



**Community Advisory Committee  
Meeting Minutes  
JUNE 1, 2021**

Karen Arellano, Vice Chair\*\*  
Emily Arias\*  
Terry Bufkin\*\*  
Michael Burke  
Lisa Carrillo\*  
Dr. Sheila Dunphy\*\*  
Priscilla Germain  
Katie Grant  
Jayne Greenwalt\*\*  
Jill Harris  
Karen Jones\*\*  
Trish Kelly\*

Desirée Magee, Chair\*\*  
Kay Metis\*\*  
Lisa Miyazaki  
Dr. Mona Montgomery\*\*  
Rae Lynn Nelson\*  
Jennifer Newsome  
Melanie Nkolovski  
Barbara Schulman\*  
Nicole Sparks  
Kris Spowart, Secretary\*\*  
Adriana Tapia\*\* & \*\*\*  
Emily Tapia\*\* & \*\*\*

Naeomi Tapia  
Olivia Tapia\*\* & \*\*\*  
Victoria Tescon  
Danny Warner  
Irene White\*  
Abigail Williams\*\*

\*Administration (6)  
\*\*Voting Member (13)  
\*\*\*Joined meeting after Roll Call  
Total Participants (30)

**1. BOARD MEETING VIA TELECONFERENCE**

- 2. RECORD MEETING** – Recording turned on
- 3. CALL TO ORDER** at 5:05 PM
- 4. PLEDGE OF ALLEGIANCE**

**5. ROLL CALL**

Roll call held with the following Voting Members present: Desiree Magee, Terry Bufkin, Kris Spowart, Karen Arellano, Kay Metis, Abigail Williams, Mona Montgomery, Karen Jones, Sheila Dunphy, Jayne Greenwalt. Quorum met. \*\*\*Adriana Tapia, Olivia Tapia & Emily Tapia joined later.

**6. ADOPTION OF AGENDA**

Desiree made motion to adopt the agenda and Kris seconded. Desiree asked for Kris to go through the votes. Desiree Magee, Terry Bufkin, Kris Spowart, Karen Arellano, Kay Metis, Olivia Tapia, Abigail Williams, Mona Montgomery, Karen Jones, Sheila Dunphy, Jayne Greenwalt, Emily Tapia all said yes. Motion passed.

**7. REPORTS**

**SVPTA SPECIAL EDUCATION LIAISON** – Jennifer Newsome  
Nothing to report at this time.

**DIRECTOR OF SPECIAL EDUCATION AT LBUSD** – Irene White

With 8 days of school left, they are finishing Transition IEPs as well as sending parents information regarding Enrichment Programs which will include robotics and writing camps. Two Parent Mentor trainings have been completed.

Projects over the summer include Summer School and Enrichment. Laguna created a new Stakeholder group and have held 2 conversations so far. Training videos for learning disabilities and dyslexia will be created later. Trainings for SAI teachers will be held over the summer, including Assessment Report and testing kits training. Math 180 program will be rolled out. CPI (Crisis Prevention Intervention) training will be held. They will working with site groups to switch from a discrepancy model to a pattern of strengths and weaknesses to determine

eligibility for special ed. They will be finalizing details for additional Orton-Gillingham training for K-1 teachers, and the Stakeholder group is looking to expand to grades 2-3.

#### **DIRECTOR OF SPECIAL EDUCATION AT SVUSD – Trish Kelly**

ESY (Summer School) starts on Monday. This summer they will work on/plan trainings that are in the budget. All Instructional Aides (IAs) will be trained over the course of next year. IAs will receive 4 trainings per month and teachers will receive 1 training per month. It's exciting because it's been hard to set aside times to train IAs with hands-on trainings. One planning meeting has been held. Trainings will include heavy into behavior, data collection, implementing BIPs, and student engagement. Trainings will be held after-hours and the IAs will be paid. The district will report to the CAC as more planning is done.

