



**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**

March 13, 2025

MEETING LOCATION:
Professional Development Committee
680 L. St. Ste. E, Chula Vista, CA 91911

Meeting Minutes

CAC Members in Attendance

Erika Lowery - CUSD
Rosemary Lowry - CVESD
Jayrell Ringpis - CVESD
Stephanie Kenyon - CVESD
Jacqueline Chan - SYSD
Maricela Cali - SYSD
Elizabeth Alvarado - SBUSD
Melissa Dolo - SBUSD
Sally Sachrison - SUHSD

1.0. OPENING PROCEDURES

- 1.1. CAC Chairperson called the meeting to order at 6:09pm
- 1.2. CAC Chairperson conducted attendance and quorum was verified
- 1.3. January 23, 2025 minutes were reviewed and approved with only updates to spelling of member names
M/S/C: Rosemary/Erika/Unanimous
- 1.4. CAC addressed the purpose of today's meeting as a regular CAC business meeting and reviewed agenda

2.0. CAC BUSINESS INFORMATION/ACTION ITEM

- 2.1. CAC Membership - Welcome and Removal of Inactive Members
 - 2.1.1 CAC Chairperson welcomed newly appointed parent representative from CVESD, Stephanie Kenyon, who introduced herself and shared her excitement to be part of the team. Stephanie will be assigned to support the SELPA CAC Handbook subcommittee
 - 2.1.2 CAC Chairperson reviewed CAC Bylaws: Article VI Removal of Membership and identified two members who have been absent from more than two consecutive meetings without a valid excuse. CAC Chairperson requested for a motion to remove these two members
M/S/C: Maricela/Sally/Unanimous
- 2.2. CAC Officer Nomination Overview - Preparation for Selection of 25-26 Officers
 - 2.2.1 CAC Chairperson indicated that it was time to begin the process for electing new officers for the South County SELPA CAC.
 - 2.2.2. The responsibilities for all three officer positions, CAC Bylaws: Article IV: Officers section, and timeline for elections were reviewed.
- 2.3. SELPA Finance Presentation - High-level overview of SELPA Financials
 - 2.3.1 Brian Thompson, Special Education Financial Analyst provided a high-level overview of Special Education Financials, which included the various revenue streams that fund special education
- 2.4. Subcommittee Update - Updates from Each Subcommittee on Progress

- 2.4.1. Staff Education
 - 2.4.1.1. Maricela and Erika shared their description and subcommittee goals to complete by June 30, 2025 and December 31, 2025
 - 2.4.1.2. Maricela shared a printed copy of the California Teacher's Association guidebook which is a free resource they would like to share with various school sites in South County
- 2.4.2. Parent Education
 - 2.4.2.1. Subcommittee has started to pull together a few resources they have in a digital format.
 - 2.4.2.2. CAC Chairperson shared that Flourishing Families Magazine may be a good resource to leverage and share with families as it is continuously curating resources for special needs families throughout San Diego County
 - 2.4.2.3. Rosemary shared reference to IEP Day Conference as a great resource that can be paid for by Regional Center
- 2.4.3. Community Involvement
 - 2.4.3.1. No subcommittee member present to provide update
 - 2.4.3.2. General discussion on how to engage more families in the community, including coordinating parent walking groups in nearby school parks
- 2.4.4. Special Education Student Inclusion
 - 2.4.4.1. Subcommittee team was unable to meet since last meeting but have plans to meet before next meeting
 - 2.4.4.2. Team is interested in conducting a survey
- 2.4.5. SELPA CAC Handbook
 - 2.4.5.1. SELPA CAC Handbook team created a survey and asked for all team members to share with special education families
 - 2.4.5.2. SELPA CAC Handbook team has already met with SELPA to gather resources that already exist that could be included in the CAC Handbook
- 2.5. Community Calendar - Sharing South County SELPA Community Calendar
 - 2.5.1. CAC Chairperson went through the calendar of upcoming events
 - 2.5.2. SELPA Program Administrator provided a high level overview of the upcoming SELPA Art & Awards event and asked for parent volunteers to spread awareness to support setup and attend

3.0 PUBLIC COMMENTS

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

4.0 ADJOURNMENT: Meeting was adjourned at 7:13pm

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