



SPECIAL EDUCATION COMMUNITY ADVISORY COMMITTEE

November 15, 2023

Public Participation Guidelines

Community Advisory Committee meetings are held in person in the Board Room at the San Juan Unified School District office, 3738 Walnut Ave, Carmichael, CA 95608. Public comment may be offered in person during the committee meeting or in advance via email. The business to be considered at this board meeting is on the agenda above.

How to Submit Public Comment

In Advance - Submit via email to vanessa.vazquez@sanjuan.edu. Comments submitted before 5 p.m. on the meeting day will be shared with committee members. Public comments are subject to a 2-minute limit of approximately 300 words for written comments submitted via e-mail.

In Person - Public "comment cards" are available at the sign-in table. In order to provide a public comment, you will need to complete a comment card on the agenda item you wish to speak on. The comment card needs to be submitted to staff. When the CAC Chair calls for public comment on an item during the meeting, those who have completed a card for that topic will be called upon to speak. You will be provided with up to two minutes to comment. Those who require translation or other assistance will be provided with additional time.

For translation or accessibility assistance, contact the Special Education office at least 48 hours prior to the meeting.

Call: 916-971-7525

Department Contacts available at: www.sanjuan.edu/SpecialEd

Community Advisory Committee Agenda

November 15, 2023 @ 6 p.m.

- A. Call to Order Ryan Digman, CAC Chair
- B. Member Roll Call Ryan Digman, CAC Chair
- C. Board Remarks Zima Creason, School Board President & CAC Liaison
- D. Visitor Comments Ryan Digman, CAC Chair
All comments are subject to a 2-minute limit of approximately 300 words for written comments submitted via e-mail.

This time is for general public comment (NOT related to agenda items)



SPECIAL EDUCATION COMMUNITY ADVISORY COMMITTEE

November 15, 2023

E. San Juan Unified Local Plan

1. Overview of Special Education Local Plan and CAC Responsibilities - Dominic Covello, Interim Director, Special Education (D)
 - Public Comment (regarding this agenda item)
 - Member Discussion
2. Review of Sections A & D (2023-24 Local Plan) (D)
 - Public Comment (regarding this agenda item)
 - Member Discussion

F. Committee Business

1. Approval of Minutes, April, September, October, 2023 (A)
Ryan Digman, CAC Chair
 - Public Comment (regarding this agenda item)
 - Member Discussion
2. Subcommittees
Ryan Digman, CAC Chair
 - a. Reports (D)
 - Public Comment (regarding this agenda item)
 - Member Discussion
 - b. Confirming Committees (A)
 - Public Comment (regarding this agenda item)
 - Member Discussion

G. Future Agenda (D)

- Review Sections B, E, Attachments (2023-24 Local Plan)

H. Adjournment



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 – April 26, 2023

A. CALLED TO ORDER

The April 26, 2023 regular meeting was called to order at 6:05pm by Ryan Digman, CAC Vice Chairperson.

MEMBERS PRESENT: (5 = quorum) Ryan Digman, Kimber Rice, Katherine Morash, Lisa Sotelo, Tina Cooper, Heather Taylor, David Martasian

MEMBERS ABSENT: Daniel Hicks

STAFF LIAISONS PRESENT: Vanessa Adolphson, Robert Morgan, Deborah Calvin, Tanya Kravchuk

B. BOARD REMARKS

Board member and CAC liaison Tanya Kravchuk expressed gratitude for CAC members and guests for their participation on the committee and continued advocacy for our students. Kravchuk shared notes from board president Zima Creason including praise for the You Light the Way Event and Legislative Action Day and the continued efforts of our CAC members and Special Education support community.

Kravchuk also shared an update from Safe Schools regarding fencing and standard internal door locks to increase safety for students across our district, as well as the acknowledgement of our school nurses at the last board meeting.

