

Marin County SELPA
Special Education Advisory Committee (SEAC) Meeting
August 26, 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 May 7, 2025 SEAC meeting
The Minutes from the May 7, 2025 SEAC Meeting will be presented for adoption.
 - b. Approval of the Agenda for the August 26, 2025 SEAC Meeting.
The Agenda for the August 26, 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 Administrator Report
Information and communication will be presented by a SELPA Administrator
6. Discussion Items
 - a. SEAC Member Nomination(s) – Standing Item
SEAC member nomination(s) will be presented by the SELPA Administrator for consideration.

- b. Election of SEAC Officers
Information will be presented regarding the process for electing officers among the SEAC membership.
 - c. SEAC Family Outreach and Communication Plan
A discussion will occur regarding the SEAC outreach and communication plan with families of students with disabilities in the SELPA for the current school year.
 - d. 2025 - 2026 Marin County SELPA Parent Workshop Development
A discussion will occur regarding the development of parent workshops for the 2025 - 2026 school year.
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: November 18, 2025 at 9:30 am at Marin County Office of Education
10. Adjournment

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Marin County SELPA
Special Education Advisory Committee (SEAC) Meeting
May 7, 2025
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 9:32 am.

2. Establishment of a Quorum

A quorum was established with six (6) members in attendance.

The following members were in attendance: Arwen Brown, Birgit Switenki, Christina Fass, Theresa Pham, Kimberly Tseng, and Kristin Cikowski.

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 of February 25, 2025 SEAC meeting
The Minutes from the February 25, 2025 SEAC Meeting will be presented for adoption.

The Minutes from February 25, 2025 SEAC Meeting were adopted as presented.

Motion: Theresa Pham Second: Arwen Brown Carried: Unanimous

- b. Approval of the Agenda for the May 7, 2025 SEAC Meeting.
The Agenda for the May 7, 2025 SEAC Meeting will be presented for adoption.

The Agenda for May 7, 2025 SEAC Meeting was adopted as presented.

Motion: Kristin Cikowski Second: Christina Fass Carried: Unanimous

5. Information Items

a. SEAC Chairperson Report

Information and communication will be presented by the SEAC Chairperson.

The SEAC Chairperson had no information to report.

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 had no information to report.

c. SELPA Director Report

Information and communication will be presented by the SELPA Director.

The SELPA Director provided information regarding the following:

- Professional learning opportunities for general education and special education teachers in the 2025 – 2026 school year.***
- Private School Proportionate Share calculation.***
- Collaboration with Supporting Innovative Practices; and***
- SELPA Autism Demonstration Site.***

d. 2025 – 2026 Marin County SELPA Annual Service Plan and Annual Budget Plan

Information will be provided regarding the 2025 - 2026 Marin County SELPA Annual Service Plan and Annual Budget Plan.

The SELPA Director shared information about the 2025 – 2026 Marin County SELPA Annual Service Plan and Annual Budget Plan.

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 nominations brought forward for consideration.

b. SEAC Parent and Child Resource Fair

A discussion will occur regarding the outcomes of the March 29, 2025 Special Education Advisory Committee Parent and Child Resource Fair.

The SEAC discussed the outcomes of the March 29, 2025 Special Education Advisory Committee Parent and Child Resource Fair.

c. SEAC Family Outreach and Communication Plan

A discussion will occur regarding the SEAC outreach and communication plan with families in the SELPA.

The SEAC discussed current outreach activities to parents and guardians in the Marin County SELPA and potential outreach activities. The Committee asked to bring this item to the August 28, 2025 meeting to formalize a plan for communication in the new school year.

d. 2025 - 2026 Marin County SELPA Parent Workshop Development

A discussion will occur regarding the development of parent workshops and training opportunities for the 2025 - 2026 school year.

The SEAC discussed the development of parent workshops that will address some of the following areas:

- ***Learning Disabilities and Dyslexia***
- ***Emotional Disability***
- ***Procedural Safeguards and Parent Rights***
- ***Communication, Collaboration, and Advocacy***

The SEAC discussed the importance of offering culturally relevant workshops and ensuring translation services are available.

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 requested the following topics for future discussion:

- ***Parent Outreach and Communication Plan***
- ***Parent Workshop Calendar***

9. Next Meeting Date: August 26, 2025 at 9:30 am at Marin County Office of Education

10. Adjournment

The meeting was adjourned at 11:02 and carried unanimously.

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