victoria George announced that the nomination forms have gone out to all districts. One nominee has been received so far. Ms. George reminded Ms. Welsh that the SCCOE still needs to get the forms out to their parents. Ms. Welsh stated she would remind Mr. Ledbetter. The Recognition Award Ceremony will be held May 14, 2011 at Ms. George's home. Jenna Hanecack requested to be on the Voting Committee. Rebecca Cernac and Bronwen Oglesby volunteered to be part of the cleanup committee.</p>		
7.3	<p>Workshops - Current and Upcoming The next CAC workshop, Secret of My Success Panel, presented by Erica Sowder, is on April 14, 2011. Ms. Sowder shared that three student have signed up to speak to the group so far. Her vision is that the forum would be very relaxed, flexible and open. She is hoping to prompt the students in discussing what worked for them while in school. The flier for the event will be completed next week and ready to distribute then. Ms. Cernac requested that the CAC group come prepared to discuss future workshops ideas at their next Business meeting.</p>		
7.4	<p>Legislative Day – May 4, 2011 Legislative day will take place on May 4, 2011 in Sacramento, CA. 9 a.m. – 1 p.m. Ms. Welsh asked the group to email her if interested in attending. Ms. Cernac suggested that if they are unavailable to attend, they could write a letter to their local Senator Local Senator information can be easily assessed online, as well as there is always a representative available for questions at their offices. Registration deadline is April 25, 2011. RSVP with the SELPA office no later than April 20, 2011. Ms. Welsh spoke briefly about current Legislative Bills. She sits on the SEACO board as the Legislative Representative and is happy to share current bill information with the group at future CAC meetings. She can review bills that the SELPAs supports, opposes and or are watching. Currently AB39, AB171, AB719 amongst a few others affect the SELPA and districts directly.</p>		
7.5	<p>By-Laws Update from SECA At the SECA meeting, Members at Large were given voting rights and the CAC Bylaws can now be amended. Ms. Cernac opened up a discussion on how to process new and current Members At Large. After much discussion, CAC would like to review members first before they go to the SECA board. It was suggested that the Application from the CAC handbook be utilized as well. ACTION Existing members at large will be introduced to the SECA Board at the next meeting for approval to have noting rights. M/S/C: George/Sowder /All Ayes Ms. Cernac red flagged a section in regards to Member term. All CAC members are instated for two years. Currently the Bylaws state a member term expires at the end of the school year, July 1. Ms. Cernac requested that they move to change CAC member term expiration to September 30th. ACTION Change expiration date of members term of office in Bylaws, from July 1 to September 30 M/S/C: George/Edwards /All Ayes</p>		
7.6	<p>AB3632 Update The COE has completed a MOE with the CMH to continue services with the option to extend. Ms. Welsh stated that she has never received a breakdown of costs per service. Michael Watkins has offered to pay \$200,000 and the rest will be the responsibility of the</p>		

		districts to pay their proportionate amount of the \$138,000 that is left. Discussions followed in regards to the decrease of approximately 25% of the original costs that were to be endured originally. Some hoped that this reduction did not mean less efficient and or competent services. CMH has assured everyone that all service will continue as normal.	
	7.7	<p>New Brochure CAC's current brochure is very outdated. Ms. Cernac asked that a subcommittee form to re-do the brochure. Karen Adlemann, Jenna Hanecack and Victoria George offered to review and vamp up the old brochure. Ms. Neustadter reminded that the CAC vision and philosophy should be upheld during this process, so current and new members, parents and everyone else get a grasp on who CAC is and what they represent.</p> <p style="text-align: right;">ACTION</p> <p>M/S/C: Adelman/Hanecack /All Ayes</p>	
	7.8	<p>Distribution Subcommittee A concern regarding the lack of distribution of important information, fliers, workshops registrations and miscellaneous CAC updates to the community and schools has been prevalent. Ms. Cernac asked that a subcommittee form to work on the distribution of CAC materials. Janet Edwards and Jenna Hanecack volunteered to be part of the subcommittee.</p> <p style="text-align: right;">ACTION</p> <p>M/S/C: Hanecack/Edwards /All Ayes</p>	
	7.9	<p>Membership Teresa Cummins will represent Scotts Valley at the next CAC meeting upon approval of her board. Ms. Cernac also passed out a sign up list for member phone numbers and current emails. This information is for internal use only and will not be posted on the SELPA website. Ms. Cernac reminded the group to check the NSCC SELPA website regularly for updates and to also contact her if there are any changes.</p>	
	8.0	<u>Future Agenda Items</u>	
	8.1	Chrysalis Update	
	8.2	Workshop Ideas	
	8.3	FCMAT Update	
	8.4	Legislation Day Follow Up	
	8.5	CAC 4 th Edition Guideline Review	
	8.6	Legislative Bills Update – Salli Welsh	
	8.7	New Brochure Update	
	8.8	Distribution Sub Committee Update	

10.0 Adjournment/Next Meeting

The next workshop will take place on April 14, 2011 at the Santa Cruz County Office of Education, 400 Encinal Street, Santa Cruz, and CA. 95060. The meeting adjourned at 8:05 p.m.