



Community Advisory Committee Meeting  
May 20, 2010  
Meeting Location:  
Struck Center  
984-2 Bostwick Lane  
Santa Cruz  
6:30 p.m. - 8:30 p.m.

6:30 – 7:30pm  
Special Presentation  
COE Regional Programs, ED, SH, and Chrysalis  
Tour of Chrysalis Facility

MINUTES

**I. Call to Order at 6:35pm**

Chair, Rebecca Cernac, opened the presentation at 6:35pm by introducing Hal Ledbetter, Sr. Director of SCCOE.

Mr. Ledbetter announced that his staff would be providing brief overviews on 25 classrooms on 15 school sites supported by the COE throughout the SELPA. This will be a snapshot overview.

Karen Garrettson – SH Programs – Ms. Garrettson presented a slide show.

Victoria Smith Raymond, program specialist and new teacher mentor described the ED programs.

Devon Wood presented information on both the Early Start and the Chrysalis Programs.

There were numerous questions from the audience that each presenter was able to address within their given presentation.

Time was very short so the tours of facility were self-guided to allow the audience to visit the classrooms that they were interested in.

Rebecca Cernac called the meeting back to order at 8:05pm.

**II. Roll Call**

Pacific Collegiate

Delta Charter School

Bonny Doon Elementary School District

Happy Valley Elementary School District

Mountain Elementary School District

Pacific Elementary School District

Live Oak Elementary School District

San Lorenzo Valley Unified School District

Santa Cruz City School Districts

Santa Cruz County Office of Education

Scotts Valley Unified School District

Soquel Union Elementary School District

**Members at Large:** Sheryl Haageman, Terry McKinney, Tracy Marquart

Kris Neustadter

Al Dixon

Carmel Weifert, Erica Sowder

Rebecca Cernac

Victoria George, Kim Tuson

Amanda Owens

Leann Boland

Jenna Hanecak, Janet Edwards

**Audience:** Karen Adelman, Peter McLean, Susie Christensen, Mary Maher, Deven Wood, Victoria Smith Raymond, Hal Ledbetter, Stephanie Dale, Elisa Gill, Janice Downey, Karen Garrettson.

**III. Review and Approval of the March 18, 2010 minutes**

**M/S/C:**

Edwards/George/all ayes with corrections as noted.

With the correction, that Sheryl Haageman is from Hope and not Imagine.

The Scotts Valley rep who was sent to the meeting last month have already turned down the position.

**IV. Public Input (for items not on the agenda – Three minutes per person)**

Janet Edwards has been awarded the Unsung Emmy Award, which she passed around. Congratulations Janet!

The Soquel High School Play is Carousel and looks like it will be fabulous. Janet hopes that folks attend.

**V. Reports**

**A. Chairperson – Rebecca Cernac**

Ms. Cernac thanked SELPA Administrative Assistant, Cheryl Knox for her service these past two years. She gave her a beautiful orchid. Cheryl thanked everyone.

**B. SELPA Administrator**

SECA Agenda – Dan listed all the DRAFT SECA Board Meeting agenda items for May 27, 2010:

They will likely interview a finalist for the Assistant Superintendent of COE/SELPA, and report out on that in Open Session.

The rest of the DRAFT agenda includes: Standing reports from the SELPA Director, CAC Chair and the SEC Liaison.

And:

The COE will present a short overview of their programs entitled; *“I’d like to Get to Know You”*

CONSENT AGENDA includes approval of minutes and warrants.

If the FCMAT study is available by meeting time, they will have a discussion of recommendations from FCMAT Study. When the final report is available, it will be *posted on the SELPA website when the FCMAT Document is received by the SECA chair.*

[www.nscselpa.org](http://www.nscselpa.org)

The ACTION/DISCUSSION ITEMS may include:

Membership in the Special Education Fiscal Support Alliance for the period July 1, 2009 – December 21, 2011.

Contract with Sarge Kennedy for consultation services to support LEA’s in the NSSC SELPA regarding closing the fiscal year (09/10), and maximizing the use of ARRA IDEA funds with regards to MOE.

