



**POWAY UNIFIED  
SCHOOL DISTRICT**



**Community Advisory Committee (CAC) Meeting**

**Agenda**

**Tuesday, March 9, 2021**

**6:30pm-8pm**

**ZOOM Meeting**

<b>Meeting Called to Order</b>		<i>Chairperson Rosabel Agbayani called the meeting to order at 6:31 p.m.</i>

**Roll Call**

## Quorum - yes

Board Member	In Attendance
Rosebel Agbayani	✓
Heather Plotzke	✓
Tristie Graetz	✓
David Choi	✓
Alexandra Sparks	✓
Greg Mizel	✓
Jeanette Anderson	✓
Jodi Payne	✓
Deborah Williford	✓
Heather Marshall	✓
Terry Tu	✓
Jill Cooley	✓
Anna Reyes	Not present
Becca Barr	✓
Kevin Tenerelli	✓
Kate Whelan	Not present
Nita Jha	✓
Mudita Tiwary	✓
Sam Trink	Not present

<p><b>Welcome and Introductions</b></p>	<p><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.</i></p> <p><u>The Committee in this section takes no action.</u></p> <p><b>PUBLIC TESTIMONY FORMS</b></p> <p><b>English:</b></p> <p><a href="https://docs.google.com/document/d/IRmZWfBKw3Qd7727OYSanT5HpnOwaRKZncL1Gc5ocMuU/edit?usp=sharing">https://docs.google.com/document/d/IRmZWfBKw3Qd7727OYSanT5HpnOwaRKZncL1Gc5ocMuU/edit?usp=sharing</a></p> <p><b>Spanish:</b></p> <p><a href="https://docs.google.com/document/d/lwcnGCWD5dp9yRGVpPtQS_f8q1JltBbyVseMY6IR0uoI/edit?usp=sharing">https://docs.google.com/document/d/lwcnGCWD5dp9yRGVpPtQS_f8q1JltBbyVseMY6IR0uoI/edit?usp=sharing</a></p>	<ul style="list-style-type: none"> <li>• The question was asked if schools would quarantine after spring break (as had happened after winter break.) Greg Mizel informed the group not to anticipate any additional days off that have not been board approved on the calendar.</li> <li>• A question was asked when secondary schools would be opening. If the 15th is still the scheduled date for reopening? Greg Mizel explained that SDCOE and Dr. Wilma Wooten have approved opening plans, but the state did not approve reopening. This will be further discussed at the Board meeting Thursday. Once the county returns to the Red Tier, state approval will not be needed.</li> </ul>
<p><b>Approval of Minutes</b></p>	<p>February 9, 2021</p>	<p>Motion to approve the minutes from 02/09/2021 made by Jill Cooley  Motion seconded by Alexandra Sparks  Motion carried unanimously by a voice vote of “aye”, no “nay” votes</p>

**District Liaison Report**

Jeanette Anderson  
Jodi Payne

- Preschool workgroup comprised of parents, teachers, program specialists, and service providers.
- Alternative Dispute Resolution Training - directors, program specialists, parent liaison, and parent ambassadors to participate via zoom. The purpose is to work on how to resolve conflict at the lowest level. This is the first time parent ambassadors and the parent liaison will be participating.
- Rosabel asked if the preschool workgroup would report to the CAC for any follow-up. Jodi answered that the intent was to recruit parents who were also on CAC for cross-communication.
- Additionally, Rosabel asked if the ADR training will include cross-communication as well. CAC members David Choi and Deborah Williford will be reporting from the training.
- Heather P. asked how many parent ambassadors are there currently. Jodi P. answered that there are four in a small cohort. Early stages for recruitment going live by the end of April or May 1st at the latest. There is a list of parents that have been recommended to

		<p>participate. The goal is to have at least one ambassador per site (39) by the beginning of the school year. This will include both elementary and secondary. Ambassadors can attend IEPs with parents, will be there along their journey, and there as a resource. The Parent liaison's vision is to have parents representing different primary handicapping conditions that can assist regardless of site for support.</p> <ul style="list-style-type: none"> <li>● Rosabel asked about the surrogate parent training possibly to be conducted with parent ambassadors. Jodi agreed to the idea.</li> </ul>
<p><b>CAC-Chair Report</b></p>	<p>April Meeting- Spring Break/ Cancel?</p>	<ul style="list-style-type: none"> <li>● The question brought to the group to either cancel or keep the 4/13/21 meeting during spring break.</li> </ul> <p>Motion to cancel the April meeting made by Terry Tu  Motion seconded by Alexandra Sparks</p> <ul style="list-style-type: none"> <li>● Open for discussion. Heather P. There is a lot of work to be done prior to the end of the year. The Excellence awards, bylaws reviewed and voted on, (two separate meetings) budget meeting, There is a lot to get through by the end of the year. Heather suggested to move the meeting to April 20. Jeanette</li> </ul>

