

# CAC

## COMMUNITY ADVISORY COMMITTEE for Special Education

ADVISING THE BOARD OF EDUCATION  
SAN DIEGO UNIFIED SCHOOL DISTRICT

General Membership Meeting: MINUTES

**Date:** January 14, 2009  
**Time:** 7:00pm – 9:00pm  
**Location:** Harold J. Ballard Center, Auditorium  
2375 Congress St, San Diego, CA 92110

### WELCOME & INTRODUCTIONS

#### **Meeting called to order at 7:20pm**

Chairperson, Joyce Clark welcomed attendees and introduced CAC members, district staff and administrators and acknowledged parents. The Chair reviewed the agenda, meeting format and structure, and process for providing public comment. Announcement was made re: Childcare and Translation Services were available, and documents were available to attendees re: Partners in Policy Training/SDUSD Budget Priorities/CA Laws and Regulations re: Extended School Year and Transportation Services

Mrs. Martinez spoke to Connect Ed. message sent out to notify parents about meeting. Message distribution list went to parents of general education students due to inaccurate lists. Groups: parents, staff and CAC members stood up to identify themselves in lieu of introductions.

### ROLL CALL/MEMBER ATTENDANCE

**Present:** Moira Allbritton, Belquis Ander, William Cary, Joyce Clark, Mary Conroy, Michelle Crisci, Stephanie Fimbres, Meghann Hughes, Mina Kern, Pam McKinney, Teresa Michel, Christy Scadden, Nancy Stevenson

**Absent:** Maleia Christian, Dorene Dias-Pesta

**Ex-Officio:** Dr. Joe Fulcher, Chief Officer of Student Services, Susan Martinez, Executive Director of Special Education

**Quorum Established**

### CAC BUSINESS

#### **APPROVE CAC MTG. MINUTES (ACTION)**

**November Minutes:** Correction on Spelling of Bill "Cary" on last page. Moira Allbritton Motion, Stephanie Fimbres 2<sup>nd</sup>. Motion Carried.

**December Minutes:** Bill Cary Motion, Stephanie Fimbres 2<sup>nd</sup>. Motion Carried.

#### **CHAIR REPORT**

The Chair reported the CAC scheduled an additional Executive Committee on January 6, 2010. The purpose was to discuss transportation services for students with disabilities and District policies and practices. Additionally Dr. Fulcher contacted the Chair after the December meeting to inform the CAC that the ESY schedule was pulled and Board action would not occur until January allowing for full discussion. ESY discussion was added to the January 6<sup>th</sup> agenda. Five people were in attendance. There was not quorum, however the meeting proceeded for discussion purposes.

The Chair noted that the procedure to take action with regard to ESY deferred as it was not noted on the December CAC agenda. Additionally, the District was open to further discussion on this issue, therefore a draft position statement was developed based on public comments and CAC member input. Review of the position state was deferred until later in the meeting.

The Chair disseminated CA laws and regulations pertaining to ESY and transportation services. RE District proposed 2010 ESY Schedule and CAC action

A multitude of negative consequences for students with significant disabilities were discussed relative to the current District proposed ESY schedule. The primary concern was the schedule imposed restrictions, limiting participation in specialized summer social programs and staff. Dr. Fulcher respectfully listened to input and shared the District's considerations and process re: this matter. Dr. Fulcher also assured the CAC the discussion would continue and the goal was to find a reasonable solution.

Re: Transportation, the CAC put forth a request for the District Operational Policies and Guidelines, specifically pertaining to services, including but not limited to transporting students with IEPs, determining service eligibility, identification verification process and "must be met" procedures. The Chair confirmed with Dr. Fulcher a full transportation presentation for the next general meeting (Jan. 14).

- **CAC POSITION/RECOMMENDATIONS (ACTION)** – Action deferred until post District presentations

### District Report

- **TRANSPORTATION DEPT PRESENTATION (Maurice Barbour)**  
**(Barbour)** Transportation needs should be addressed on most current IEP, and a representative from transportation should be at that IEP. **(Fulcher)** The team can still make a decision for transportation for the child, but it's a good idea to have transportation there. **(Martinez)** If you as a parent know you want to discuss transportation, let your case manager know so they can invite a rep from this dept. (teachers) Who do we call? We have no information on this. **(Parents)** Will transportation dept. be at every Special Education Early Childhood Program (SEEC )transition IEP? **(Fulcher)** The IEP team makes the decision whether transportation is needed---it is not required that this dept be present. **(Barbour)** Re: "Must be Met" A parent or adult MUST meet the student AT the bus when getting on/off. At school, a teacher MUST meet the student getting on/off the bus because of a safety issue. **(Parent)** What if the child is ill, etc./change? **(Barbour)** Call immediately. If you know ahead of time---get it in writing from parent/site. Every student should have an identifier so drivers will know who they are. **(CAC)** What is the process for student identification - drop off and pickup? **(Barbour)** Not a process. We are starting a new scheduling process that will print pictures of students. Re: Outside Bus Contract: We are not using any outside contractors. **(Administrators)** Secondary students have ID cards. **(Parents)** How do we contact a safety officer? **(Barbour)** Go thru supervisor. **(CAC)** Go through your case manager if you don't know who to call. **(District Staff)** Call Hotline number too. Or if emergency: (school police) 619.291-7678, (transportation) 858.496-8460.