C. VISITOR COMMENTS

Kimber Rice and Katherine Morash shared information about an upcoming Best Buddy Walk that was also shared at the the SJUSD School Board by Mira Loma students. This event will take place April 29 at 8:30am. Information may be found at www.BestBuddiesFriendshipWalk.org/Sacramento

Agnus shared she has a student receiving special education services at Encina who requires a Roger (sp?) Hearing System and is frustrated that their student does not have the required services per their IEP. Agnus shared frustration regarding the spoken foreign language requirement for students who are Deaf and Hard of Hearing (DHOH).

D. LOCAL PLAN REVIEW & BUDGET

Vanessa Adolphson, Director of Special Education quickly reviewed areas of the SELPA Plan, Sections A and B that have been updated and discussed in the subcommittee.

Adolphson reviewed Section D of the document with the committee who will have the next 30 days to review before the May meeting for comments

The plan will be reviewed by CAC in May, the County, then the school board in June.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

Ryan Digman asked about the cost for contracted staff. Director Adolphson shared that the funding comes from the same budget for the staff position that is being contracted out for. Dr. Calvin shared that there are incentives to recruit staff in our district in an effort to have full time staff rather than contracted staff which do cost more than district hired staff.

Ryan and Katherine discussed struggles with competitive opportunities for staff retention and hopes the district will put our children at the forefront of these needs.

Kimber Rice asked about onboarding for contracted staff. Adolphson shared that program specialists and administrators work closely with contracted agencies to provide onboarding.

Katherine Morash asked about Special Education “pass through money” that was listed in the school board packet. Staff shared that this is money going out of our system to pay for services for students in Charter Schools within our district.

Lisa Sotello expressed interest in learning more about advocating for IDEA funds at the federal level. ESY was also discussed as a part of the budget allocated in December.

Kimber Rice shared with members and the public that the spreadsheet supplemental materials for the budget codes and school site services are posted on the Special Education website

E. COMMITTEE BUSINESS

- a. Ryan Digman requested discussion on the March 2023 minutes.

PUBLIC COMMENTS

None.

MEMBER COMMENTS

Several members pointed out clerical errors and unclear language in the March 2023 minutes, and requested several changes for review before approval.

March 2023 minutes will be put up for approval at the next CAC meeting in May.

E. COMMITTEE BUSINESS

- b. CAC Board Report

Ryan shared an overview of the report given on behalf of CAC at the School Board Meeting on April 25, 2023.

E. COMMITTEE BUSINESS

- c. SUBCOMMITTEE UPDATES

Bylaw review: No update at this time, but the committee is appreciative of work with Trent Allen, legal & school board review, district committee bylaw alignment

Membership Outreach: Ryan shared opportunities for members to connect with new families at events like the Families Matter Conference.

You Light the Way: Ryan shared the excitement of the awards ceremony and celebrating with amazing students, staff and community members.

Legislative Action Day:

Kimber insert blurb here & Legislation

SELPA Plan Review

Public Comment: none

Katherine shared that Ryan's board report on behalf of CAC spoke to the board with a call to action, including our students in Equity work, include family voice, etc.

Tina Cooper shared appreciation for the You Light the Way event, efforts of staff and committees.

Katherine asked about the Families Matter Conference presentations and video recordings.

Email to Trent - officer elections

F. FUTURE TENTATIVE AGENDA ITEMS

May - SELPA Budget, Bylaw Updates, Officer Election Information/updates?

August - Thought Exchange Survey & Updates, Officer Election information/updates?

On Going:

Subcommittee Updates, Meet the Teams/Family Ed recommendations

Recommended for Meet the Teams

Listening Sessions

Behavior Advantage

Reading Intervention Strategies

Alternative Dispute Resolution

Inclusion

PUBLIC COMMENT

None.

MEMBER DISCUSSION

Planning meeting for structure under new bylaws & green act

Review for need of subcommittees

Membership training for committee onboarding

Summer resources & Back to School events?

