

CAC
Community Advisory Committee
For Special Education

Advising the Board of Education
San Diego Unified School District

Executive Committee Meeting Minutes

Date: Thursday, September 8, 2016
Time: 6:15-6:50 pm
Location: Ballard Center Auditorium, 2375 Congress Street, San Diego, CA 92110

Meeting called to order by Chairperson Moira Allbritton at 6:15 p.m. with quorum established.

Also present were the following:

Lorelei Olsen, Director of Special Education
Brook Markley, Vice Chair
Raylene Dickinson, Treasurer
Maria Corral
Maria Riedel
Carolina Ruiz
Caroline Kelner
Josefina Riggins, District Translator/Interpreter

Markley moved, with Dickinson seconding, approval of May 26, 2016 Executive Committee draft minutes with no changes. Motion carried, 3-0.

Markley moved, with Dickinson seconding, ratification of Chair appointment of Caroline Kelner to Executive Committee to serve as CAC Secretary for duration of 2016/17 term. Motion carried, 3-0.

Markley moved, with Dickinson seconding, recommendation to Board of Education for appointment to the CAC of Daniell Settles under category of "parent of student with exceptional needs". Motion carried, 4-0.

Chair reviewed various procedures for Sub-committee business, including the following:

- * All committees need to present recommendations/action items to Executive Committee prior to presenting them to District staff and general membership;
- * Any sub-committees that do not conform to Robert's Rules of Order or which do not conduct business in accordance with the Brown Act will be disbanded; and
- * Sub-committee policy positions must be formally ratified by the CAC body before citing "CAC".

Chair welcomes any member to discuss rationale for these practices.

Chairperson outlined agenda for General Membership meeting and requested that Executive Committee please brainstorm for/relay to her ideas for presentation topics. Topics mentioned were School Choice and Bus Transportation.

Executive Committee directed Chair to invite Supt. Marten for December General Membership meeting.

Formal transfer of non-District funds to Treasurer, Raylene Dickinson, from Chair (as given to her by Terry Ozaki at June General Membership meeting) in the amount of \$73.05.

Public input:

Member expressed difficulty accessing/attending meetings held at Ballard in evening, citing 2-hour commute from Lincoln HS feeder pattern. Chair agreed to agendaize this matter to explore informal options, occasional change of meeting venue throughout the district boundaries, and request for transportation from District.

Connie Gearhart notified committee that she is willing to continue to serve on Calendar Committee. Chair requested that Ms. Gearhart notify her of the next communication/meeting date as CAC has had multiple seats in prior years.

Meeting adjourned at 6:48 p.m. to prepare for General Membership meeting.

Prepared by Moira Allbritton, Chair.

Approved on October 27, 2016.

DRAFT