Approve 2009/2010 Projected Budget and Revisions

## **SELPA Administrator- continued**

Preliminary CCS Medical Therapy Unit Budget for 2010/2011

Adopt SELPA Budget Certification Report/Proposed SELPA Budget for 2010/2011

Morgan Autism Center Contract for SY 2010/2011

The SELPA office machine has become obsolete and will be surplus.

Review SEC Response/Action Plan regarding Community Advisory Committee (CAC) correspondence.

Adopt new SELPA policy 10840. This policy addresses the CAC three “members at large”. The policy stipulates that these members need to be approved by the SECA governing board. (this is on the CAC docket tonight for discussion)

Proposed 2010/2011 SECA Meeting Calendar

Election of SECA Chair for SY 2010/2011

Election of SECA Vice - Chair for SY 2010/2011

Some MISC items include:

Low Incidence Expenditures Report to date for SY 2009/2010

Second Interim Report Review and Approval

DRAFT SELPA wide Staff Development Calendar for SY 2010/2011

DRAFT SELPA wide Calendar for SY 2010/2011

Dan clarified that he will continue as Interim Director until June 30, 2010. The interviews for the SELPA/COE Director position are on Monday, May 24, in anticipation of a finalist to go to the SECA board on May 27, 2010.

### **C. SEC Liaison**

There have been 2 SEC meetings since the last CAC meeting.

Topics have included:

Budget Updates every month from our Fiscal Analyst

Credentialing Requirements in light of the new Credentialing requirements for teachers who work with Special ed kids

Sandi Mast from Alt Ed is now a regular part of the SEC meetings.

Morgan Autism Center updated Sped Directors on the current programs at the Chrysalis Center. Kris shared a packet of info with the CAC chair to be entered into the file.

CMH – has participated in the last couple of meetings and will continue to do so. This will continue to be important in light of the possible loss of the AB3632 funding. The Special Ed directors have formed a committee that will begin meeting in the fall to explore ways to mitigate this potential.

## **SEC Liaison - Continued**

Anita Archer is presenting at the RtI workshop in July 2010. The SELPA will pay for a two person team from each district to attend (reg fees only). She will also be in Santa Cruz in OCT to present a workshop for SUESD.

SELPA / COE director position update – Dan has already covered this in his report.

Cheryl provides regular SEIS/CASEMIS updates which are critical to data reporting for the SELPA.

COE ESY dates are 6/21 – 7/16 with July 5 for Independence Day Holiday

Early Start Committee update – Effective Fall 2010 the DOR will be assessing students during the transition (from Part C to Part B services). This committee has been meeting since January to develop the protocol, forms and matrices for assessment battery and timeframes. SARC is a part of this process and will continue to be so. The Early Start forms and matrices are in draft form and were handed out to the chair. When those are finalized they can be available for the CAC.

### **VI. Discussion/Action Items**

#### **A. Committee Reports/Updates on Status of Committees:**

8:32  
PM

##### **1. General Attendance – Carmel Weifert**

Rebecca Cernac attended the Open Houses in her district/SLV. She set up a table and passed out CAC flyers. Not many parents stopped by but of those who did it was a worthwhile connection. Some Special ed and Gen Ed teachers spoke with her and picked up flyers. Head Start was at one of her schools and they picked up the flyers and spend some time talking to Rebecca about CAC.

She will attend the Elementary School later this month.

She will contact schools in the fall and go to the faculty meetings. Rebecca suggests that other CAC members do the same.

Dan invited the SUESD rep/s to attend a SUESD staff meeting.

##### **2. Workshops for 2010/2011 – Rebecca Cernac**

Rebecca opened the floor for suggestions.

√ Carmel – “What’s your Trick?” – related service staff participated in a panel discussion about their particular specialties.

√ Erica – older kids sharing their successes in a panel setting “Secrets of my Success” tentative idea for a name

√ Morgan Center

√ Positive Discipline, Kim Tuson would like to put these together and present.

