



SPECIAL EDUCATION COMMUNITY ADVISORY COMMITTEE

March 20, 2024

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

March 20, 2024 @ 6 p.m.

- A. Call to Order Ryan Digman, CAC Chair
- B. Member Roll Call Ryan Digman, CAC Chair
- C. Board Remarks Ben Avey, School Board Member & 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)
- E. San Juan Unified Strategic Planning: Committee Feedback
Amy Rovai Gregory, Director, Family Engagement and Partnership Development
 - Public Comment (regarding this agenda item)
 - Member Discussion
- F. Committee Business
 - 1. Approval of Minutes, February 28, 2024 (A)

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



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Ryan Digman, CAC Chair

- Public Comment (regarding this agenda item)
 - Member Discussion
2. Subcommittee Report: You Light the Way (R)
Annual ceremony to honor the outstanding individuals who have made significant contributions to the district's special education programs. (Ryan Digman)
- Public Comment (regarding this agenda item)
 - Member Discussion
3. Subcommittee Report: IEP Workgroup (R)
Identify trends, make recommendations and look at best practices, tools and resources to help understand the IEP process. (Heather Taylor)
- Public Comment (regarding this agenda item)
 - Member Discussion
4. Subcommittee Report: Community Outreach (R)
Outreach to the community regarding involvement in the Community Advisory Committee (Lisa Sotelo and Lacey Martinez)
- Public Comment (regarding this agenda item)
 - Member Discussion
5. Subcommittee Report: Legislative Action Day (R)
Annual event to bring regional teams to Sacramento to advocate state legislators for educational priorities.
(Kimber Rice)
- Public Comment (regarding this agenda item)
 - Member Discussion

G. Events of Interest (D)

An opportunity for committee members or staff to share information on upcoming events that may be of interest to the committee or special education community.

- April 4, 2024: Navigating the Special Education IEP (6:00 pm - 7:30 pm at Arden Middle School Library)
- April 10, 2024: You Light the Way Awards (6:30 pm - 8:00 pm at San Juan High School)
- April 17, 2024: Special Education Listening Session for Families (5:00 pm - 6:30 pm at Kenneth Avenue - Special Education Office)

H. Future Agenda (D)

Requested Items:

- District before and after school programs

I. Adjournment

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



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Community Advisory Committee Meeting Minutes

February 28, 2024

A. Call to Order

CAC Chairperson Ryan Digman called the meeting to order at 6:10pm.

B. Member Roll Call

Members Present: Nicole Harrigan, Heather Taylor, Luc Taylor, Ryan Digman, Kimber Rice, Lisa Sotelo, Daniel Hicks, Emily Getz, David Martasian.

Members Absent: Lacey Martinez, Veronica Guzman, Tina Cooper, Azadeh Turki, Katherine Morash, Kaylin Boyce.

C. Board Remarks

Ben Avey, School Board Member & CAC Liaison, announced he is the formal School Board Liaison. Mr. Avey gave insight about his background in San Juan Unified School District and education.

D. Visitor Comments

Marsha Hesch, parent of two sons who are in special education, expressed concern about parent involvement in meaningful participation in IEP meetings and the crafting of an IEP. Ms. Hesch also expressed her concern about data tracking and data not being tracked appropriately from teachers and service providers. Ms. Hesch would like to see systematic change within the district for all students within special education.

E. San Juan Unified Local Plan

Dominic Covello, Interim Director, Special Education, gave an overview on section B and E of Local Plan.

Section B: Governance and Administration

Section E: Annual Service Plan

1. Review of Sections B & E (D)

- **Public Comment (regarding this agenda item):** None
- **Member Discussion:**

Kimber Rice inquired about the document from 2011 that is provided in the CAC binder. Document is outdated and referenced in the 2023-2024 Local Plan.

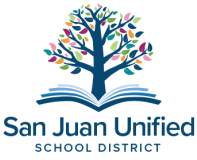
Daniel Hicks commented about Section E. Mr. Hicks stated that previously this section was tied to programs and was curious how section E was tied to IEPs. Mr. Hicks suggested a glossary of terms or translation guide for parents or guardians for services.

Lisa Sotelo asked how to translate the Local Plan into what parents are needing to best support their students.

Heather Taylor shared insight about plain language and asked if the CAC can convert and translate the Local Plan to ensure parents are able to better understand what is in the document.

Ryan Digman spoke about the CAC's annual report and what recommendations the committee will bring to the School Board formally. Mr. Digman shared historically strategic planning and recommendations from the CAC were not included in the Local Plan. Mr. Digman commented about section B-3 in the Local Plan and how policies are used to deny services and quiet parent voices.

