

POWAY UNIFIED SCHOOL DISTRICT

Community Advisory Committee (CAC) Meeting

MEETING MINUTES

Tuesday, October 15, 2019

6:30-8:00 p.m.

“If everyone is moving forward together, then success takes care of itself.” – Henry Ford

Welcome and Introductions	<i>Public Input- An opportunity for members of the public to share comments and concerns with the CAC. In the interest of time, speakers are limited to three (3) minutes each, with a total of 15 minutes allotted for all public input. Please respect student and personnel privacy. CAC members and district staff cannot respond to individual concerns in this forum, but will take your contact information for future follow up. <u>The Committee in this section takes no action.</u></i>		No comments or concerns were noted by any members in attendance at this time.	6:30-6:45
	CAC Attendance (Parents): Heather Plotske Laura Bruvold Anna Quint David Choi Cheryl Hernandez Rosabel Agbayani	CAC Attendance (District Staff): Gina Zanolini Alexandra Sparks Jodi Payne Lisa Dryer Ryan Brewer Greg Mizel	CAC Attendance (Community): Seven Community Members (additional community members arrived after the meeting was called to order and the attendance sheet was passed around)	
<i>Chairperson Rosabel Agbayani called the meeting to order at 6:30 p.m.</i>				
Approval of Minutes and CAC Calendar	Review of Minutes of the 9/17/19 CAC Meeting: Motion by Cheryl to approve the minutes. Motion seconded by Alex. Motion carried by verbal vote.			6:45-6:55
District Liaison Reports	Reports by Lisa, Jodi, and Greg 1. Lisa- would like to know what we want to know so she can prepare to speak to a topic a. David- SAI b. Alex- Legislation c. Heather- Staffing			6:55-7:25

	<p>d. Rosabel- Staff training opportunities</p> <p>2. Greg- PUSD School Board declared October as Dyslexia Awareness Month</p> <ol style="list-style-type: none"> a. Universal screening for dyslexia in 1st grade b. More protocols for school psychologists c. Investing in Barton and ISME (Orton-Gillingham) at all elementary and middle schools d. At least one staff member at each site trained in Level 1, some are even higher e. 24 more staff people to be trained soon f. Moving forward in 3 SAI Schools and 7 Cohort Schools g. SAI board has been to MRES and TPMS (shared anecdote from MRES that was positive) h. Noted that at TPMS it was voiced that there is no longer a stigma to IA support in classrooms i. Teachers are learning how to co-teach j. Gathering metrics at model schools <p>3. Lisa- Legislative Notes</p> <ol style="list-style-type: none"> a. Start times at middle and high schools will be no earlier than 8:30 a.m. starting in 2020-2021 school year b. Ryan shared that Transportation is exploring new options for this upcoming change c. Lisa shared that Brian Maienschein put through legislation just signed by the Governor of California that assistive technology devices can now go from home to school, and can go from district to district for a trial period until the receiving district supplies their own device to a student during the transition time d. Medina Bill- adding funding for 20-21 school year <ol style="list-style-type: none"> i. A new SELPA formula that equalizes funding across SELPAs and adds preschool funding ii. Currently a one-time funding, but hope it can recur e. The first week in May 2020 (May 5th?) will be “Legislative Day” in Sacramento. A District SELPA representative and a parent representative attend workshops in the state capitol <p>Question from parent to Lisa: When is the AT measure going into effect? Answer: Anticipated January 2020 across the board</p> <p>Question from parent to Greg- Dyslexia question regarding how one can be assessed by the district Answer from Alex (a school psychologist): strategies should be embedded in the curriculum: multisensory, phonics, etc. Chair suggested an “offline” discussion since questions were specific and required detailed answers</p> <p>Question from parent: Is there training for inclusion for bus drivers and bus aides? Answer from Greg: At the recent district Professional Growth Day, classified staff were able to pick their own training sessions Question from parent: So it is not mandatory?</p>	
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	<p>Answer from Greg: There is ongoing professional development for the 10 SAI schools (3 SAI, 7 Cohort)</p> <p>Clarifying question from Gina to parent: Special education or general education bus?</p> <p>Answer/ Question from parent: A Special Education bus. Are there requirements to become a bus IA?</p> <p>Answer from Ryan: Throughout the year and at initial trainings, Special Education bus drivers and IAs are given training in how to manage behaviors per a student's IEP</p> <p>Question from Heather: What is the difference between classified and non-classified staff?</p> <p>Answer: Classified staff are support staff i.e., IAs, maintenance personnel, clerks, etc. Non-classified staff are i.e., teachers, school psychologists, etc.</p>	
<p>CAC- Chair Report</p>	<p>Report by Rosabel Agbayani</p> <ol style="list-style-type: none"> 1. Introduced a "CAC Motion Form" to document activities of the committee and outcomes of voting (copy given to Secretary) 2. Introduced a "CAC Public Testimony Form" so that CAC can document community concerns at the meeting 3. Cheryl suggested to attach this form to the agenda published on the PUSD CAC website 4. David made a motion to make the Public Testimony form online as well as distribute them at the physical CAC meeting <ol style="list-style-type: none"> a. The P.T. form can be read during Public Comment portion of the meeting b. Can be attached and not read aloud c. Can have names redacted d. A discussion for the purpose of the form <ol style="list-style-type: none"> i. An idea to include more people in the CAC ii. How to disseminate? iii. Can track if there is information given and find out how forms are used and by whom iv. Formalizes connections between district and community e. Rosabel suggested to table this at this tie <ol style="list-style-type: none"> i. Send this document out as a google doc for input ii. Make an action item for next meeting 5. Heather asked: can we propose something and vote on it at the same meeting? In the past similar items were moved to the agenda for the next meeting. 6. Rosabel agreed and said we cannot make a motion today, it will need to be at the next meeting <ol style="list-style-type: none"> a. Rosabel will email the document out for feedback b. It can be put in the next agenda 	
<p>Sub-Committee Reports</p>	<p>Rosabel noted that Sub-Committee chairs were appointed as per the CAC Bylaws. The Committee chairs can appoint their own co-chairs.</p>	<p>7:25-7:45</p>