√ “Inclusion” Panel

√ Legislative – not such a good idea-way too hard to schedule with all the unique demand of the parties involved.

## **Workshops - continued**

- √ Dan – Josh Harrower, BCBA, with Positive Behavior.
- √ Mary Maher suggested a “Transition Fair” The members thought this was a good idea but perhaps more suited to a bigger weekend type of event.
- √ Assistive Technology Panel – Mary Maher and Victoria George
- √ Steve McKinney - Community activities Fair

***A vote was held and the following are named as the workshops for next year.***

1. Secrets of My Success – Erica Sowder will organize this panel discussion to include older students. One each who has ADHD, Autism, and ED – This will be the April 14 Workshop.
2. Kim will do the Positive Behavior on February 10, 2011
3. Assistive Technology – Mary Maher will work with Victoria George and this will be on October 14, 2010.

**M/S/C/: Caramel/Victoria/all ayes as presented above**

3. **Development of a protocol to visit/evaluate programs across the SELPA. – Erica and Jenna**

They found one that is very specific to the autism programs. It is quite complex and they don't recommend that we adopt this. They will email it to the CAC members and they can review. They will meet over this summer with any that would like to join them and develop their own.

4. **Recommendation from the committee to revise the current CAC ByLaws with regard to the voting rights for the Members at Large.**

The committee determined that it seemed most appropriate that based on the state edition of the CAC bylaws the SECA board appoint the three members at large.

**Terry wants to table the amendments that were drafted to the ByLaws in March and go back to committee with this. He wants the CAC to be more diverse. He wants CAC to have a membership nominating committee.**

The conversation that followed was both lively and diverse – heated at times.

Dan calls for Roberts Rules of Order – A motion is on the table. A 2<sup>nd</sup> needs to be made and discussion follows.

Terry McKinney motions that we table this item and bring it back to committee. Jenna Hanecak made the 2<sup>nd</sup>.

The floor reopened for discussion from CAC members and the audience.

There was discussion around members and audience feeling strongly about whether or not the selection of the CAC rep is parent driven or not.

**Recommendation from the committee to revise the current CAC ByLaws with regard to the voting rights for the Members at Large. - continued**

It was noted that if the entire item is tabled until a further meeting then the members at large will continue to have no voting rights.

Mr. McKinney rescinded his earlier motion and made a new motion. The new motion is to **not** amend the by-laws with the exception of leaving the statement in: “Three members at large will be appointed by the Special Education Coordinating Agency”.

Jenna Hanecak 2nds the motion.

Vote: All Aye

The ByLaws committee will need to reconvene in the Fall to start the process again for the other aspects of the by-laws revision.

In the meantime the SELPA policy 10840 will go to the SECA board on May 27, 2010 for discussion/Action. They may or may not approve it at that time.

**B. Membership Status – Rebecca Cernac**

Rebecca anticipates that Scotts Valley will have positions open soon.

Janet Edwards has not been contacted by SCCS – Rebecca has let SCCS know that CAC recommends that Ms. Edwards be appointed to the CAC as a Santa Cruz City School District representative.

Dan reports that he has noticed SUESD that they will have an opening in the Fall (Janet Edwards son is graduating from NBMS). There is already a potential candidate who is attending tonight.

**C. SEC Response to CAC Correspondence – Dan Cope**

**Review, comment and accept written response from SEC.**

Dan introduced the topic. This is here for the information of the CAC. It is open to discussion. The item is on the agenda for SECA for May 27, 2010.

There was some discussion amongst members and audience.

It was noted that this is not an action item.

The members of the CAC are welcome to attend the SECA and voice their opinion around this subject to the SECA board. The general consensus of the voting members was that the response was acceptable.

**D. FCMAT Update – Dan Cope**

Dan reminds the CAC that the FCMAT study is undergoing final revisions and will be posted to the Web as soon as it is available. It is on the SECA agenda to be discussed if SECA Board members have had access to it prior to the meeting.