		<p>explained that the LCAP information will be available in April, CAC has 30 days to review it, then approved by the board and submitted by the end of June. Heather M. confirmed the Excellence event has not been scheduled yet.</p> <p>Motion to change the date to Tuesday, April 20, 2021 6:30-8:00pm - Heather P.</p> <p>Motion seconded by Kevin T.</p> <p>Motion passed unanimously by a voice vote of “aye”, no “nay” votes</p> <ul style="list-style-type: none"> <li>● Rosabel explained the new group voted on at the last meeting (Family Engagement) is not on the agenda yet until she connects with Greg M. to fine-tune the expectations of the group (timelines, responsibilities).</li> <li>● Heather P. shared that if you have a student who rides PUSD transportation, the policy switched that you do not need to call dispatch if your child is absent but before the fourth day, parents need to contact dispatch to “turn on” the routing again.</li> </ul>
<b>OLD Business</b>		No old business
<b>New Business</b>		No new business
<b>Sub-Committee Reports</b>		

<p><b><u>Communication</u></b>  C-David Choi  Anna Reyes  Terry Tu</p>		<ul style="list-style-type: none"> <li>David will reach out to new members. In the past, he set up small meet and greet zooms with other CAC members.</li> </ul>
<p><b><u>Media</u></b>  C-Kate Whelan  Anna Quint</p>		<p>Nothing to report</p>
<p><b><u>Membership /Outreach</u></b>  C-Alex Sparks  Rosabel Agbayani  David Choi  Heather Plotzke</p>		<p>Nothing new to report</p> <ul style="list-style-type: none"> <li>Currently, CAC has two alternates; no open spots at this time</li> <li>Please communicate with the Board if you think you may not be able to continue to serve as a Board Member. Becca B. indicated that this will be her last year as a Board Member.</li> </ul>
<p><b><u>Governance/Bylaws</u></b>  C- Heather Plotzke  Rosabel Agbayani  Jill Cooley  Alex Sparks</p>	<p>Bylaws (Adopted at April 2017 CAC meeting) can be found:  <a href="https://www.powayusd.com/en-US/Departments/Special-Education/cac/CAC-Bylaws">https://www.powayusd.com/en-US/Departments/Special-Education/cac/CAC-Bylaws</a></p>	<p>Heather P. reported:</p> <ul style="list-style-type: none"> <li>Meeting before spring break to work on updating the bylaws to match the local plan changes already approved. Team will review. Goal is by the April meeting, the bylaws can be reviewed by the CAC in April and voted on in May. LCAP draft will be sent piecemeal, per Jeanette for review. Team will have 30 days to review. Jeanette shared that the CDE changed the template system, the sections are laid out so parents can gauge whether it is an accurate depiction of what the district is doing.</li> </ul>

<p><b><u>Events</u></b>  <i>C-Heather Marshall</i>  <i>Rosabel Agbayani</i>  <i>Becca Barr</i>  <i>Terry Tu</i>  <i>Kate Whelen</i>  <i>Nita Jha</i></p>	<p>Spring Event: Mar 30th 6:30-7:30  Excellence Event: Volunteers and  Photos for SPED Slideshow</p>	<p>Heather M. reported:</p> <ul style="list-style-type: none"> <li>● Spring event March 30th from 6:30 pm to 7:30 pm. There will be two topics and guest speakers. 1) Life is full of Transitions - parent resources, parent information. District liaison to support, and possibly speak about the Parent Ambassadors. 2) Discussing triennials, IEP meetings, amendment meetings, and what the process looks like. Team will meet prior to the event to wrap everything up. Excellence Awards will be virtual (sometime in May). A possible slideshow (teachers, staff, parents of students with special needs to send photos from on-campus or at home). Clarification that there will be one presentation on each topic, no breakout rooms, in order to record the session. Looking for volunteers to help create a slideshow for the event to highlight positive moments from the school year. Reach out to Heather Marshall if interested in helping with the slideshow or submitting photos.</li> </ul>
<p><b><u>SEL</u></b>  <i>C- Jill Cooley</i>  <i>Becca B,</i>  <i>* Stephanie W</i>  <i>Alex Sparks,</i></p>		<p>Jill Cooley reported:</p> <ul style="list-style-type: none"> <li>● One of the goals for the SEL sub-committee is to create a resource for families is a list or guide to record resources</li> </ul>