I. VISITOR COMMENTS

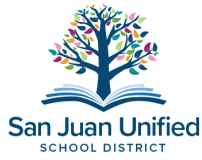
Sydney, a parent, shared their hopes in regards to fencing and prioritizing sites with Special Education programs and safety for some of our more vulnerable students.

Kimber shared - more committees to get the voice of our students out.

Katherine Morash asked if we could have a member report section to the monthly agenda.

J. ADJOURN

There being no further business, the meeting was adjourned at 7:30pm.



SPECIAL EDUCATION COMMUNITY ADVISORY COMMITTEE

September 27, 2023

CAC Meeting Minutes

September 27, 2023

Call to Order (Agenda Item A)

The September 27, 2023 regular meeting was called to order at 6:04pm

MEMBERS PRESENT: Azadeh Turki, Lacey Martinez, Lisa Sotelo, Katherine Morash, Daniel Hicks, Kimber Rice, David Martsian, Ryan Digman

MEMBERS ABSENT: Veronica Guzman, Tina Cooper, Heather Taylor

Staff Liaisons present: Board Member President Zima Creason, Trent Allen, Dr. Debra Calvin, Vanessa Adolphson

Note Taker: Caitlin Wrockloff

Board Remarks (Agenda Item B)

Board President/CAC Liaison Zima Creason welcomed back the committee and participants. Ms. Creason shared to sign up for meeting agendas on new district website and reach out to board and staff to engage if there is no time
Board appointees, Re-election for committers happens in December.

Visitor Comments (Agenda Item C)

Parent of high school and middle school students within the district expressed concerns regarding access to tools for students as well as her student's struggle with math.

Organizational Meeting (Agenda Item D)

1. Review Committee Bylaws
Trent Allen reviewed committee bylaws that have been updated for this school year.

MEMBER COMMENTS:

Katherine Morash asked how many members count toward quorum and commented on the trustee area and terms.

Kimber Rice commented on addition to bylaws and how the bylaws will allow the committee to have a strong discussion about the Local Plan and make changes.

Lisa Sotelo gave appreciation for the bylaws and how they play a part in what the committee will contribute to the district.

PUBLIC COMMENTS:

Tom Nelson requested for CAC bylaws to be posted on CAC webpage for review.

2. Election of Officers: chair, vice chair, membership officer, engagement officer (A)

(A) = Action Item (D) = Discussion Item (R) = Report



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Ryan Digman- Committee Chair
Katherine Morash – Vice Chair
Lisa Sotelo – Membership Officer
Lacey Martinez – Engagement Officer

3. Establish Annual Schedule of Regular Meetings (A)

Vanessa Adolphson, Director of Special Education proposed new dates for regular meetings.

Proposed dates:

Sept 27th: Introduction
October 26th: Local Plan Read and Review
Nov 15th: Local Plan Read and Review
Feb 28th: Local Plan Section A B and E
April 24th: Local Plan Section D
May 22nd: Local Plan final Read and Review

PUBLIC COMMENTS:

Parent asked how long CAC meetings are - Committee answered meetings are typically 2 hours long.

MEMBER COMMENTS:

Katherine Morash inquired about CAC applications and how many were submitted.

Kimber Rice asked who is drafting the agenda and how we can structure certain meetings around the Local Plan moving forward.

Committee proposed to change and add dates - November 15th and March 20th

4. Green Act Training (D)

Trent Allen, Chief of Staff, shared overview and objectives of the Greene Act.

PUBLIC COMMENTS

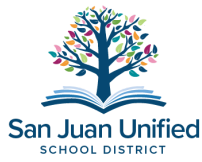
None.

MEMBER COMMENTS:

Katherine Morash commented about tonight's agenda and bylaws and inquired about changes needing to be made to bylaws about submission of public comment.

Ryan Digman commented about accommodations for public comment who are in need of extra time.

Daniel Hicks was in need of clarification about discussion groups and how many members are needed to create a majority. Mr. Hicks also asked if it was a possibility to have sub-committees or small group meetings surrounding specific topics.



