



SAN DIEGO SOUTH COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA
680 L Street, Ste. E, Chula Vista CA 91911

**South County SELPA
Community Advisory Committee (CAC)
Meeting**

January 23, 2025

MEETING LOCATION:
SCREC 800 National City Blvd., National City, CA 91950

Draft Meeting Minutes

CAC Members in Attendance

Erika Lowery – CUSD
Noelle Cravens – CVESD
Jade Bautista – CVESD
Rosemary Lowry – CVESD
Jayrell Ringpis – CVESD
America Ellis – NSD
Marjam Lopez – NSD
Jacqueline Chain – SYSD
Maricela Cali – SYSD
Melissa Dolo – SBUSD
Linette Salome - SBUSD

1.0 OPENING PROCEDURES

- 1.1 CAC Chairperson called the meeting to order at 9:16 am
- 1.2 CAC Chairperson entertained a motion to approve a secretary pro tem due to permanent secretary absence.
M/S/C: Rosemary / Noelle / Unanimous
- 1.3 CAC Chairperson conducted role call and quorum was verified
- 1.4 November 13, 2024, CAC Meeting Minutes were reviewed and approved. They will be posted to the South County SELPA CAC website.
M/S/C: America / Erika Lowery / Unanimous

2.0 WELCOME AND INTRODUCTIONS

- 2.1 Introductions were made by CAC members, as well as exfacto individuals in the audience.
- 2.2 Meeting norms were reviewed.

3.0 PUBLIC COMMENTS

Two members of the audience addressed the Community Advisory Committee and provided public comments.

4.0 CAC BUSINESS INFORMATION/ACTION ITEM

4.1 CAC Membership

- 4.1.1 New committee members introduced themselves briefly: Erika Lowery, Rosemary Lowry, Jade Bautista, Noelle Cravens, and Jayroll Ringpis
- 4.1.2 The CAC Chairperson reviewed CAC Bylaws: Article VI Removal of

Membership which addresses absences from two consecutive meetings without a valid excuse. If CAC members cannot make a meeting, please let Jackie or Erika Avery know.

- 4.2 Discussed CAC Subcommittee Overview and each committee presented subcommittee lead, a brief description of the subcommittee, and goals to accomplish by June 30, 2025. No subcommittee can have majority of CAC or CAC quorum.

4.2.1 Staff Education

4.2.2 Parent Education: Committee lead is Jayrell Ringpis.

4.2.3 Community Involvement: Committee lead is America Ellis. Subcommittee description is to keep the community aware and involved.

4.2.4 Special Education Student Inclusion: Committee lead is Elizabeth Alvarado. Feedback from the CAC included identifying a measurable aspect, including a list of best practices for inclusion, identifying what inclusion looks like at different grade levels (elementary, middle, and high school).

4.2.5 SELPA CAC Handbook: Committee lead is Melissa Dolo. Feedback from the CAC included identifying target audience.

4.2.6 CAC members debriefed on subcommittee presentations, including having another update in the next meeting on any deliverables or progress made. Members discussed how to involve non-voting community members input in the deliverables, including surveys, emails, and public comment notes provided to subcommittee leads.

4.2.6.1 CAC members discussed moving public comments to end of agenda to capture public comments post business information/action items in the agenda.

M/S/C: Linette / Rosemary / Unanimous

4.3 Upcoming Events

4.3.1 Discussed sharing Google Doc for community events to share. CAC members discussed including multidistrict events throughout San Diego County.

4.3.2 Chairperson request that each member find the POC to connect with and communicate any SELPA CAC updates.

4.3.3 CAC Member Melissa will create google doc shared calendar to review in future meetings.

4.3.4 CAC Members reviewed February events

4.3.5 Next CAC meeting is March 14, 2025, between 6-8 pm. A CAC representative from each district to discuss highlights ("what is going well in your district?", 2 minutes each.

5.0 ADJOURNMENT: Meeting was adjourned at 10:58 am