

**CAC  
Community Advisory Committee  
for Special Education**

**Advising the Board of Education  
San Diego Unified School District**

**General Membership Meeting Minutes**

**Date:** November 12, 2015

**Time:** 7:00 – 9:00 pm

**Location:** Ballard Center Auditorium, 2375 Congress Street, San Diego, CA 92110

**Called to order at 7:05pm**

**WELCOME & INTRODUCTIONS:**

Meeting called to order by the Chairperson, Mina Kern, welcomed attendees and introduced CAC members, district staff and administrators, and acknowledged parents. The Chair reviewed the agenda, meeting format and structure, membership procedures and process for providing public comment.

**Presentation:**

Louis Frick from Access to Independence canceled at the last minute. Executive Director Sonia Picos gave a presentation on the LCAP goal #4 instead. The LCAP PowerPoint presentation can be found in its entirety on the district website Board Docs dated November 10, 2015. All in attendance were asked to provide written feedback on goal #4.

**Public Testimony:**

**The CAC invites the public to address the Committee and District about topics of interest or concern regarding students with IEPs in SDUSD. We provide a form to document comments and facilitate CAC follow-up with the district on matters that impact students. Due to confidentiality, personal concerns will be addressed privately with designated district staff. District will make an effort to respond to general questions as appropriate and time allows.**

**Copies of public forum comments and questions for the meeting can be obtained from the Secretary.**

**CAC Business:**

**ROLL CALL/MEMBER ATTENDANCE:**

**Present:** Mina Kern, Raylene Dickinson, Terrence Bobryk-Ozaki, Bill Cary, Maria Riedel, Moira Albritton, Julia Childs Andrews, Maria Corral, Michelle Crisci, Lynn Crossly, Susan Fanno, Connie Gearhart, Megan Glynn, Ellen Herroon, Maggie Offerman, Christy Scadden, Julia Stuart.

**Absent:** Brook Markley, Joyce Clark, Caroline Kelner, Teresa Michel, Gloria Pacheco, Norma Carolina Ruiz Vazquez, Leticia Ruiz-Mylenek.

**Ex-Officio:** *Sonia Picos, Executive Director of Special Education; Dr. Lorelei Olsen, Director of Instruction*

## **Quorum established.**

Approve October 2015 CAC General meeting minutes – Action  
Christy makes a motion to approve and Julia seconds. No discussion.  
15 – ayes; 0 – nays; 1 – abstention. Motion carries.

## **Chair Report:**

Tuesday Nov 10 at 9:30pm, Chair gave the semi-annual CAC Board of Education report. Topics covered included the audit of Special Education Supports and Services, TRACE audit, transition plans, professional development, and bullying.

Audit of Special Ed supports & services - CAC Executive Board met with the Executive Director, and Director of Special Education on November 5<sup>th</sup> to go over the two proposals submitted by Hanover and WestEd. Areas that the CAC has been asked to participate: focus groups – who and how; interview/survey questions – developing concepts. CAC Chair has also extended an invitation to use the January CAC general meeting as a source of information gathering for WestEd.

TRACE audit – CAC requested the following data:

Total number of students in TRACE

Number of post 12<sup>th</sup> grade eligible students not enrolled in TRACE program.

Over the last 3 school years (2013/14, 2014/15, 2015/16):

1. Total budget for TRACE (all monies)
2. Total dollars spent at high school level
  - a. By credential area:
    - i. Credentialed
    - ii. Classified
  - b. Number of students served by direct services
3. Total dollars spend post high school (TRACE)
  - a. By credentialed area:
    - i. Credentialed
    - ii. classified
  - b. Number of students served by direct services (not adult ed)
4. Number and percent of students in TRACE registered with Dept of Rehab when they age out
5. Number and percent of students in TRACE who have competitive employment when they age out
6. Number and percent of students in TRACE placed in a day program with Regional Center when they age out
7. Number and percent of students in TRACE who earned a high school option2 diploma when they exit from their IDEA obligation
8. Number and percent of students in TRACE who receive DIS services:
  - a. Occupational Therapy
  - b. Physical Therapy
  - c. Orientation & Mobility

