



**POWAY UNIFIED  
SCHOOL DISTRICT**  
15250 Avenue of Science,  
San Diego, CA 92128  
pusdcac@gmail.com



**Community Advisory Committee (CAC) Meeting**

**Agenda**

**Tuesday, January 11, 2022**

**6:30pm-8pm**

**ZOOM Meeting**

<p><b>Meeting Called to Order Chair Announcement &amp;</b></p>	<p><i>Time: This meeting is being recorded for possible public replay and sharing.</i></p>	<p><i>Heather P. called the meeting to order at 6:30 p.m.</i></p>																								
<p><b>Roll Call Secretary</b></p>		<p><i>Quorum: yes</i></p> <table border="1" data-bbox="1027 1052 1463 1839"> <tr> <td><i>Board Member</i></td> <td></td> </tr> <tr> <td><i>Heather Plotzke</i></td> <td>✓</td> </tr> <tr> <td><i>Heather Marshall</i></td> <td>✓</td> </tr> <tr> <td><i>Tristie Graetz</i></td> <td>✓</td> </tr> <tr> <td><i>Rosabel Agbayani</i></td> <td>✓</td> </tr> <tr> <td><i>David Choi</i></td> <td>✓</td> </tr> <tr> <td><i>Alexandra Sparks</i></td> <td>✓</td> </tr> <tr> <td><i>Jill Cooley</i></td> <td>✓</td> </tr> <tr> <td><i>Kiyyah Edwards</i></td> <td>✓</td> </tr> <tr> <td><i>Heather Osborne</i></td> <td>✓</td> </tr> <tr> <td><i>Cassie Castle</i></td> <td>x</td> </tr> <tr> <td><i>Allison Smith</i></td> <td>✓</td> </tr> </table>	<i>Board Member</i>		<i>Heather Plotzke</i>	✓	<i>Heather Marshall</i>	✓	<i>Tristie Graetz</i>	✓	<i>Rosabel Agbayani</i>	✓	<i>David Choi</i>	✓	<i>Alexandra Sparks</i>	✓	<i>Jill Cooley</i>	✓	<i>Kiyyah Edwards</i>	✓	<i>Heather Osborne</i>	✓	<i>Cassie Castle</i>	x	<i>Allison Smith</i>	✓
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<p><b>Welcome and Introductions</b> <i>Co-Chair</i></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><i>The Committee in this section takes no action.</i></u></p> <p><b><i>PUBLIC TESTIMONY FORMS</i></b></p> <p><b><i>English:</i></b></p> <p><b><i>Spanish:</i></b></p>	<p><i>No Public Comments or Input</i></p>																		
<p><b>Approval of Minutes</b> <i>Co-Chair</i></p>	<ul style="list-style-type: none"> <li>● Minutes for December <ul style="list-style-type: none"> <li>○ Discussion/ Call for motion</li> </ul> </li> </ul>	<p>Jill C. made a motion to approve December 14, 2021 minutes. Rosabel A. seconded. All “ayes”, no “nays, one abstain.</p>																		