Kimber Rice shared she would like to see transparency in the differentials of different programs offered at each school. Ms. Rice referenced section E in Local Plan and how the services in the plan are being provided in the schools and within the district. Ms. Rice also asked about when a need is identified and when a family or student is denied, is this at a site level or at a district level.



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Nicole Harrigan added that not all families are able to access baseline services for their students because they're not sure what to ask for.

David Martasian asked about board approval on recommendations that the CAC makes. Mr. Martasian questioned the timelines and how quickly recommendations need to be modified and approved.

F. Committee Business

1. Approval of Minutes, April 26, 2023

- Public Comment (regarding this agenda item): None.
- Member Discussion:
First motion for approval of April minutes by Heather Taylor, second motion of approval by Luc Taylor. Committee members are all in favor.
Emily Getz abstained because she was not present last April for the CAC Meeting.

2. Approval of Minutes, November 15, 2023

- Public Comment (regarding this agenda item): None.
- Member Discussion:
Kaylin Boyce correction in name. Strike Heather from absent list
First motion for approval of November minutes from Lisa Sotelo, second motion for approval by Kimber Second motion. Emily Getz abstained because she was not present at the November meeting.

3. Subcommittee Report: You Light the Way

Annual ceremony to honor the outstanding individuals who have made significant contributions to the district's special education programs.

Ryan Digman shared about the You Light the Way celebration in April. Subcommittee selected 7 recipients for recognition. Recognition event will take place April 10th, 2024 at San Juan High School.

- Public Comment (regarding this agenda item): None
- Member Discussion:
Lisa Sotelo shared how excited she was about the amount

4. Subcommittee Report: IEP Workgroup

Identify trends, make recommendations and look at best practices, tools and resources to help understand the IEP process. (Heather Taylor)

Heather Taylor and Ryan Digman shared feedback regarding themes, suggestions and recommendations they can make in congruence with the IEP process. CAC IEP workgroup will be sponsoring an IEP listening session. Listening session will be held April 17th, location still undetermined. Mr. Digman shared that the workgroup is also hosting a IEP training session with Warmline. FACE will co-sponsor with the Special Education department the training session. Training session will be held April 4th.

- Public Comment (regarding this agenda item):
Marsha Hesh is excited about the IEP workgroup and listening sessions.
- Member Discussion:
Luc Taylor shared he is a student at Will Rogers and has been waiting years for help in school. He would like the board to recognize students have a voice and their voices need to be heard.
Dominic Covello shared the LCAP team will be moderating and supporting the listening session.
Ryan Digman commented that information gathered will have full transparency and shared out to the public.



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5. Subcommittee Report: Community Outreach

Outreach to the community regarding involvement in the Community Advisory Committee
(Lisa Sotelo and Lacey Martinez)

Lisa Sotelo shared there are still two positions to be filled in the CAC.

- Public Comment (regarding this agenda item): None,
- Member Discussion: None.

6. Subcommittee Report: Legislative Action Day (R)

Annual event to bring regional teams to Sacramento to advocate state legislators for educational priorities.
(Kimber Rice)

Kimber shared about Legislative Action Day and structure of the day. Ms. Rice shared with the group information about Legislative Day and helpful websites where links are available to learn more.

Legislative Action Day links for subcommittee report:

<https://selpa.info/info/legislative-advocacy>

Disability Rights CA bills to watch

<https://www.disabilityrightscalifornia.org/public-policy/sponsored-legislation>

Check out the “how to submit a position letter” tool on the assembly committee website!

<https://aedn.assembly.ca.gov/>

- Public Comment (regarding this agenda item): None.
- Member Discussion: None.

G. Events of Interest (D)

An opportunity for committee members or staff to share information on upcoming events that may be of interest to the committee or special education community.

- FACE Spring Families Matter Conference - Saturday April 13th - Summer Transitions Workshop, Mind, Body Workshop
- Family and Community Engagement (FACE) and Special Education in partnership with CAC - April 4, 2024 (Supporting Families in the IEP Process) - Presented by Warmline
- You Light the Way - April 10, 2024 (San Juan HS 6:30 pm)
- Special Education Listening Session - April 17, 2024

H. Future Agenda (D)

Requested Items:

- Committee feedback on district strategic planning (March 20)
- Before and after school funding and program requirements (May)
- Trainings specific to Issues in transportation and transition in schools - add event for the 24-45 school year
- Planning session for goals of the CAC for next year
- Annual Priorities from Special Education
- Support for low incidence communities



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I. Adjournment

With there being no further business, CAC Chairperson Ryan Digman adjourned the meeting at 8:10pm.