#### **DIRECTOR OF SOC SELPA – Rae Lynn Nelson**

New Assessment Measures training will be held in the fall.

#### Compliance 2019-2020 Annual Performance Report

The state (CA Department of Education/CDE) gives each district an Annual Performance Report every year. Things the state looks at for students with disabilities are: graduation rates, dropout rates, English Language Arts testing participation rates, Math testing participation rates, performance for Language Arts, performance for Math, suspension rates, Least Restrictive Environment (LRE) – the Percentage of kids who are in General Education 80% or more, kids who are in General Education 40% or less, LRE Separate Schools (a school that just services kids with special needs. It could be Non-Public school [ie La Tierra & Esperanza]). They look at parent involvement, higher education, and 3 post-secondary questions - higher education, competitive employment, or any other education or employment. CDE also looks at Child Find. Information is collected 4 different times during the school year.

#### **LBUSD**

Laguna is looking really good. Didn't hit the target to English Language Arts and Math participation. CDE would like 95% participation rates for assessments and Laguna is 89.5% (LA) and 89.0% (Math). Suspension rate is Orange which means the number of suspension days for students with disabilities is up (0.3-2% increase). The state wants LRE for separate school (preschool) to be under 31.4% and Laguna is at 45%. Post-secondary education or employment target is 83% and Laguna is at 81.5%.

#### **SVUSD**

Graduation Rate is Orange which means it slipped. The CDE wants LRE of 80% or more to be at 52% and Saddleback is at 43.9%. LRE regular class (preschool indicator) target is 35.9% and Saddleback is at 18.9%. LRE Separate School number is supposed to be under 31% and Saddleback is at 54%. Post-secondary higher education, competitive employment, or any other education or employment for Saddleback are all under the target rate.

Rae Lynn indicated it will be helpful for us to talk about these indicators when we have more time so she can explain why the numbers are what they are and how we have to rethink/provide services. Desiree asked for the link to the reports be posted on the CAC website. Kris asked what the district is doing to address the low LRE of 80% numbers. Rae Lynn indicated Saddleback district has had inclusion trainings for the last 5 years and the inclusion training will continue. Rae Lynn would need to ask Diane Clark how long she plans to hold the trainings and Rae Lynn believes it's an ongoing project because it is a goal to offer more inclusion opportunities for students. Kris asked what happens when we don't meet the goal numbers. Rae Lynn indicated SELPA has to write a performance plan with goals and the team has to meet regularly to discuss interventions they are implementing to move closer toward the goals. There is no financial penalty for not meeting goals.

#### Parent Mentor Program

Irene has allowed Saddleback SELPA staff to sit in on their trainings. They are collecting information to put together their own training to begin in the fall. Irene indicated Laguna will hold 2 more training sessions.

#### Local Plan Parts D (Annual Budget Report) & E (Annual Service Plan) for 2021-2022

The Annual Budget must be posted for 30 days before being sent to the state. It isn't much different from last year. There are minor updates in funding. We are expecting to receive a COLA but she isn't sure if it has been

confirmed. The Annual Service Plan asks what services are available and indicates whether one or both of the districts are providing that service. You can see all of the services the districts offer and which ones are currently being utilized for our students with disabilities.

**CAC CHAIR** – Desiree Magee

Nothing to report at this time.

**8. PUBLIC COMMENTS (on any item NOT on the agenda)** No comments received.

**9. PUBLIC COMMENTS (on any item ON the Agenda)** No comments received.

## **10. ACTION ITEMS**

### a. Election of CAC Voting Members

Desiree announced there are 6 open positions for Saddleback. Five of the positions are for Parents of individuals with exceptional needs enrolled in public or private schools, parents of other pupils enrolled in school. The other open position is for pupil and adults with disabilities. The 2 open positions for Laguna are for Parents of individuals with exceptional needs enrolled in public or private schools, parents of other pupils enrolled in school. Desiree announced she'd run through the list of applicants and ask if there are other applicants on the call. Michael Burke asked a question about Education Code 56191 and peers voting in members of the CAC. Discussion held. Desiree announced she will take a vote of the voting members and take a separate tally of the votes of participants on the call.