- d. Speech
  - e. SAI
  - f. PH
  - g. VI
9. Number and percent of students in TRACE who receive community services (examples):
- a. Center for the Blind
  - b. Regional Center
  - c. Dept of Rehab
  - d. ILS (through Regional Center)
  - e. SCS – ILS in-home
10. Workability – budget, number of staff, number of students served (district-wide and school site).  
How many students have been offered employment at their job site once Workability is over?
11. Point of Transition (POT) service agreements – purpose and impact on TRACE budget.  
Purpose of this request is to use this data to shine the light on where the breakdown is occurring. How can we improve this program so that it increases the benefit to the student?

Transition plans - District average for compliance with Indicator 13 is 26% (as of May). Goal is to double that by end of school year. Ongoing monthly reviews of high school IEPs/ITPs; 30-day fix for corrective actions. Quality: Meaningful goals – person driven planning; side-by-side coaching – Spec Ed site administrators, & project resource teachers; linked ties between graduation requirements, diploma options, course of study, and transition plans (professional development with head counselors re: transcript audits to ensure students are placed in correct academic classes).

Chair met with Superintendent Marten and the other district advisory leaders on November 5<sup>th</sup>. Topics discussed were: #1 - transparency in the hiring process particularly for management positions; #2 - schedule of completion for the new website update, #3 - interim assessments, and #4 - curriculum plans for the various student groups.

#1 - discussion of input by committees on interview questions, and job skill requirements.

#2 - The website should be better by January 1<sup>st</sup>; the priority has been on individual school sites. The main page will have an emergency scroll at the top; each page has a Google translate button also at the top. The parent calendar training page exists, but it is currently empty. A parent could be given access to a particular page (ie CAC), but only that page and they must complete a training first.

#3 – interim assessments are occurring the first 3 weeks of November, and again the last week of January into the first 2 weeks of February. Grades 2-11 are testing SBAC (2<sup>nd</sup> only on paper). A certain % of students did not hit the submit button last year, which caused problems with tabulating scores. Some questions have more than 1 correct answer. Teachers should be doing their own weekly assessments and adjusting accordingly; they may need support from resource teachers.

#4 – Common Core is a standard, \*not\* a curriculum. Teachers may decide how they get students to meet the standards. Parents can access the Common Core standard for each grade here – [cde.ca.gov/ci/cr/cf/grlevelcurriculum.asp](http://cde.ca.gov/ci/cr/cf/grlevelcurriculum.asp) for more information. CAC Chair suggested using some of the language you find on that site and incorporating it into IEP goals, to align instruction that way.

Executive Board will be meeting next Thursday (Nov 19<sup>th</sup>) at 7pm because of the Thanksgiving holiday.

Standing Committee Reports:

Bylaws – discussed making an amendment to include digital rather than hard copies of documents. Committee voted to do more research on the subject and meet again this year.

Membership – reviewed membership application; will amend to include new “parent-limited” category and submit for general membership approval.

Outreach - Outreach decided to split into two groups.

One will do Above and Beyond and IEP Day.

IEP Day: Maria and Maria will attend, share a table with SDUSD staff, and represent CAC (have CAC brochures available and meeting dates)

Above & Beyond: Team met tonight to discuss/review:

- 1) Nomination forms
- 2) Timeline (dates, rating dates)
- 3) Marketing (advertise: where and how)
- 4) Vision (event night, PowerPoint, refreshments, prizes, etc)

The other will focus on providing information “for parents by parents” through a CAC webpage on Transition. The group plans to:

- 1) Provide a pilot webpage at the December CAC meeting

**SPECIAL EDUCATION PROGRAMS REPORT:** *Sonia Picos, Executive Director*

Provided a more in-depth discussion regarding transition/ITP plans. New software system should be ready for Fall 2016. Quarterly report give to Board of Ed on November 10<sup>th</sup>; presentation can be found on Board Docs on district website. Attended “unlocking the genius” conference at Qualcomm – every 8<sup>th</sup> grader will take an inventory “test.” The purpose to to focus their course of study based on their interests.

Christy motions to adjourn; Connie seconds.

**Adjourn 8:45pm**