

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Agenda

**Meeting Date:** November 16, 2023

**Agenda Item:** 2.0. Approval of Agenda

**Type:** Action

**Recommended Action:** It is requested that the Community Advisory Committee approve the November 16, 2023, agenda as presented.

<b>Introduction:</b>	<b>Notes:</b>

**Protocol:**

- Public Comment
- Board Discussion
- Motion
- Second
- Vote



**Solano County  
Special Education Local Plan Area**

Participants:

Benicia Unified School District  
Dixon Unified School District  
Fairfield-Suisun Unified School District  
Travis Unified School District  
Vacaville Unified School District  
Solano County Office of Education

**Community Advisory Committee (CAC)**

Thursday, November 16, 2023

12:00 – 2:00 p.m.

Blue Rock Springs– SCOE

Persons wishing to address any item on the agenda may do so prior to action being taken on the agenda item by filling out a comment request card. Please limit comments to three minutes.

**AGENDA**

**1. Call to Order**

**2. Approval of Agenda**

**ACTION**

**3. Consent Calendar Items**

**ACTION**

3.1. Approval of Minutes – October 19, 2023

**4. Hilary Baird, State Council on Developmental Disabilities –  
Supported Decision-Making**

**PRESENTATION**

**5. Community Input**

Public groups, site groups, and members of the public may address the CAC at this time. Members of the public will also be allowed the opportunity to speak to specific agenda items prior to CAC action. Statements are generally limited to three (3) minutes.

**6. Reports**

**6.1. Representative Reports**

**INFORMATION**

Benicia USD:

Dixon USD:

Fairfield-Suisun USD:

Travis USD:

Vacaville USD:

Solano COE:

Northbay Regional Center:

Independent Child Advocate:

**6.2 Assistant Superintendent Report**

**INFORMATION**

**7. Old Business**

7.1. CAC Budget

**INFORMATION**

7.2. Fund Raising Strategy Session/Planning

**DISCUSSION**

7.3. CAC Recognition Ceremony

**INFORMATION**

**8. New Business**

8.1. Presentations for 2024

**INFO/ DISCUSSION**

8.2 CAC Holiday Potluck

**INFORMATION**

**Adjournment**

The next CAC meeting will be held on December 14, 2023

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Any writings or documents that are public records and are provided to the SELPA Community Advisory Committee regarding an item on this agenda will be made available for public inspection in the Solano County SELPA office located at 5100 Business Center Dr., Fairfield, CA, during normal business hours. In addition, such writings and documents may be posted on the SELPA's website at [www.SolanoCountySELPA.net](http://www.SolanoCountySELPA.net).

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Consent Calendar Items

**Meeting Date:** November 16, 2023

**Agenda Item:** 3.0. Consent Calendar Items

**Type:** Action

**Recommended Action:** It is requested that the Community Advisory Committee approve all consent calendar items as presented.

<p><b>Introduction:</b></p> <p style="text-align: center;">3.1. October 19, 2023 meeting minutes</p>	<p><b>Notes:</b></p> <p>See attached</p>
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**Protocol:**

- Public Comment
- Board Discussion
- Motion
- Second
- Vote

**Community Advisory Committee Minutes  
October 19th, 2023**

**Board Members Attending:**

Benicia USD: Absent

Dixon USD: Adrian Coulson, Christine Hilsky

Fairfield-Suisun USD: Nicole Smith, Sean Hnatko

Solano COE: Absent

Travis USD: Kristie Ballard, Cathy Dailey

Vacaville USD: Aumrey Moland

Northbay Regional Center: Emily Koehler

Independent Child Advocate: Dr. Amber Busay

Solano County SELPA: Andrew Ownby, Shawna Becker, Kanani Cherry-Houston

**ABSENT** – Erin Biber, Ilah Feeney, Angel Hixson, Kerry Pilley-Purcell, Yadira Rodriguez, Brittany Wallace

**1. Call to Order** – Co-Chair Cathy Dailey called the meeting to order at 12:00 p.m.

**2. Approval of the Agenda for October 19, 2023**

Move to approve the agenda.

Motion by Dr. Amber Busay, second by Nicole Smith

Final Resolution: Motion Carries

Yes: Kristie Ballard, Amber Busay, Adrian Coulson, Cathy Daily, Christine Hilsky, Sean Hnatko, Emily Koehler, Aumrey Moland, Nicole Smith.

**3. Approval of Minutes of September 21, 2023**

Move to approve minutes as presented.