		Motion carried.
<b>District Liaison Report</b>	<ul style="list-style-type: none"> <li>• How is long is the expected time of the replacement process to fill the vacant Program Specialist Position (Sara Nielson)? Who should parents at Design 39 Campus, Mesa Verde, Oak Valley, Westview reach out to in the interim if they need a Program Specialist?</li> <li>• When is the District Spring Transition Night by Tiffany King this year – lots of parents have been asking.</li> </ul>	<p><i>Jeanette A. wanted to clarify questions from the public.</i></p> <p><i>-Personnel changes</i></p> <p><i>Please reach out to the site administrator first, then reach out to a director to inquire about personnel that would be covering vacancies.</i></p> <p><i>Tiffany K shared information about Spring Transition Night.</i></p> <p><i>- Addition to include middle and high school</i></p> <p><i>Feb. 8th “What to expect in high school,” for 8th grade parents to review the different pathways available.</i></p> <p><i>Feb 17th “Intro to Middle school,” for 5th grade parents to learn about middle school</i></p> <p><i>March 8th “Post Graduation” for supports available to families of students that will graduate.</i></p> <p><i>Alex S. recommended interpreters at these meetings.</i></p>
<b>BOE Liaison Report</b>		<p>Michelle O’Connor-Ratcliff provided the BOE Liaison Report. The Board decided that all board members would be rotating the liaison report to the CAC.</p> <ul style="list-style-type: none"> <li>-Trustee Area maps</li> <li>-Change to special ed. Language</li> <li>-Personnel Commission</li> <li>-Annual Audit</li> <li>-Review facilities master plan</li> <li>-Health and Safety updates</li> <li>-Update from Carol Osborne</li> </ul>
<b>CAC-Chair Reports</b>	<ul style="list-style-type: none"> <li>• Setting up a meeting with Tiffany K’s team to go over suggestions for more successful transitions between school levels. Please send any questions or suggestions, or difficulties that you ran into with your child to</li> </ul>	<p>Heather P. reminder - members need to join a sub-committee.</p> <ul style="list-style-type: none"> <li>-Setting up a meeting with Tiffany K. about questions from parents regarding transitions.</li> </ul>

	<p><a href="mailto:pusdcac@gmail.com">pusdcac@gmail.com</a> so we can work on a cohesive list to present.</p>	<p>Added Chris K. and Kiyah E. to communications committee and Devin G. to community engagement. Allison S. to events.</p>
<p><b>OLD Business</b></p>		<p>Anton Lotter shared concerns regarding transportation:</p> <ul style="list-style-type: none"> <li>-Driver shortage</li> <li>-Communication</li> </ul> <p>*18 new drivers in the training process *7 drivers waiting for approval</p> <p>*Looking at a parent app to assist/support communication between families and the district regarding transportation.</p>
<p><b>New Business</b></p>	<ul style="list-style-type: none"> <li>● Dyslexia Presentation</li> </ul>	<p>Greg Mizel shared information about Dyslexia:</p> <ul style="list-style-type: none"> <li>-Defined Dyslexia and characteristics</li> <li>-Dyslexia Simulation</li> <li>-Three-Pronged Approach (universal screening, professional learning, and evidence based curriculum)</li> <li>-Professional Learning - IMSE/ Orton Gillingham</li> <li>-Training will be available to general education classroom teachers</li> </ul> <p>Trenace Sevilla shared information about universal screening and why it is important.</p> <ul style="list-style-type: none"> <li>-Every 1st grade student in PUSD are screened within the first 6 weeks of school</li> <li>-Others TK-3 are progress monitored</li> <li>-Benchmark Advanced for K-5 general education classroom students</li> <li>-i-Ready and Lexia available to support learning</li> <li>-SIPPS (small group instruction)</li> </ul> <p>Question - how is fidelity measured with these programs?</p>

		<p>Greg M. shared that with professional development, progress is being made. Heather S. added that progress on goals also helps to track fidelity and progress.</p> <p>Question - does Connect Academy have the same supports and curriculum? Tiffany K. answered that Connect Academy adapts curriculum for online learning.</p>
<b>Sub- Committee Reports</b>		
<p><b>Events</b> C-Heather M. Rosabel A. Kate W. Nita J. Allison S.</p>	<ul style="list-style-type: none"> <li>March Event - Currently scheduled 3/30 team</li> </ul>	<p>Heather M. shared that the Spring event is scheduled for March 30th. Will be virtual as of now.</p>
<p><b>Communication</b> C-David  Chris K. Kiyah E.</p>	<ul style="list-style-type: none"> <li>Parent Ambassadors update</li> </ul>	<p>David C. asked about progress on the parent handbook. No new updates.</p> <p>Deborah W. shared updates on Parent Ambassadors: -What we wish the staff knew about parenting a student with disabilities -Focus on introductions with principals at each site, then special ed. Staff -Transitions and support -Each Parent Ambassador is at a different level of involvement at this time</p>
<p><b>Media</b> C-Kate W.</p>	<ul style="list-style-type: none"> <li>Bios update - # still missing</li> </ul>	<p>Kate W. shared that we're missing 7-8 more bios for board members.</p>
<p><b>Membership /Outreach</b> C-Alex S. Heather M. David C. Heather P.</p>		<p>Alex S. shared no new updates but a reminder to join a committee (or two).</p>

