

Marin County SELPA
Special Education Advisory Committee (SEAC)
Meeting January 22, 2025
9:30 – 11:00 AM
1111 Las Gallinas Avenue, San Rafael, CA
AGENDA

Interpreter available upon request
(48-hour notice is required)

1. Call to Order
2. Establishment of a Quorum
3. Public Comment
Code § 54954.3 provides that the public will have an opportunity to address the committee on any item described on a regular or special meeting agenda either before or during the consideration of the item. Per MCOE Board Policy 8566, each person shall limit comments to five (5) minutes.
4. Action Items
 - a. Approval of Minutes of November 20, 2024 SEAC meeting
The Minutes from the November 20, 2024 SEAC Meeting will be presented for adoption.
 - b. Approval of the Agenda for the January 22, 2025 SEAC Meeting.
The Agenda for the January 22, 2025 SEAC Meeting will be presented for adoption.
5. Information Items
 - a. SEAC Chairperson Report
Information and communication will be presented by the SEAC Chairperson.
 - b. SEAC Advisory Steering Committee (ASC) Liaison Report
Information and communication will be presented by the SEAC ASC Liaison.
 - c. SELPA Director Report
Information and communication will be presented by the SELPA Director.
6. Discussion Items
 - a. SEAC Member Nomination(s) – Standing Item
SEAC member nomination(s) will be presented by the SELPA Director for consideration.
 - b. Marin County SELPA Parent Education: 2025 SEAC Family Resource Fair
A discussion will occur regarding the development of the 2025 SEAC Family Resource Fair.

Marin County SELPA
Special Education Advisory Committee (SEAC) Meeting
November 20, 2024
9:30 – 11:00 AM
1111 Las Gallinas Avenue, San Rafael, CA
MINUTES

Interpreter available upon request
(48-hour notice is required)

1. Call to Order

Birgit Switenki called the meeting to order at 9:33 am.

2. Establishment of a Quorum

A quorum was established with the following members in attendance: Birgit Switenki, Arwen Brown, and Magdalena Macias.

3. Public Comment

Code § 54954.3 provides that the public will have an opportunity to address the committee on any item described on a regular or special meeting agenda either before or during the consideration of the item. Per MCOE Board Policy 8566, each person shall limit comments to five (5) minutes.

A parent of a student with a disability in Marin County shared that she believes access to information about special education is an issue in Marin County schools. She shared information about her own child's school experience, including the challenges her family encountered when trying to obtain special education services for their child. She emphasized the importance of providing early intervention services to students, and ensuring all teachers are aware of their district's special education system so that students are appropriately referred to special education and have access to interventions.

4. Action Items

- a. Approval of Minutes of August 28, 2024 SEAC meeting
The Minutes from the August 28, 2024 SEAC Meeting will be presented for adoption.

The Minutes from August 28, 2024 SEAC Meeting were approved as presented.

Motion: Arwen Brown Second: Magdalena Macias Carried: Unanimous

- b. Approval of the Agenda for the November 20, 2024 SEAC Meeting.
The Agenda for the November 20, 2024 SEAC Meeting will be presented for adoption.

The Agenda for November 20, 2024 SEAC Meeting were approved as presented.

Motion: Arwen Brown Second: Magdalena Macias Carried: Unanimous

- c. Approval of the 2024 – 2025 SEAC Annual Goals
The 2024 – 2025 SEAC Annual Goals will be presented for review and adoption.

The 2024 – 2025 SEAC Annual Goals were approved as presented.

Motion: Birgit Switenki Second: Magdalena Macias Carried: Unanimous

5. Information Items

- a. SEAC Chairperson Report
Information and communication will be presented by the SEAC Chairperson.

The SEAC Chairperson presented information to the Committee regarding the Operational Steering Committee’s approval of the SEAC nominations and the upcoming parent workshops.

- b. SEAC Advisory Steering Committee (ASC) Liaison Report
Information and communication will be presented by the SEAC ASC Liaison.

The SEAC Advisory Steering Committee Liaison presented information to the Committee regarding information discussed by the Advisory Steering Committee (ASC) about Assembly Bill 438, upcoming professional learning opportunities offered by the SELPA, and program development to support students with Autism.

- c. SELPA Director Report
Information and communication will be presented by the SELPA Director.

The SELPA Director presented information regarding:

- ***Assembly Bill 438:***
- ***Northern California Inclusion Collaborative – a three (3) day workshop designed for educators focused on increasing meaningful and effective inclusive experiences for students with disabilities in Marin County;***

- ***Marin County SELPA’s participation in the annual California Autism Professional Training and Information (CAPTAIN) Summit;***
- ***Reorganization of the Marin County SELPA’s policies and procedures;***
and
- ***2024 – 2025 Marin County SELPA Annual Goals.***

6. Discussion Items

- a. SEAC Member Nomination(s) – Standing Item
SEAC member nomination(s) will be presented by the SELPA Director for consideration.

There were no new SEAC member nominations for discussion.

- b. Parent “Welcome” Letter
A discussion will occur regarding the development of a welcome letter to parents of students with disabilities.

The SEAC reviewed a draft welcome letter to parents of students with disabilities that have an IEP and discussed the content and format of the letter. The SEAC discussed making revisions and bringing the draft letter to the Advisory Steering Committee in December for discussion.

- c. Marin County SELPA Parent Education: 2025 SEAC Family Resource Fair
A discussion will occur regarding the development of the 2025 SEAC Family Resource Fair.

The SEAC discussed plans for the 2025 SEAC Family Resource Fair that will be held on March 29, 2025. The SEAC discussed the process of inviting vendors and the need to share information about the event with districts, families, and community members to support attendance.

7. SEAC Recommendations to SELPA Governing Board

Recommendations will be identified to move forward to the SELPA Governing Board for consideration.

The SEAC had no recommendation to move forward to the SELPA Governing Board.

8. Future Planning

Topics and/or areas for future SEAC discussion(s) will be identified and/or reviewed, as needed.

The SEAC scheduled a meeting on Wednesday, January 22, 2025 at 9:30 am to continue a discussion regarding the SEAC Child and Family Resource Fair.

9. Next Meeting Date: January 22, 2025 at 9:30 am at Marin County Office of Education

10. Adjournment

The meeting was adjourned at 10:37 am with no objection.

The Marin County SELPA is committed to making its Special Education Advisory Committee Board meetings accessible to all persons. By request, alternative agenda document formats are available to individuals with special needs. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodation an individual with special needs to permit participation in a public meetings, please contact the Marin County SELPA office via (415) 499-5875 or submit an electronic email to jdemitro@marinschools.org.