An audience member has unsubstantiated statements that the study has already forced districts to make changes to programs which have adversely affected families.

## **FCMAT Update – Dan Cope – continued**

Terry McKinney asked what next steps are. Dan explained that after the superintendents review it then they are likely to develop an action plan to implement those changes it chooses to act upon. He reminds the group that the SECA board does not have to act upon all, if any of the recommendations.

### **E. Early Start Committee Update – Dan Cope**

Nothing new from his earlier discussion.

### **F. State Legislation and Budget Update - Dan Cope Legislative Sharing Day - Carmel Weifert & Terry McKinney**

Dan reports that the in California there is a negative 3.9% COLA

AB3632 is on the cutting block. This has already been discussed.

There is a bill out there to move the Kindergarten entry age to Sept. (students would have to be 5yrs by Sept to start kinder that fall). This will create more preschoolers to serve. As districts don't get funding for preschooler so this going to be a financial impact.

Senator Monning sent Gavin a hand written Thank you Card for participating in Legislative Day.

### **G. Recognition Day – Update – Rebecca Cernac**

**May 22, 2010**

Victoria George reports that the event is this Saturday, May 22. So far upwards of 80 attendees. Everything is in good shape for the event.

The poster did not get printed. She wanted to wait till the SELPA moved to COE as it may mean a change in phone numbers/days of meetings, et al.

### **H. Calendar for 2010/2011 – Calendar**

**M/S/C: Dixon/Edwards/all ayes**

See the final approved calendar attached to these minutes with workshops scheduled in.

### **I. DRAFT - SELPA Policy 10000 – Special Education Local Plan Area**

**10800 – Governance**

**Community Advisory Committee- Appointment (Policy 10840)**

**Document for Review and Action**

**Dan Cope**

This policy can stand as it is even though the CAC determined to go back to the drawing board on all the other by-law amendments/changes.

Dan recommends that the CAC approve this policy as it stands. If not the “at large” members will have no chance of voting rights till at least Fall 2010. The SECA is not obligated to approve this policy.

**M/S/C: Dixon/Weifert/all ayes**

No discussion

**VII. Future Agenda Items**

ByLaws Revision

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Visitation of classrooms rating scale

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Membership Updates including New SUESD appointee

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**VIII. ADJOURNMENT/NEXT MEETING**

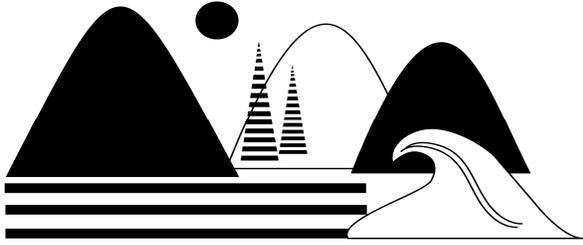
*M/S/C: Sowder/Dixon/all ayes*

Rebecca Adjourned the meeting at 9:35pm

**Happy Summer!**

**The 2010/2011 Calendar is attached.**

**Members of the public will be given an opportunity to address the CAC  
about an item during consideration of that item.**



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**Community Advisory Community  
2010-2011 Calendar  
6:30 – 8:30pm**

All meetings and workshops are held at the Santa Cruz County Office of Education (unless otherwise noted), and are scheduled to start at 6:30 pm.

If you are planning to attend but are going to be late, please call the SELPA office in advance at 831-475-4982.

If you require an interpreter, please call the SELPA office at least a week in advance so that arrangements can be made.

September 16, 2010	Business Meeting
October 14, 2010	Workshop – “Assistive Technology Panel”
November 18, 2010	Business Meeting
December 9, 2010	Business Meeting
January 13, 2011	Business Meeting
February 10, 2011	Workshop – “Positive Behavior”
March 10, 2011	Business Meeting
April 14, 2011	Workshop – “Secrets of my Success Panel”
May 12, 2011	Business Meeting

*~Note: Legislative Action Day “Leg Day” is May 4, 2011  
Workshop Titles are subject to change*

**APPROVED: May 20, 2010**

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