<p><b><u>Governance/ Bylaws</u></b>  <i>C- Heather P. David C.,  Heather M. Alex S.  Nita J.</i></p>	<ul style="list-style-type: none"> <li>● <a href="#">Bylaws from Nov 16, 2021</a></li> <li>● Need for Monthly Continuous Action to remain in Virtual. When we initially voted we were covered by the existing Brown Act emergency policy – after however, the Governor signed into law an amendment that requires a monthly vote to remain virtual.</li> </ul>	<p>Heather P. shared details about changes to the Brown Act and we now need to vote monthly regarding holding CAC meetings via zoom.</p>
<p><b><u>Community Engagement</u></b>  <i>C - Rosabel Heather P.  Sam T.* Alex S.  Tristie G. Devin G.</i></p>		<p>Rosabel A. shared that the Parent Handbook is now available online at the CAC website and working on sending it via a Connect Ed. message.</p>
<p><b><u>Wellness</u></b>  <i>C - Jill C. Alex S.,  Tristie G. Sam T.*</i></p>		<p>Jill C. reported that there is no new update.</p>
<p><b>Continuous Action Item</b></p>	<ul style="list-style-type: none"> <li>● Remaining in Zoom for February <ul style="list-style-type: none"> <li>○ Call for a motion to vote</li> </ul> </li> </ul>	<p>Alex S. made a motion to approve zoom meeting for February.  Kate W. seconded.  All “ayes”, no “nays”  Motion carried.</p>
<p><b>Announcements  / Round Table Discussion</b></p>	<p><b>Next: BOE Mtg: @ 6p 1/13 via YouTube Live</b></p> <p><b>Next CAC @ 6:30p 2/15 via Zoom</b></p>	<p>Meeting adjourned at 8:01 p.m.</p>
<p><b>Closing “Shout Outs”  and Adjournment</b></p>		<p><i>Heather P. shouted out to district staff for the support for IEP meetings and learning that Common Core Standards are linked to IEP goals.</i></p>

## 2021-2022 CAC Goals

### COMMUNICATION

Help the Parent Ambassador team gain more community outreach. A brief update will be given to the entire CAC and community during Sub-Committee reports.

**MEDIA**

Work with the District to keep websites updated on a regular basis and make sure parents have access to the most current information available.

**MEMBERSHIP/OUTREACH**

Continue improving inclusive practices for non-English speaking families.

Work with the district to facilitate the adoption of a more strength-based approach to IEPs.

**EVENTS**

Educate parents about the IEP process and Parent Rights (procedural safeguards). \*\*video??

**GOVERNANCE/BYLAWS**

Advocate for special education training to be included in the certification process for general education teachers.

**WELLNESS**

Promote family self-care and connection.

**COMMUNITY ENGAGEMENT**

Develop a process to increase Family Engagement in the review/development of SPSAs

Improve Family Engagement and transparency between the District and families (continue district involvement in CAC meetings and events, addressing current concerns from the community)

**FULL COMMITTEE**

Continue verifying the ongoing development of dyslexia programming and services in elementary, middle, and high schools.

Continue to advocate for updated information for the special education community regarding programmatic changes especially including matters of public safety and environmental emergencies to keep our stakeholders included in upcoming decisions.

Work collaboratively with the District on a smoother transition plan between grade levels and/or placement options.

*\*\* Work on systems in Spring to prep parents/students for next phase (events)*

*\*\* Work with Program Specialists to ensure that all students/families know who their new contact person is prior to school starting in fall.*