Motion by Kristie Ballard, second by Sean Hnatko

Final Resolution: Motion Carries

Yes: Kristie Ballard, Amber Busay, Adrian Coulson, Cathy Daily, Christine Hilsky, Sean Hnatko, Emily Koehler, Aumrey Moland, Nicole Smith.

**4. Presentation** – Attorney John Carr presented virtually on Special Needs Trusts.

**5. Community Input:** None

**6. Reports**

**6.1. Representative Reports**

**BUSD** - Absent

**DUSD** – No Report

**FSUSD** – Nicole Smith reported Fairfield-Suisun’s second CAC parent representative is going forward for FSUSD Board approval at the next meeting. FSUSD has open positions that include teachers for TAP and SCIL, paraeducators, and various service providers.

**TUSD** – Kristie Ballard reported Travis is still trying to fill teacher positions and one psych position. Their board just approved for TUSD to explore the impact of changing to a 6th-8<sup>th</sup> grade middle school model. They have set the date for their Special Olympics. It will be held April 30, 2024.

**VUSD** – Aumrey Moland reported that Vacaville has spent the last few weeks setting its goals for staff and service providers. One of the goals is to look at how they can best support their students in special education and their families post-Covid. One program they are looking at is the Transitional Academics Program (TAP). They are looking at alternative models and finding ways to include more inclusion opportunities. VUSD Special Education department has been working with their Ed Services department (Gen Ed) and have used a portion of their state grant to support all their teachers in using inclusion practices.

**SCOE** – Absent

**North Bay Regional Center (NBRC)** – Emily Koehler reported they will be hosting a Trunk or Treat on October 31<sup>st</sup> from 4-6 p.m.

**Independent Child Advocate** – Dr. Amber Busay reported that in September, she had 17 new referrals, which put her caseload a little over 40. She expects October to double that number, as she is getting between 5-10 weekly. Amber has been working with parents to help them understand the IEP process and helping to resolve any disputes with the districts or site levels. She and one of the SELPA Coordinators will do a parent night in the spring. It will be presented both in person and virtually.

**6.2 Assistant Superintendents Report-** Andrew Ownby gave an update on the California bills and the Emma C. case affecting special education.

## **7. Old Business**

**7.1. CAC Budget** – No new information.

**7.2. Fund Raising** – Nicole Smith reminded everyone of our fundraiser with Nation’s Giant Hamburgers for October 25<sup>th</sup>. Flyers were emailed, posted to the SELPA website, and included in the CAC meeting packet. The Benicia, Fairfield, and Vacaville locations will all be participating. Participants can order in person or on the app.

**7.3. CAC Recognition Ceremony** – Cathy Dailey and Andrew Ownby explained what the CAC recognition ceremony is about for the community members and new board members. The ceremony will be held May 6<sup>th</sup>, 2024.

## **8. New Business**

**8.1 2023-24 Presentations** – CAC still needs presenters for February, April, and May 2024. Andrew reviewed the upcoming presentations and assured the community members that all CAC meetings are open to the public and the agendas are posted online. Aumrey suggested that many parents request resources for inclusive recreation programs for summer. Shawna will contact Alexis Lynch about presenting on conservatorship again.

Meeting adjourned at 1:12 p.m.

Meeting minutes were prepared by Shawna Becker and reviewed by Andrew Ownby.

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Presentation

**Meeting Date:** November 16, 2023

**Agenda Item:** 4.0 Presentation

**Type:** Presentation

**Introduction:**

Supported Decision Making – Hilary Baird, State Council on  
Developmental Disabilities (SCDD)

**Council of Superintendents  
Solano County SELPA**

**Subject:** Community Input

**Meeting Date:** November 16, 2023

**Agenda Item:** 5.0. Community Input

**Type:** Public Comment

<p><b>Introduction:</b></p> <p>Public groups, site groups, and members of the public may address the CAC at this time. Members of the public will also be allowed the opportunity to speak to specific agenda items prior to CAC action. Statements are generally limited to three (3) minutes.</p>	<p><b>Notes:</b></p>
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**Protocol:**  
Public Comment



**Community Advisory Committee  
Solano County SELPA**

**Subject:** Reports

**Meeting Date:** November 16, 2023

**Agenda Item:** 6.0 Reports

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
6.1 Representative Reports  6.2 Assistant Superintendent's Report	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Reports