#### Saddleback

Desiree assigned a number to the 8 applicants for Saddleback who are: Grace Liberty, Jill Harris, Kris Spowart, Lisa Miyazaki, Melanie Nikolovski, Michael Burke, Nicole Sparks, and Terry Bufkin. Desiree asked each voting member to cast their vote using the number assigned to the 8 individuals. Desiree went through the list of voting members and each announced their 5 votes. Desiree then asked for votes from the meeting participants, not including administration, and they each announced their 5 votes. Desiree tallied the votes and announced the voting members are: Grace Liberty, Jill Harris, Kris Spowart, Lisa Miyazaki, and Terry Bufkin, based on votes from the voting members.

For the pupils and adults with disabilities position, Naeomi Tapia ran unopposed. A vote wasn't held. No voting members disagreed and Naeomi will be the voting member.

#### Laguna

Kay Metis is the only person running for 1 of the 2 open Laguna positions. Since she is running unopposed, a vote wasn't held. No voting members disagreed and Kay will be the voting member.

### b. Election of CAC Officer Positions

Desiree announced there are 4 open officer positions – Chair, Vice Chair, Communications Chair, and Secretary.

Desiree asked who is running for Chair. Kay specified she is interested in the role. No one else said they were interested in the Chair position. Since Kay is running unopposed, she was appointed into the position.

Karen Arellano expressed interest in the Vice Chair position. Desiree asked if there are other applicants interested in the Vice Chair role.

Jill Harris asked if she was just voted in as a voting member can she run for Co Chair or Chair. Desiree said yes, that all new voting members and existing voting members can run for officer positions. Jill said she would like to go for Chair if she is able to.

Desiree started over for Chair and announced Kay Metis and Jill Harris are running for Chair. Desiree asked each voting member for their vote. Kay received 3 votes and Jill received 9 votes. Jill will be Chair.

Desiree again asked if there are any applicants for Vice Chair and Karen Arellano indicated her interest. Desiree asked all in favor say aye. No one opposed. Kay abstained. Karen will be Vice Chair.

Desiree asked what applicants there are for Communications Chair. After some discussion, Karen Jones expressed her interest in the position. Desiree asked everyone in favor say aye. No one opposed. Karen will be Communications Chair.

Desiree asked for applicants for Secretary. Lisa Miyazaki expressed interest. Desiree asked everyone in favor say aye. No one opposed. Lisa will be Secretary.

Desiree announced the names of new voting members for term dates from 2021-2023.

Kay announced she is going to resign as a voting member. Desiree announced there are now 2 open parent positions for Laguna.

### **11. CONSENT ITEMS**

a. Approval of Minutes of the Regular Meeting held on April 15, 2021

A vote was not held on Consent Items.

### **12. UPCOMING MEETING DATES:**

- a. NEXT CAC MEETING DATE – September 22, 2021 5:00 pm
- b. NEXT SVUSD BOE MEETING DATE – June 10, 2021 6:00 pm
- c. NEXT LBUSD BOE MEETING DATE – June 24, 2021 6:00 pm
- d. NEXT GOVERNANCE COUNCIL MEETING DATE – June 16, 2021 9:30 am

**13. ADJOURNMENT** – Desiree moved the meeting be adjourned at 6:42 PM. Karen A seconded. Desiree asked all in favor say aye, no one opposed.

Zoom recordings of the CAC Meeting and Parent Information session (and other updates) can be found on the SOC CAC Facebook page called: *South Orange County CAC: Community Advisory*

[SOC SELPA Website](#)

[SOC CAC Website](#)

\*Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services, in order to participate in the Meeting should contact [RaeLynn.Nelson@svusd.org](mailto:RaeLynn.Nelson@svusd.org). Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.