- **EXTENDED SCHOOL YEAR SERVICES (Dr. Fulcher)**  
----pulling this item from the January agenda to the board to open discussions with CAC/parents, etc. Dates will be decided by next month.
- **SPECIAL EDUCATION UPDATE (Dr. Fulcher)**  
----26 Jan (room 2226) 9am Board mtg./workshop to discuss Special Education Program . Meeting is open to the public  
----**BUDGET BASED PRIORITIES (Dr. Fulcher/Susan Martinez)**  
Three groups started meeting 2 weeks ago. 1.) Mandated Programs: to determine baseline requirements to meet mandates. (Susan Martinez). 2.) Minimal Central Office Workforce/Operational Requirements. Findings will be reported to the Board on Feb 2<sup>n</sup>. (Martinez) Every Mandated dept will

be expected to make cuts. Special Ed. will need to rehash our new zero based budget process developed last school year. 3.) School Safety – no report

- **CAC POSITION/RECOMMENDATIONS (ACTION)**

(CAC CHAIR) presented a draft Position Statement re: ESY (see attached)\*\*

Vote to forward position/recommendation statement.

Moira Allbritton motion, Mary Conroy 2<sup>nd</sup>: Motion carried.

### **PUBLIC OPEN FORUM: Q & A**

Q: How does the District determine which programs are at which sites e.g. Visual Impairment? And who determines it?

A :*Martinez- Trainings are ongoing with principals with students' right to attend neighborhood schools. We will have some cluster programs that will be determined by need, transportation patterns, etc.*

How can we assure that special needs students are tested for GATE?

A: *Martinez- All students tested in 2<sup>nd</sup> grade with Raven test (non-verbal/non-written).--district follow up.*

Info on board workshop (Fulcher)

A: *9am, Jan. 26, room 2226. Updating board on special education matters, services, professional development, transportation, stimulus plan*

Q: Is this meeting (CAC) on the web?

A: *Bon-Durant- Naomi Lewis to meet with Jodi BonDurant-Strong re: website, calendar, etc.*

Q: What was the process for eliminating Intercessions this year?

A :*Fulcher-General Education administration staff made the choice. Special Education was not included in the discussions By next month we will let you know the schedule for this academic year.*

Q Winter Intercession canceled... no notice and no options. Are the special needs classes being phased out? Will our students be forced to their neighborhood schools?

A: *Martinez-In the past the district created programs/environments that are not inside the law. Each child's needs will be identified and then where those needs can be met. We are encouraging students to go to home school but not mandated and then supporting neighborhood schools when students are placed CAC Chair -\*(see section in composite of laws: Continuum of program/services, IEP content and process etc.*

Comment: My child is not getting help he needs...

A: *Follow up with district*

When you see sites are not following law, who do I go to as a parent? Special education classes at Miller do NOT have air conditioning (a safety issue for her student). Teacher is not supervising and the kids are watching movies unattended, transportation not being provided

A: *District Follow up*

Substitute teachers (because of confidentiality) are not given ANY information about the students in a special education class. This needs to be looked into in order for them to provide appropriate (teacher related) services for the class.

A: *Martinez - Lesson plans are usually detailed enough to meet needs of class. Teachers commented that this is their practice. Mrs. Martinez acknowledged this needs to be looked into further to review practice and set standards.*

Q: Is there Special Education support for homework needs in high school?

A: *Start at your school. Program Improvement schools are eligible for SES.*

(ONE OTHER WRITTEN QUESTION RE: TRANSPORTATION TURNED IN)

### **MEETING ADJOURNED AT 8:45 PM**

Mary Conroy motioned to adjourn, Pam McKinney 2nd, motion carried.

### **ANNOUNCEMENTS/RESOURCES**

The Chair stated a goal of the CAC is to incorporate networking time for parents and staff at the conclusion of the business meeting (8:30pm – 9:00pm) and reminded guests about local resources: Exceptional Family Resource Center, Team of Advocates for Special Kids and the Involved Exceptional Parent Day Conference (Information on check-in table)