



San Juan Unified School District – Department of Special Education

Community Advisory Committee for Special Education
San Juan Unified School District - Special Education Office
4825 Kenneth Avenue, Carmichael, 95608

CAC Minutes – March 8, 2023

A. CALLED TO ORDER

The March 8, 2023 regular meeting was called to order at _____ pm by Daniel Hicks, CAC Chairperson.

MEMBERS PRESENT: (5 = quorum) Ryan Digman, Kimber Rice, Daniel Hicks, Katherine Morash, Lisa Sotelo, Tina Cooper

MEMBERS ABSENT: Heather Taylor, Javier Duran, David Martasian

STAFF LIAISONS PRESENT: Vanessa Adolphson, Robert Morgan, Deborah Calvin, Melissa Bassinelli

B. BOARD REMARKS

Board President and CAC liaison Zima Creason was unable to attend. Superintendent Melissa Bassanelli shared on her behalf the gratitude for CAC members showing up to the board meeting to support the Equity work happening in San Juan.

Melissa and Trent Allen shared an update regarding the Green Act. The CAC is now operating under the Green Act with the biggest difference being outside the meetings members can discuss CAC business with each other.

C. VISITOR COMMENTS

A guest shared they were in attendance for the first time to see what CAC is about.

D. LOCAL PLAN REVIEW

Vanessa Adolphson, Director of Special Education shared the plan review subcommittee has met a few times to update the plan with some new terminology. Budget information is being updated for review in April.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

Katherine Morash shared that some sections of the plan come from the State and County Office of Education.

Subcommittee members include Robert Morgan, Vanessa Adolphson, Katherine Morash, Ryan Digman and Heather Taylor.

Katherine asked for clarification regarding page B-4 #7 and who the representatives are. Vanessa shared that this is reflected through the participation of CAC, school board meetings and other avenues.

E. COMMITTEE BUSINESS

a. Daniel Hicks requested discussion on the February 2023 minutes.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

None.

February 2023 minutes motioned for approval by Ryan Digman. Second by Tina Cooper. Vote carried by majority. February 2023 minutes approved

E. COMMITTEE BUSINESS

b. SUBCOMMITTEE UPDATES

Bylaw review:

Trent shared the purpose for unified language and shared expectations for committees across the district to strengthen our system.

The process for committee appointment was explained, in addition to membership peer review and good governance to encourage a diverse group, transparency and meaningful oversight.

As members are a majority of parents, the recommendation would be to ensure all members have an opportunity to serve in leadership roles since the selection of officers already rests in.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

Tina Cooper shared one of the updates to all bylaws is the consistent language of members not serving on more than board approved committees. Also, allowing vacant seats to be filled with members whose membership may have exceeded the term limit.

Tina asked how we ensure the application process for new members is equitable, translated in various languages and questions encouraging diversity.

Ryan Digman suggested a code of conduct regarding who may be appointed to district level committees and if bylaws may include an outline for removing members based on a code of conduct.

Ryan also asked for a timeline to go ahead with new bylaws and processes outlined in the new language.

Trent shared that bylaws changes will hold current members harmless allowing for a transition between processes.

Kimber Rice shared about FACE leadership academies and opportunities the Family & Community Engagement Department provides to encourage parents to join district level committees.

Katherine Morash shared Ryan's concerns about member conduct and recommended we update our name plates and review norms with membership annually.

Melissa Bassanelli shared thoughts on language in the bylaws in regards to a code of conduct, that CAC may consider making suggestions to the school board directly.

Kimber asked for clarification on voting for bylaws and the process for approval of new bylaws. Trent clarified that there is no vote required by CAC, but wanted to ensure ample time for conversation, review and revision before being brought to approval by the school board.

Membership Outreach:

Ryan shared his excitement for the new members who have joined the CAC this year and the improvement in outreach efforts.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

None.

You Light the Way Event: March 23 @ El Camino High School

8 recipients are being acknowledged. Ryan, Katherine and Vanessa shared how the event will unfold and the work behind the scenes.

Volunteers are needed at 4:30pm to help with setup. A flier will be shared with sites and CAC members

PUBLIC COMMENTS

None.

MEMBER COMMENTS

None.

Legislative Action Day

Kimber shared letter writing materials have been gathered for the subcommittee to review and share with parents.

Vanessa shared that Special Education directors support the SELPA Legislative Day conference but are not allowed to lead legislative visits with CAC members. Individuals are allowed and encouraged to lobby on behalf of students on personal time.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

None.

SELPA Plan Review

Ryan and Katherine shared their work through an equity lens to ensure family voice is included, as well as learning what is Education Code language.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

Lisa Sotelo asked what the purpose of the CAC is if the subcommittee is reviewing the SELPA Plan.

F. FUTURE TENTATIVE AGENDA ITEMS

April - CAC Board report, SELPA Budget

May - SELPA Budget & Legislative Action Day Review

August - Thought Exchange Survey & Updates, Officer Nominations & Elections

Subcommittee Work & Updates

Recommended for Meet the Teams

Listening Sessions

Behavior Advantage

Reading Intervention Strategies

Alternative Dispute Resolution

Inclusion

PUBLIC COMMENT

None.

MEMBER DISCUSSION

Members discussed the nuance of Legislative Action Day and how individuals may participate, but district resources may not be used towards lobbying.

I. VISITOR COMMENTS

Kimber Rice shared the sad news that disability rights activist Judy Heumann passed away this week and acknowledged the impact of her work and the work of those alongside her.

Katherin Morash shared that this news is included in the adapted news curriculum for ILS classes across the district and would share that information with the committee members.

Ryan Digman acknowledged the equity work that is happening in the district and concerns about

Melissa Bassanelli shared how grateful she was that CAC members and students showed up to share their stories. Melissa emphasized the message she shared with staff across the district about equity also.

Kimber Rice also encouraged parents to engage in additional committees and lift the voice of our students through LCAP, Curriculum and Standards, etc.

J. ADJOURN

There being no further business, the meeting was adjourned at 7:37pm.