

COMMUNITY ADVISORY COMMITTEE
January 15, 2020 Board Meeting Agenda

| Location: Sunnyvale School District Office, Iowa St., Sunnyvale | Date: Wed,jan 15, 2020 | Time: 12:00- 1:00 PM |
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| Purpose of the group: Collaborating and planning to meet the needs and interests of parents in SELPA II. | | |
| In Attendance: pending Jennifer Willis (CUSD)); Donna Dillard, Lisa Korff, Susan Salop, Collen D'Amour, Geovanna Raich; Sabeen Sattar; Wendy Sharp (FUHSD/SELPA), Linda Van Mouwerik (SSD) | | |
| Topic | Discussion | Notes, Action, Follow-Up and Person Responsible |
| Introductions/ Announcements | Welcome Jennifer Willis- new CSD Special Ed Director! Welcome New CAC Board members: Geovanna Raich, CUSD Jana Weaver, CUSD | <u>Next board meeting is: february 12,2020</u> |
| Selpa 2 Ops Update | Susan attended the Final Plan Meetings. The new plan is to be finalized in June 2020 and updated every 3 years. | Upcoming meetings: Final Plan Feb 28, 9-11 AM Ops meeting: Feb 28 |

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| | <p>Will cover the Local Agreement, Governance, and the annual budget. Copy of the plan will go to the CAC in April for board review and comment, prior to finalizing the plan in June.</p> | |
| <p>Yahoo Group Transfer to Google groups- appoint board member to be tech support</p> | <p>Yahoo Group Previously managed by Cynthia.</p> <p>Board members reviewed upcoming changes in Yahoo groups, and determined to move the Yahoo group to a Google Group format to align with Board's current use of Google docs. Google groups was discussed as being more flexible and has option to sync up with gmail.</p> | <p>Sabeen will contact Cynthia to add Susan as a co-moderator or new moderator to the Yahoo group.</p> <p>Susan will lead the transfer and transition from Yahoo groups to a Google group.</p> |
| <p>Parent Ed Topic: How to Raise the Organized Child By Dr. Damon Korb</p> | <p>Lisa, Colleen, Sabeen, Donna, Linda, Nancy attended.</p> | |

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| <p>Wed. November 13 At FUHSD District Office PLC Room</p> <p>7-9PM</p> | <p>Large parent attendance. No book sales on site.</p> <p>Also noted that CSD had an Executive Function parent talk going on the same night.</p> <p>No December Parent Ed Presentation</p> | |
| <p>Upcoming Parent Ed Topics Jan. 22: Autism Supports Location: FUHSD PLC</p> | <p>Suggestion to look into video recording this presentation to upload onto website.</p> <p>Need flyer design prepared and notices sent out before AND after Dec break.</p> <p>confirm new system- for CUSD to get e-flyers sent out to families via District Office.</p> | <p>Roxy to work with Nancy to determine if video filming is available for this event.</p> <p>Nancy- create flyer</p> <p>Nancy/ Linda/ John and Jennifer- send out flyers to families BEFORE AND AFTER Dec break.</p> |
| <p>Parent Ed Topic: Mindfulness Date: March 25, 2020 Presenter: Linda Lotspeich Time: 7-9PM Location: TBD</p> | <p>Confirm location</p> <p>Presenter is requesting projector and hand out</p> <p>Identify if projector is available for use</p> | |

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| | <p>Confirm if hand outs can be printed in advance for presenter.</p> <p>available at event.</p> | |
| <p>April presentation: Conservatorship FUHSD</p> | | |
| <p>Parent Interest Survey</p> | <p>Sumathi volunteered to create parent survey tool and located last survey and results.</p> <p>Determine format for survey: Board agreed Sumathi could choose either format to use: google forms or survey monkey.</p> <p>Survey to address parent preferences for: Presentation Topics, Presentation Days/ Times Presentation Locations To encourage maximized participation in Parent Ed Series</p> | <p>Sumathi- report back on past survey findings at October CAC board meeting.</p> <p>Sumathi- create parent survey and have hard copy available for use at Sept 18 Meet The Directors Event.</p> |

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| | <p>Requesting survey to be available on line and hard copies available at all 2019-20 CAC parent Ed Presentations</p> | |
| <p>CAC By-Laws Review</p> | <p>Parent request for webinar format for Parent Ed Series as it is hard for parents to get to evening events.</p> <p>Current by-laws allow for video recording of events with CAC board approval.</p> | <p><u>Linda/ John:</u> Present info on district tech teams regarding staffing and equipment availability/ capacity to support event recordings and legal restrictions.</p> |
| <p>Abilities Awareness Simulations</p> | <p>Cynthia served as host/ coordinator- new coordinator needed? Sabeen working on inclusion with the CHS ACT (Alternative Curriculum Tract) program- plan to : -do a Gen Ed/ Best Buddies AA activity / presentation this semester - include Best Buddies/ ACT students in the job shadow program this spring</p> | <p><u>Sabeen:</u> to check with Cynthia re: continue to host/ store AA supplies</p> <p><u>Sabeen:</u> to check with Agnes and Sumathi re: past practices presenting high school Ability Awareness events</p> <p><u>Sumathi-</u> coordinating Ability Awareness events at Monte Vista and Lynbrook High Schools.</p> <p><u>Sabeen:</u> to work with Nancy and Jana Parker, SELPA Program Specialist for Retail Training Program</p> |

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| <p>Selpa 2 CAC gmail - When to forward emails to directors</p> | <p>Secretary identified to field gmail emails and responds to email requests for information.</p> <p>Discussion: When to forward to directors.</p> | |
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