SPECIAL EDUCATION COMMUNITY ADVISORY COMMITTEE

September 27, 2023

Committee Business (Agenda Item E)

1. Approval of Minutes, May 2023
Ryan Digman requested approval of May 2023 minutes.

PUBLIC COMMENTS

None.

MEMBER COMMENTS:

Committee is requesting April 2023 minutes at the next meeting.

2. Subcommittees
Ryan Digman requested discussion of subcommittees

Reports – no sub-committees as of now. Nothing new to report.

PUBLIC COMMENTS (E)

None.

MEMBER COMMENTS (E)

Katherine Morash shared the importance of a sense of belonging within schools and having a sub-committee about sense of belonging. Katherine also stressed the importance of student voice and parent voice about belonging.

Dr. Debra Calvin shared information on Inclusion and belonging being a goal of the Equity committee. Dr. Calvin also noted that 2 of the goals of the LCAP are related to inclusion and belonging.

Ryan Digman asked how the plan is attached to inclusion and belonging and commented there be sub-committees about each section of the plan.

Katherine Morash asked if there should be a sub-committee to help with attendance.

Daniel Hicks asked about funding to help students and attendance.

Future Agenda (Agenda Item F)

Listening sessions from Thought Exchange last year and overview of data collected from Thought Exchange.
April minutes and approval.
Creating and finalizing sub-committees

Adjournment (Agenda Item G)

There being no further business, the meeting was adjourned at 8:19pm



SPECIAL EDUCATION COMMUNITY ADVISORY COMMITTEE

October 26, 2023

CAC Meeting Minutes

October 26, 2023

CALLED TO ORDER (Agenda Item A)

The October 26, 2023 regular meeting was called to order at 6:02pm by Chairperson Ryan Digman

MEMBERS PRESENT: Katherine Morash, David Martasian, Lisa Sotelo, Tina Cooper, Veronica Guzman, Azadeh Turki, Ryan Digman, Lacey Martinez, Kimber Rice, Heather Taylor

MEMBERS ABSENT: Emily Getz and Daniel Hicks

STAFF LIAISONS PRESENT: Dr. Debra Calvin, Ben Avey on behalf of Zima Creason, Dominic Covello, Trent Allen

BOARD REMARKS (Agenda Item B)

School Board Member Ben Avey gave appreciation for participation from the CAC and other committees. Mr. Avey shared the first report back on test scores received and special education scores were particularly low. Mr. Avey also shared his optimism for the rest of the school year.

VISITOR COMMENT (Agenda Item C)

None.

SPECIAL EDUCATION ADMINISTRATIVE UPDATES (Agenda Item D)

Dr. Debra Calvin shared transition in leadership and announced Dominic Covello as interim Director of Special Education and former Director of Special Education, Vanessa Adolphson, has taken on the role as interim Principal at Will Rogers Middle School. Dr. Calvin also discussed the ongoing Special Education Leadership Teams that are working through this school year in the areas of: 1) responding to student behaviors 2) hiring and retaining qualified staff.



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PUBLIC COMMENTS (D)

None.

MEMBER DISCUSSION (D)

Ryan Digman shared his appreciation and openness of Mr. Covello's work. Ryan expressed the need for clarification on the interim role and how long the role will last. Mr. Digman emphasized the importance of building onto the partnership between parent and district. Mr. Digman would also like to understand what the district's vision for universal design for learning is.

Dr. Debra Calvin shared about interim role and when a mid-year appointment happens, it allows for the person to be in the role until springtime when recruitment happens. She also noted that the Superintendent can appoint leaders.

Katherine Morash asked about Mr. Covello's teaching history as well as how we are addressing the LCAP in the Special Education Department.

Lisa Sotelo shared that she is a parent of a student in the district and expressed how she is excited to work together in the future.

Kimber Rice shared her excitement as well as concerns about staffing and co-teaching in classrooms within the district.

Azadeh Turki shared she has 3 kids in the district and feels strongly about building bridges and interdisciplinary support for students within the classroom. Ms. Turki also asked about IAs and strategies to hire, train and retain staff.

