

IRVINE UNIFIED SCHOOL DISTRICT
Special Education Department

Community Advisory Committee (CAC) Meeting
9:00 – 10:30 May 11, 2016
IUSD Learning Center
3387 Barranca, Irvine CA

AGENDA

Wednesday May 11, 2016

Call to Order: (Chair) Meeting started

Welcome to Guests

- Board Member –
- Program Specialists and District Staff- (Check those in attendance)
 - o Erica Hawkes, Director of Operations Preschool/Elementary,
 - o Allison Robbins, Director of Operations Secondary/Adult Transition
 - o Jennifer O'Malley, Director, Informal Resolution Specialist
 - o Amil Alzubaidi, Coordinator, ERMHS
 - o Lisa Torkzadeh, Program Specialist, Secondary
 - o Erin Ferguson, Program Specialist, Elementary
 - o Meghan Sparling, Lead Speech Pathologist
 - o Melanie Hertig, Executive Director, SELPA

Attendance: Introductions/Roll Call (Chair)

- New Members- welcome and please fill out a membership application.
- Voting Members Present

Reading of last Minutes (Secretary)

Approval of the Agenda and Minutes of last meeting

Moved by:

Second by:

Public Comments

The CAC invites members of the public to present information to the Committee and District about topics of interest or concern to individuals. Please fill out a card with your name with your questions and concerns. We will address these during our open forum. At any time during the meeting, you may hand these cards to any of the district personnel or Committee members. When you are called upon, we request to keep a time limit of 3-minutes per presentation, so that we are able to address as many members as possible. Any questions that are specific to a child or situation, or any cards that are not attended to during this business meeting will be addressed at the next meeting or forwarded to the appropriate sub-committee to support you. Thank you.

Reports of Officers

Chairwoman Report- Jamie

- Parent Workshops
 - o Next year we will be bringing in a new line up of topics, if anyone has suggestions please email Danielle. The format next year we will alternate evening and daytime workshops and business meetings to accommodate different schedules.

- We will be voting in new board
 - All positions have a “write in” option. Review of positions available and person(s) running for the position
 - The Chairperson shall:
 - a) preside at all meetings of the Community Advisory Committee
 - b) prepare agendas for said meetings with Administrative Council Representatives
 - c) appoint committees as agreed upon by the membership
 - d) act as liaison with the Administration
 - e) be responsible for implementation of Community Advisory Committee decisions
 - f) assume other responsibilities as directed by the Community Advisory Committee
 - g) be an ex-officio member of all appointed committees
 - h) act as liaison to the school district
 - Running for this position is Danielle Wiltchik
 - The Vice-Chairperson shall:
 - a) conduct meetings in the absence of the chairperson
 - b) be responsible for execution of the bylaws
 - c) assume other duties as directed by the chairperson
 - d) be an ex-officio member of all appointed committees
 - e) act as liaison to the school district
 - Running for this position is Jamie Brandt
 - The Secretary shall:
 - a) maintain membership and attendance records
 - b) seek committee approval prior to public distribution
 - c) keep minutes and distribute to committee
 - d) attend to correspondence
 - e) act as treasurer as the need arises
 - f) assume other responsibilities as directed by the chairperson
 - This position is open
 - Members at Large- David Lustig
 - Sub-Committee Chairs are all open
 - a) PTA Liaison
 - b) Legislation
 - c) Parent Network / Mentor Program
 - d) Community Network / Fundraising

Secretary Report- Danielle

- Family Networking sub committee meeting will be held the second Thursday of each month from 7-9 pm address will be emailed to interested parents- please contact Danielle at 949-378-3002 or by email, SpecialNeeds_OC@yahoo.com

Reports from District –

Executive Director Report – Melanie Hertig

Directors Reports – Erica Hawkes, Director of Operations, Preschool and Elementary

Director Report- Allison Robbins– Director of Operations, Secondary and High School

Committee Reports

Family Network Meeting – our first meeting was small, but did cover some important topics. We are looking into setting up a Facebook page for posting of information about school and community happenings. As members you are asked that as you hear of upcoming events to email the flyer and/or

supplemental information to Danielle, to be posted. Our concerns about a need for more high-functioning /ADHD life skill supportive classes, Social Skills/PEERS usage, and Directed Study programing was brought to the SELPA's attention. Family Networking meeting will combine support group, mentor development and fundraising as topics.

Discussion/Action Items (Chair)

Open discussion

Question:

Response:

Open Responses:

Question:

Response:

Open Responses:

Question:

Response:

Open Responses:

Question:

Response:

Open Responses:

NEXT MEETING-Next year

- Items tabled –

Adjourn Time: am

Motion:

Seconded:

Please either circle the name you wish to vote for or write in the name of the person you wish to nominate for the position.

Position: Chairperson	Position: Vice Chairperson	Position: Secretary	Position: Sub- Committee PTA	Position: Sub- Committee Parent Network	Position: Sub- Committee Legislation	Position: Sub- Committee Community Network
Danielle Wiltchik	Jamie Brandt					

Please either circle the name you wish to vote for or write in the name of the person you wish to nominate for the position.

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