

**IRVINE UNIFIED SCHOOL DISTRICT**  
**Special Education Department**

Community Advisory Committee (CAC) Meeting  
6:00-8:00 pm March 7, 2019  
IUSD District Office – Board Room  
5050 Barranca, Irvine CA  
Minutes  
March 7, 2019

**Call to Order (Chair):** 6:08 pm

**Welcome to Guest**

- Board Member (s): Bernadette Ah-Hing, Robin Cowan, Donna Billimek (shared bios)
- School Board – Sharon Wallin (Absent)
- Program Specialist and District Staff: Melanie Hertig, Stacy Kredel, Allison Robbins, Lisa Torkzadeh, Amy Ochoa, Anna Ziemann, Jessica Conquest, & Stephanie Pettey

**Attendance: Introductions/Roll Call (Chair)** 23 voting members present.

**Reading of last Minutes:** (Chair) Passed our copies for attendees to review.

**Approval of the Agenda and Minutes of the last meeting**

**Agenda:**

Moved by: Robin Cowan

Second by: Jason Howell

Agenda Approval passed: 16 in favor / 0 Nay's

**Minutes:**

Moved by: Robin Cowan

Second by: Donna Billimek

Minutes Approval Passed: 18 in favor / 0 Nay's

**Public Comments (Chair)**

-Chair reviewed The Brown Act for Committees.

- Eight voting members are required for a quorum.
- State guidelines require the agenda be posted 72 hours in advance to the meeting.
- Meetings are open to the public
- Public Comments are open to anyone & should be limited to 3 minutes maximum.

-Chair reviewed Roberts Rules

- One person shall speak at time.

- Chair runs the meeting.
- CAC Board will differ public comments to IUSD Staff for appropriate follow-up & support.
- Items not on the current agenda items will not be discussed but can be requested to be added to the next meeting's agenda allowing the public notice for attendance.

The CAC invites members of the public to present information to the Committee and the 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.

- Parent Donna Billimek expressed the following during the public comments time.
  - Child currently attending ECLC.
  - Requesting more information on the SAI placement change for the Learning Center Model programs at ECLC. (From Mild/Mod to Mild/Severe)
  - Would like to have had updates to IEP's for families that agreed to placement before the changes were made.
  - Chair – directed further action to Melanie Hertig.
- Parent Jennifer Kim expressed the following during the public comments time.
  - Would like to see childcare provided at CAC meetings.
  - Discussed IEP Team Members should have access to routine inclusive training resources. (webinar training available)
  - Discussed clarification on Cal Ed Code sec. 56504 that allows parents to request IEP documents 5 days prior to the IEP.
  - Chair – directed further action to Melanie Hertig.
- Parent Padma Salisbury expressed the following during the public comments time.
  - Would like to see students in SAI placement not moved frequently to different schools each year.
  - Our vulnerable population needs consistency the most.

**-CAC Board Member Report: (Vice Chair)**

- Requested a marketing video be made to help spread awareness of the CAC for parents.

- Requested that IUSD look into interpreters for non-English speaking individuals. (taking into account what population that IUSD serves)
- Requesting that IUSD's guidance on advising on the Local Plan, Service Plan, & Budget Plan.

- **Reports from the District:** (Melanie Hertig)

- Regarding AR Policy 6153, for field trips. Additional language has been added to the existing policy to allow access for all students to attend field trips.
- Principals & Administrative Staff have been informed of the changes to AR Policy 6153.
- A new Easter Seals location in Santa Ana is now open. Some services include: cooking classes, ABA, Adult Day Centers, & Parent Training.
- Assembly Bill 428 (Medina) – Would like CAC to support proposed bill.
- IUSD will be taking a supporting position on AB 428 in May.
- A CAC Brochure is almost completed and will be provided at IUSD IEP's.
- Principal & Psych meeting took place where inclusive practices such as: buddy program, friendship club, coffee cart, disability awareness month & shared practices for students with disabilities were discussed.
- Professional Learning Day- Special Ed presented on topics including: Facilitated IEP's, OT sensory, augmented strategies, Gen Ed roles, trauma, & SLP.
- Adaptive Music – Currently students can choose from wind, vocal, & string. Some pre-teaching sessions have been done for students needing extra support although this process is not wide spread.
- Website Updates – Changes have been made to Facts, IDEA, Acronyms, Conflict Resolution, & CAC Contacts.
- FAQ & Resources are still needed.
- IRDAB board position is currently open.
- Special Education budget review will be available to parents on April 24, 2019 from 9:30-11:00am at the IUSD Learning Center, Room 4. (3387 Barranca Parkway Irvine, CA 92604)

- **Reports from the District:** (Jen O'Malley)

- Facilitated IEP Staff Training will continue through Key 2 Ed. Goal to train all schools by the end of 2019.
- Facilitated IEP Parent Training took place on February 13, 2019. Topics included establishing norms, visual supports, & collaboration for all.
- Regarding Cal Ed Code sec. 56504 that allows parents to request records 5 days before an IEP. IUSD's position is that a student's official record is available after the IEP takes place & is considered a draft prior to an IEP. Drafts are not subject to the Cal Ed Code sec. 56504. IUSD staff is

encouraged to provide draft IEP document as early as possible to parents for review.

- Parents can request a follow-up IEP if needed. IUSD staff is encouraged to schedule additional IEP meetings as quickly as possible.

- **Reports from the District:** (Allison Robbins)

- Directed Classes in Middle School
  - a) IUSD's goal to have Gen Ed as much as possible. (students would push in with support, accommodations, special instruction, & variation of curriculum.)
  - b) Directed courses are determined based on students individualized needs but typically are in the areas of English and Math.
  - c) The needs of the students drive the added classes.

- **Reports from the District:** (Amy Ochoa)

- Continued General Education training is taking place in a series of three trainings. (January, March, & April 2019)
- Topics will include PBIS, Function of Behavior, & Mental Health.

- **Reports from the CAC Board Chair** (Bernadette)

- Chair shared CAC's request to have inclusion & behavioral ad-hoc committees.
- Voting as follows: Inclusion Committee passed 19 in favor / 0 nays.  
Behavioral Committee passed 20 in favor / 0 nays.
- Requested to add the following public comments/cards to May 9, 2019 agenda:
  - ECLC Learning Center Model SAI change without parent notification.
  - Shared concern for some of the students being moved to another school site because the current location does not always support specialized programming for the continuum of K-6<sup>th</sup> grade levels

- **Presentation: Special Needs Trust and Will by Susan Katzen**

**Next Meeting:** May 9, 2019, 9-11am

**Adjourn Time:** 8:32pm      Motion: Donna Billimek / Second: Robin Cowan