<p><u>Membership Outreach</u></p>	<p>Report by Gina Zanolini</p> <ol style="list-style-type: none"> 1. There are currently 25 new applicants for CAC Board openings from the online google doc 2. Suggestion that there be a rubric for questions/expectations that all Membership Committee members will use in interviewing applicants 3. Gina proposed an October 25th deadline for reviewing applications and narrowing down to seven 4. By next meeting, the Committee should have information on possible new members 	
<p><u>Events</u></p>	<p>Report by Cheryl Hernandez</p> <ol style="list-style-type: none"> 1. Parent Information Night will be Tuesday, November 12, 2019 from 6-8:00 p.m. 2. The topic will be IEP Introduction to the IEP Process <ol style="list-style-type: none"> a. Discussion of type of presentation <ol style="list-style-type: none"> i. Workshop style presentation? ii. Parents sign up for rotations? ("Buffet Style") iii. Working model example- present a mock IEP meeting? iv. What departments should be present that night? 3. Discussion of how to structure Parent Night <ol style="list-style-type: none"> a. Cheryl asked that if the current CAC venue (PUSD District Office Community Room) is large enough to host such an event? b. Jodi shared that in her past experience, this room should be large enough 4. Discussion of how to set up room <ol style="list-style-type: none"> a. Set up tables by topics? b. Give a list of "booths" and parents can pick and choose topic they wish to learn about c. Jodi can suggest people to participate at the tables d. Cheryl asked for suggestions from visiting parents present and noted them e. Change presentations every 15 minutes or so? f. Give parents a "menu" of options 	
<p><u>Governance/ Bylaws</u></p>	<p>Report by Heather Plotzke</p> <ol style="list-style-type: none"> 1. The Local Plan Committee status- Lisa is revising it to meet with the new template given out by the State of California 2. Need two (2) parents on this committee <ol style="list-style-type: none"> a. Heather and Cheryl volunteered 3. Discussion: <ol style="list-style-type: none"> a. Rosabel noted that each sub-committee chair has a google drive folder to communicate within their committee b. Heather reported that there are docs in the google drive now and that Lisa got us a copy of the Bylaws and the Governance Committee is now working on reviewing the Bylaws 	

<u>Communication</u>	<p>Report by David Choi</p> <ol style="list-style-type: none"> 1. Parents on Facebook have made their own database of which school has which services as reported by parents- is Lisa aware of this? <ol style="list-style-type: none"> a. Lisa replied that yes, she is aware b. Parents are asking for this information on the PUSD SPED website c. Lisa will follow up with Greg, and notes that programs and classes offered by site changes every year due to student need <ol style="list-style-type: none"> i. Lisa consults with Facilities Department to see where programs can go/ be moved if need is there 2. David introduced the concept of Parent Mentors <ol style="list-style-type: none"> a. Cheryl suggested that a form could be linked to the Public Comment form to connect parents with resources and appropriate support as part of a Parent Mentor group b. Rosabel suggested that current CAC members create a bio so people can contact them if they need support c. Anna suggested that a "Buddy System" made up of volunteers should be a big group d. Gina and Jodi can link parents to other parents and form resources for the community e. David asked: can we start that within the CAC? Whoever wants to volunteer can contact David f. David sent around a sign up list for potential participants 	
<u>Other Items/ Announcements/ Open Discussion</u>	<ol style="list-style-type: none"> 1. Rosabel alerted the group that the next CAC Meeting is scheduled for 11/19/19, which is the same night as the PUSD State of the District. 2. David suggested that if CAC members are going to this event, then we do not have to hold a CAC meeting. 3. Rosabel asked for a vote. 4. Alex made a motion to cancel the 11/19/19 CAC meeting. <ol style="list-style-type: none"> a. David seconded the motion b. The motion passed via a voice vote 5. Rosabel brought up the google drive organization, there is currently one folder for each committee 6. Rosabel also informed the group about communication platforms <ol style="list-style-type: none"> a. The CAC cannot use Slack for whole committees or sub-committees b. The google drive is ok (make comments, suggestions or corrections to documents) 7. Cheryl asked, then how can we communicate? <ol style="list-style-type: none"> a. Answers: we can email within a committee, but if you use public email always cc someone else b. Suggestion: use pusdcac@gmail.com at the universal cc for emails? c. Heather suggested that we can also communicate by phone call d. Rosabel noted that emailing within a sub-committee is ok 8. Rosabel suggested that in the future, CAC should have the first hour of the meeting reserved for business, and then the last 30 minutes can be used for sub-committee work in person 	7:45-8:00
	<i>Chairperson Rosabel Agbayani adjourned the meeting at 8:00 p.m.</i>	

