



# Panama-Buena Vista Union School District Special Education Local Plan Area



## Community Advisory Committee Regular Meeting Minutes

Friday, February 9, 2024  
11:45 a.m.

P-BVUSD Board Room  
4250 Ashe Rd.  
Bakersfield, CA 93313

*The Panama-Buena Vista Union School District's mission is to partner with parents and community, committing to a high-achieving, balanced academic program for all students, resulting in responsible 21st Century citizens.*

1. **Call to Order:** Meeting was called to order at 11:48 am
2. **Attendance and Roll Call**
  - 2.1. Present Executive Members:
    - 2.1.1. Chair: Arian Garcia
    - 2.1.2. Vice Chair: Patrick Blake
    - 2.1.3. Sergeant of Arms: Samantha Bone
  - 2.2. Present General Members: Steve Walsh, Dian Schneider, Jennifer Payne, Jennifer Adebowale, Simran Brar, Gina Striegel, Andrew Pulido, Michelle Young
  - 2.3. Absent: Denita Maughan
3. **Public Comment**

No public comment was received
4. **Minutes**
  - 4.1. Approval of the December 15, 2023 Regular Meeting Minutes
    - 4.1.1. Motion to approve made by Samantha Bone
    - 4.1.2. Motion seconded by Michelle Young
    - 4.1.3. All members voted in favor of approving the December 15, 2023 Regular Meeting Minutes
5. **Reports from Staff**
  - 5.1. Melissa Wood, Director of Special Education Programs presented an overview of the status of the 2023/24 special education programs in the District. She reviewed the Special Services Division Leadership structure; responsibilities and roles of the Directors and Assistant Directors; and gave a summary of the current statistics of eligibility and placement of students with disabilities within the District. Mrs. Wood also reviewed the plans for opening new preschool transition classes in the spring and the process for developing upcoming projections for the 2024/25 school year.
6. **Old Business**
  - 6.1. 2023/24 Parent Resource Fair
    - 6.1.1. The CAC reviewed the plans for the upcoming Parent Resource Fair scheduled for Thursday, April 18, 2024 at Stonecreek Jr. High. District staff are taking on the planning and preparation. Approximately 50 vendors are currently scheduled to attend. There will also be an immunization

clinic for students hosted by Health, Safety and Wellness, and a food fair hosted by Nutrition. CAC members are asked to volunteer for the event. A survey will be sent to CAC members ahead of the event to sign-up for a volunteer shift.

6.2. Review of proposed 2024/25 SELPA Local Plan

- 6.2.1. Jennifer Adebowlae, SELPA Director, reviewed Section B: Governance and Administration of the SELPA Local Plan. The CAC underwent an activity in December where groups were formed to review different parts of Section B and provide recommendations for edits. Some feedback would require changes to P-BVUSD Board Policy and cannot be included in the Local Plan at this time.. Other recommendations have been incorporated into the draft of Section B, including changes of titles and division roles, and changes to language, grammar and punctuation.
- 6.2.2. Katie Gonzalez, Director of Fiscal Services, reviewed Section D: Annual Budget Plan of the SELPA Local Plan, and its attachments. Section D is based on projected actuals that were calculated in December of 2023. Mrs. Gonzalez pointed out that the last page (D-14) has \$0 as orders for special education materials and supplies as these monies are included with the overall program budget, not as a separate line item. Mrs. Gonzales highlighted that Attachment E is a breakdown if P-BVUSD was a multi-district SELPA, and is a replication of the numbers from Section D.
- 6.2.3. Section E: Annual Service Plan, with attachments. The Section E attachments include the chart for the current services provided at each school site. Section E is a description of the services with codes currently provided by the District. A final update of services by sites, if there are significant changes, may be presented at the next meeting before being posted for public hearing..

7. **New Business**

7.1. March 15, 2024 KCOE Specially Yours Conference

- 7.1.1. The CAC discussed rescheduling the next Regular CAC Meeting as the date conflicts with the Kern County Consortium SELPA's *Specially Yours* conference.
- 7.1.2. Motion to approve made by Dian Schneider
- 7.1.3. Motion seconded by Samantha Bone
- 7.1.4. All members voted in favor of rescheduling the March 15, 2024 CAC meeting to May 17, 2024.

7.2. CAC Honors

7.2.1. Workgroups

- 7.2.1.1. Jennifer Adebowlae, SELPA Director, asked for a Workgroup to be formed to review the CAC Honors nomination form guidelines, and plans for the event. Volunteers for the workgroup are: Dian Schneider, Ari Garica, Gina Striegel, Andrew Pulido, Samantha Bone, Suzana Montoya. A meeting will be scheduled for the workgroup to meet.

8. **Future Items**

- 8.1. The CAC requested an update regarding the CAC Membership

9. **Future Meeting**

9.1. 2023/24 CAC Meetings (unless otherwise announced)

- 9.1.1. Location: P-BVUSD Board Room, 4250 Ashe Rd.
- 9.1.2. Time: 11:45 AM

Friday, March 15, 2024
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Friday, April 19, 2024
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Friday, May 17, 2024
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- 9.2. 2023/24 Regularly Scheduled Board of Trustees Meetings (unless otherwise announced)

9.2.1. Location: P-BVUSD Board Room, 4250 Ashe Rd.

9.2.2. Time (subject to change):

9.2.2.1. Closed Session: 6 PM

9.2.2.2. Open Session: 7 PM

Tuesday, February 13, 2024
Tuesday, February 27, 2024
Tuesday, March 12, 2024
Tuesday, April 9, 2024

10. **Adjournment:** Meeting adjourned at 12:39 pm