Katherine Morash shared how they surveyed students over the summer when they were working ESY and would be happy to share findings from their data collection.

THOUGHT EXCHANGE (AGENDA ITEM E)

Trent Allen reviewed a summary of findings from Thought Exchange which took place in the spring. Mr. Allen shared the findings in this Thought Exchange from focus groups including parents, students, teachers, and staff, totaling to 853 participants. Mr. Allen shared the prompts for the exchange, topics were shared and engaged with the most, and how this data is



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categorized into theme areas. Theme categories included: caseloads and workloads, IA support and staffing, communication and trust, IEPs, collaboration and community, training for special education staff and general education teachers, safety, inclusion, wages and compensation, and lastly importance of leadership.

PUBLIC COMMENT (E)

Parent from LeGette shared concern about her student and not enough available services at student's school. Parent would like to know more about services and resources for her student that are available.

Parent of a student at Del Dayo shared about her experience between student and speech therapist and lack of communication. Parent gave suggestions on how communication can take place on a more frequent basis between speech therapist and parent.

Parent from Del Campo shared about his student's experience at Del Campo and lack of inclusion within the school.

MEMBER DISCUSSION (E)

Ryan Digman shared that this data collected is very important and asked what are the areas of focus and actionable goals that are coming from the Thought Exchange as well as steps we are taking so we can improve by the next time we initiate a Thought Exchange.

Ben Avey shared comments regarding member responsibilities listed on member nameplates in regard to Local Plan and making recommendations to annual priorities.

Katherine Morash shared Local Plan and priorities come directly from Ed Code and IDEA so language cannot be changed in plan.

Tina Cooper made a comment about how the committee is allowed to advise on Local Plan but not necessarily make changes to plan.

Kimber Rice showed appreciation for Thought Exchange and ongoing listening sessions but shared her concerns about the transparency and follow-up on how this data is implemented.

Veronica Guzman echoed thoughts from other members regarding inclusion and shared her thoughts on additional services needed for students and more extracurricular activities involving students with special needs.

Katherine Morash shared that IEPs were high on the list from Thought Exchange and how the IEP process is not satisfactory for families. They also shared how IEPs are not frequently evaluated.



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Dr. Debra Calvin shared IEPs are audited and evaluated by the state.

Tina Cooper asked about the IEP process, parent's participation/rights, support for parents and where information is provided regarding parental rights in the IEP process.

Lacey Martinez shared about her experience at her student's school (Cameron Ranch) and how she can have her voice heard by volunteering at the school often. Lacey also made comments about the IA hiring and placement process.

David Martasian shared his own experiences with the IAs at General Davie and the staffing issues we are experiencing. He emphasized the need for qualified training for IAs.

COMMITTEE BUSINESS (Agenda Item F)

Chairperson Ryan Digman led discussion on potential subcommittees/workgroups.

Kimber Rice asked for interested parties to lead the You Light The Way Committee. Lacey Martinez and Lisa Sotelo shared an interest in supporting the You Light The Way workgroup.

Establishing and voting on SPAC representative, Recommendations and IEP workgroup, Legislative Day workgroup is tabled for next month's meeting.

Official subcommittee/workgroup appointments will take place on November 15th CAC meeting.

Minutes from September 27th, 2023, CAC Meeting were not approved. September 2023 Meeting Minutes will be tabled for approval on November 15th, 2023, CAC Meeting.

PUBLIC COMMENT (F)

Parent asked about communication and parent engagement within school and if there is an opportunity to create a monthly automated letter where parents can share comments and concerns.

FUTURE AGENDA ITEMS (Agenda Item G)

Establishing and appointing sub committees/workgroups

Review of April, September and October Minutes

Introduction to Local Plan - Local Plan and structure for the rest of the year's meetings



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ADJOURN (Agenda Item H)

There being no further business, the meeting adjourned at 8:16pm