\* *Krista P*

(books, shows, movies) and topics families may encounter (transitions, change in educational placement). Would like for it to be a collaborative effort with families. Rosabel suggested coming up with a process with how to gather the information and connect with district staff to collaborate. Becca B. suggested that parents can share resources outside of tv shows (summer camp, outdoor activities, other resources in the community); would have to be parent input only, not district approved. Rosabel reminded the group public individuals are welcome to work on sub-committees, please reach to the CAC. David C. questioned the best format/medium to communicate the shared resources. Previously, there was a list of resources, but not often updated. How can the CAC facilitate the sharing of resources and information? Possibly coffee talks with a protected space of PUSD parents with students with special needs? It was suggested that maybe the Parent Ambassadors may be able to support this. Rosabel reminded that members are part of the school board and need to

		<p>follow the Brown Act and board members are limited in the types of meetings we can have. In the past, there have been meet and greets where there were opportunities for families to meet each other and district members. The goal is to do more activities for families to be engaged. Looking for guidance and input from the District on types of family engagement activities that the CAC can support. Possibly use these family engagement activities to be able to communicate resources and programs in our community and use it as an avenue and stay within the guidelines of the CAC. Heather P. reminded the group that if the CAC recommends an activity that there are legal implications. Jill C. agreed that she would not like her sub-committee to look at activities. But with books/movies, parents can use objective criteria to vet the book, yet with activities, there could be turn-over of staff and experiences can change. Rosabel suggested that sub-committees bring a video of resources to share during the report so that the CAC can vet these resources and then be</p>
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		<p>housed on the CAC website. Jeanette confirmed that items on the CAC page are district-approved but would like further discussions if there is a way to vet resource links and work together to provide those resources to the community with the support of the district in any legal or ethical considerations that may come up because of it. Rosabel explained all items that the CAC has posted have gone through the District (is posted by the District, not the CAC).</p>
<p><b>Announcements /Round Table Discussion</b></p>	<p>7:30 pm</p>	<ul style="list-style-type: none"> <li>● Linda - look for a food drive in your area. All the food goes to families in need in PUSD</li> </ul> <p>If you have any questions about this food drive or would like to volunteer, please email Linda Mauch (<a href="mailto:slmauch@yahoo.com">slmauch@yahoo.com</a>) or Nicole Sanseverino (<a href="mailto:nsansev@gmail.com">nsansev@gmail.com</a>) and visit <a href="http://www.ffccsd.org/">http://www.ffccsd.org/</a> for more information about FFCC.</p> <ul style="list-style-type: none"> <li>● Mudita - food drive in 4S Ranch DNHS non-perishable collection</li> </ul>
<p><b>Closing Comments and Adjournment</b></p>		<p>Heather P. asked if lunches will be served meals until the end of the year? Greg M. explained that lunches will still be served through the end of the year. The paperwork going home for Free and Reduced Lunch is in an effort to be proactive for</p>

		<p>families in need.</p> <ul style="list-style-type: none"> <li>● Jill C. - the hypothetical for her sub-committee would to possibly set up an Act of Kindness resource that families could provide for others, beyond the books and resources. These activities can help foster interconnectedness of capitalizing on student strengths and capabilities. Rosabel would like to look for ways where families can be engaged in the community, not limited to the CAC in the hopes to bridge the gaps.</li> </ul>
		Meeting adjourned at 7:47 pm

## **CAC 2020-2021 Goals**

### **Outreach**

- Improve outreach to families at individual school sites
- Continue developing and improving inclusive programming, with opportunities for non-English speaking families to receive information
- Developing site-specific parent ambassadors

### **Resource collection and distribution**

- Sharing and learning about best practices in Special Education.
- Collaborate with the District to develop a resource library, with information and materials available online for parents seeking information

### **Education**

- Build knowledge about disabilities to parents, teachers, and community members
- Educate the public about Special Education Law
- Offer a resource faire for families, replete with district and non-district service providers and opportunities to include expanded resources (ie pre-recorded presentations)

### **Oversight and Advice from CAC**

- Provide input to the district about ways to improve the IEP process in addition to specific topics related to COVID-19
- Offer support and advice in recruiting, training, and retaining instructional aides to improve continuity of services for students
- Continue verifying the ongoing development of dyslexia programming and services in elementary, middle, and high schools
- Continue the conversation about mental health services and BASES classroom stability
- Provide advice and input regarding the Local Plan.
- Participating in relevant conversations with the district regarding Special Education
- Provide a space for parents to share concerns about Distance Learning and School Reopening Plans regarding Special Education Students and response to COVID-19