



**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**

May 22, 2025 6:00pm

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

Meeting Minutes

CAC Members in Attendance

CUSD Erika Lowery
CVESD Jade Bautista
CVESD Rosemary Lowry
CVESD Stephanie Kenyon
NSD Marjam Lopez
SYSD Jacqueline Chan
SYSD Maricela Cali
SBUSD Elizabeth Alvarado
SBUSD Melissa Dolo
SUHSD Sally Sachrison

1.0. OPENING PROCEDURES

1.1. CAC Chairperson called the meeting to order at 6:12pm

1.2. CAC Chairperson conducted attendance and quorum was verified

1.3. Minutes from April 2025 were reviewed and approved

M/S/C: Maricela/Elizabeth/Majority

1.4. CAC Chairperson addressed the purpose of today's meeting as a regular CAC business meeting to address items as outlined in agenda

2.0. CAC BUSINESS INFORMATION/ACTION ITEM

2.1. Community Highlight: San Diego Sheriff's Blue Envelope Program - Review of the Blue Envelope Program Website and watched video:

<https://www.sdsheriff.gov/community/blue-envelope>

2.2. South County District Highlights - Detailed review of Chula Vista Elementary School District update which includes the hosting of 2 parent seminars held on Neurodiversity and ND Learning Support, a preview of a multi-part parent workshop for the next school year, the sharing of IEP Nights coming next next year and the transition from SpEd Committee to CAC. The district is focusing more on general education inclusion and considering that during LCAP reviews.

2.3. Proposed Meetings for 25/26

2.3.1. A set of four meeting dates were proposed to occur quarterly based on room availability: August, November, February and April

2.3.2. Feedback among CAC members was given to include an evening and virtual options

2.3.3. Meeting information was updated to include a virtual evening option for the November meeting.

2.3.4. Dates and times were reviewed and approved

M/S/C: Rosemary/Erika/Majority

2.4. Subcommittee Updates

2.4.1. Staff Education - Team is reviewing list of free staff education opportunities that support special education students and will be compiling them to a list to be shared for all staff.

2.4.2. Parent Education - A survey was created and shared in the CAC newsletter to gather information regarding parent education needs. The survey will close on July 2025 and the team will gather information to begin coordinating parent education sessions.

2.4.3. Community Involvement - No updates

2.4.4. Special Education Student Inclusion - A survey was created for the committee to gather input on the current status of student inclusion and opportunities that can be shared across districts. The goal is to have this survey distributed at the beginning of the new school year to provide direction for the committee. Please provide any feedback to this committee and they will work with SELPA for Spanish translation and distribution.

2.4.5. SELPA CAC Handbook

2.4.5.1. The committee met all goals they set out to accomplish before the end of the school year, including: Request copies of local CAC Committee Handbooks for guidance, Create an outline for South County SELPA CAC Handbook, and Collect community input on what they would like to see in the handbook.

2.4.5.2. Committee shared final results from survey that helped to drive next steps for the creation of the CAC Handbook

2.4.5.3. Outline has been agreed upon by committee members to include: Introduction, SELPA Overview, CAC Roles and Responsibilities, Parent Resources & Community Involvement, Special Education Process, Parent Rights, Contact Us.

2.4.5.4. Sections will be divided among the committee to build out before a draft is presented to the CAC for review.

2.6. South County Community Calendar - Review of google calendar that was created by Jayrell Ringpis and Melissa Dolo. The team agreed they will need to determine how to maintain and distribute this calendar for broader consumption in the new school year.

2.7. SELPA CAC Appreciation and Reflection 24/25 School Year

2.7.1. CAC Chairperson shared accomplishments over the last year as an opportunity to reflect on the 24/25 school year

2.7.2. SELPA provided certificates of appreciation to all CAC members

2.8 CAC Officer Elections & Announcement of 25/26 CAC Officers

2.8.1. CAC Chairperson reviewed the roles and responsibilities for each officer position and set expectations for voting. Blind ballots are to be submitted to SELPA Administrator for

official counting.

2.8.2. Nominees were collected for each officer position, with a motion, a second, a consensus and an acceptance from the nominee.

Chairperson Nominees:

Jacqueline Chan **M/S/C**: Elizabeth/Rosemary/Majority

Rosemary Lowry **M/S/C**: Jacqueline/Stephanie/Majority

Co-Chair Nominees:

Melissa Dolo **M/S/C**: Maricela/Sally/Majority

Erika Lowery **M/S/C**: Jade/Marjam/Majority

Secretary Nominees:

Jacqueline Chan **M/S/C**: Jacqueline/Elizabeth/Majority

Rosemary Lowry **M/S/C**: Stephanie/Sally/Majority

2.8.3. CAC took a brief break for snacks and refreshments, donated by Cafecito and Mrs. Perreira from Nicoloff School, and Linette Salome from SBUSD, while SELPA counted ballots.

2.8.4. CAC reconvened to hear the results of the election for 25/26 CAC Officers:

Secretary: Jacqueline Chan

Co-Chair: Melissa Dolo

Chairperson: Rosemary Lowry

3.0 PUBLIC COMMENTS

One public comment: Cindy addressed the CAC to congratulate and thank CAC for their support this year. She shared that her family will be moving out of state and she will continue to support her daughter for her educational rights. She asked for the CAC to push for education around the differences between an IEP and 504 to support parents, like herself.

4.0 ADJOURNMENT - Meeting was adjourned at 8:07pm

Chula Vista Elementary
(619) 425-9600

Coronado Unified
(619) 522-8900

National
(619) 336-7500

San Ysidro
(619) 428-4476

South Bay Union
(619) 628-1660

Sweetwater Union High
(619) 407-6300