

**Marin County SELPA**  
**Special Education Advisory Committee (SEAC) Meeting**  
**November 8, 2023**  
**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 9:36 am.*

2. Establishment of a Quorum

A quorum was established with four (4) members in attendance.

*In attendance:*

*Arwen Brown, Birgit Switenki, Magdalena Macias, and Mercy Hall.*

*Rebecca Minnich, SELPA Director, April Port, Interim Program Manager*

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.*

*There was no public comment.*

4. Action Items

a. Approval of Minutes from August 23, 2023 SEAC meeting

*The Minutes from the August 23, 2023 SEAC Meeting will be presented for adoption.*

*The Chairperson presented the August 23, 2023 SEAC Meeting Minutes for approval as presented.*

*Motion: Arwen Brown Second: Magdalena Macias*

*Carried: Unanimous*

- b. Approval of Agenda for November 8, 2023 SEAC Meeting  
*The Agenda for the November 8, 2023 SEAC Meeting will be presented for adoption.*

**The Chairperson presented the November 8, 2023 Meeting Agenda for approval as presented.**

**Motion: Birgit Switenki                      Second: Arwen Brown                      Carried: Unanimous**

5. Information Items

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

*The SEAC Chairperson provided information to the committee regarding her role as a member of the Marin County SELPA Local Plan workgroup and shared that she recently joined the Regional Park Service Committee where a presentation was made regarding inclusive playgrounds.*

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

*The SEAC Advisory Steering Committee (ASC) Liaison provided information regarding the following topics that were discussed at the ASC meeting:*

- *An educator from the Bolinas Stinson School District has been selected to participate in the Assistive Technology (AT) Cohort this school year.*
- *Universal meals applies to all students, including those enrolled in nonpublic schools.*
- *Star Academy has developed a transition planning checklist to support IEP team discussions related to transition activities.*
- *The Dedication to Special Education Educator Grant was made available to both special education and general education teachers to support inclusive practices this school year.*

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

*The SELPA Director provided information regarding the following:*

- *2023 – 2024 SELPA Annual Goals;*
- *California Legislation: Special Education;*
- *The Marin County SELPA Program Transfer Policy and Anticipated Program Transfers; and*
- *The Marin County SELPA Autism Demonstration Site.*

6. New Business

a. SEAC Member Nomination(s) – Standing Item

*SEAC member nomination(s) will be presented by the SELPA Director for consideration.*

***There were no SEAC Member nominations. The Committee discussed strategies to increase membership.***

b. Parent Workshops and Training Opportunities: Update

*A discussion will occur regarding past and upcoming parent workshops and training opportunities.*

***The SEAC discussed past and upcoming parent workshops. The SEAC members agreed that it would be valuable to host a workshop for parents regarding school avoidance and positive behavioral interventions/supports.***

c. Special Education Resource Fair

*A discussion will occur regarding the development of the Special Education Advisory Council Resource Fair.*

***The Committee engaged in a discussion regarding the time, location, event format, and vendors for the Special Education Resource Fair. The Resource Fair will take place on March 23, 2024 from 12:30 pm – 3:30 pm at the Marin County Office of Education. The Committee members and SELPA Director identified the necessary activities to complete before the next SEAC meeting.***

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 recommendations to move forward to the SELPA Governing Board for consideration.***

8. Future Planning

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

***The SEAC identified the following topics for discussion at the next meeting:***

- ***Marin County SELPA Local Plan Revision***
- ***Special Education Resource Fair***

9. Next Meeting Date: January 24, 2024 at 9:30 am at Marin County Office of Education

10. Adjournment

*The Meeting was adjourned at 10:55 am.*

*Motion: Birgit Switenki*

*Second: Mercy Hall*

*Carried: Unanimous*

**Marin County SELPA**  
**Special Education Advisory Committee (SEAC) Meeting**  
**January 24, 2024**  
**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 from November 8, 2023 SEAC meeting  
*The Minutes from the November 8, 2023 SEAC Meeting will be presented for adoption.*
  - b. Approval of Agenda for January 24, 2024 SEAC Meeting  
*The Agenda for the January 24, 2024 SEAC Meeting will be presented for adoption.*
5. SELPA Director Report
  - a. 2024 – 2025 Local Plan: First Review  
*The first reading of the Marin County SELPA Local Plan Sections A and B will be presented for review and discussion.*
6. New Business
  - a. SEAC Special Education Resource Fair  
*A discussion will occur regarding the development of the Special Education Advisory Council Resource Fair.*
  - b. Parent Workshops and Training Opportunities  
*A discussion will occur regarding past and upcoming parent workshops and training opportunities.*

7. SEAC Recommendations to SELPA Governing Board  
*Recommendations will be identified to move forward to the SELPA Governing Board for consideration.*
8. Future Planning  
*Topics and/or areas for future SEAC discussion(s) will be identified and/or reviewed, as needed.*
9. Next Meeting Date: March 27, 2024 at 9:30 am at Marin County Office of Education
10. Adjournment