**Meeting Date:** November 16, 2023

**Agenda Item:** 6.1. Representative Reports

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
<ul style="list-style-type: none"><li>• Member districts and Agency representatives will provide an update on their latest developments and activities.</li> <li>• Benicia USD</li> <li>• Dixon USD</li> <li>• Fairfield-Suisun USD</li> <li>• Travis USD</li> <li>• Vacaville USD</li> <li>• Solano COE</li> <li>• Northbay Regional Center</li> <li>• Independent Child Advocate</li></ul>	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Reports

**Meeting Date:** November 16, 2023

**Agenda Item:** 6.2. Assistant Superintendent's Report

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
<ul style="list-style-type: none"><li data-bbox="256 814 1036 890">• The Assistant Superintendent will provide a brief update on the Solano County SELPA's activities.</li></ul>	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Old Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 7.0 Old Business

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
7.1 CAC Budget  7.2 Fundraising Strategy Session/Planning  7.3 CAC Recognition Ceremony	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** SELPA Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 7.1. Annual CAC 2023-2024 Budget

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
<p>See Attached Budget - Funds were added from the Nation's Giant Hamburgers fundraiser held on October 25<sup>th</sup>.</p>	

**2023-24 CAC Recognition Budget (Approximation)**

	Qty. Needed	Cost	Total		Starting Balance	7/1/2023	Carry Over	
<b>Awards</b>								\$ 1,509.42
Star Plaque	46	7.55	\$347.30				Nation's Giant Hamburger	
Extra Lettering (\$ 10 each)	2	0.20	\$0.20			10/25/2023	Fundraiser	\$470.34
		Shipping	\$55.00					
Certificates	46	27.09	\$0.00					
<b>Sub-Total Awards</b>			<b>\$402.50</b>					
Canva Slide Show			\$0.00					
<b>Sub -Total Award Slideshow</b>			<b>\$ -</b>					
					<b>Current Balance</b>			<b>\$1,979.76</b>
Program Duplication	200.00	62.50	\$ 62.50					
<b>Sub-Total Duplication</b>			<b>\$62.50</b>					
Refreshments-Drinks (waters)	200.00	27.00	\$0.00					
Refreshments-Cookies	300.00	150.00	\$ 150.00				Donated by SELPA	
<b>Sub-Total Refreshments</b>			<b>\$150.00</b>					
<b>Total</b>			<b>\$615.00</b>					

**Community Advisory Committee  
Solano County SELPA**

**Subject:** SELPA Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 7.2. Fundraising

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
<p>\$470.34 was raised from the Nation's Giant Hamburger fundraiser.</p>	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** SELPA Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 7.3. CAC Recognition Ceremony

**Type:** Information

**Introduction:**

- The Recognition Ceremony will be held on May 6, 2024.
- The link for nominations is on the SELPA website
- 0 nominations have been received



**Community Advisory Committee  
Solano County SELPA**

**Subject:** New Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 8.0 New Business

**Type:** Information/Discussion

<b>Introduction:</b>	<b>Notes:</b>
8.1 Presentations for 2024  8.2 CAC Holiday Potluck	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** New Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 8.1 2023-24 Presentations

**Type:** Discussion

<b>Introduction:</b>	<b>Notes:</b>
<ul style="list-style-type: none"><li>• CAC still needs presenters for the February, April and May 2024 meetings.</li></ul>	

**2023-2024 Community Advisory Committee (CAC) Presentation Schedule**

<b>Date:</b>	<b>Agency/Group Presentation:</b>
August 17, 2023	Dr. Amber Busay -Who I Am, and What is an Independent Child Advocate.
September 21, 2023	Deborah Simms NBRC- IPP
October 19, 2023	Special Needs Trusts- Zoom
November 16, 2023	Hilary Baird SCDD - Supported Decision Making
December 14, 2023	CAC Holiday Potluck
January 18, 2024	Alyssa DiFilippo, PHP- Connecting California
February 15, 2024	
March 21, 2024	Alexis Lynch - Conservatorship
April 18, 2024	
<b>*Monday, May 6, 2024</b> Recognition Ceremony	
May 16, 2024	
June 20, 2024 (If needed)	No Presentation

**Community Advisory Committee  
Solano County SELPA**

**Subject:** SELPA Business

**Meeting Date:** November 16, 2023

**Agenda Item:** 8.2 Holiday Potluck December 14, 2023

**Type:** Information

<p><b>Introduction:</b></p> <p>Holiday Pot Luck sign-up sheet</p>	<p><b>Notes:</b></p>
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**2023-2024 Community Advisory Committee (CAC) Meeting Schedule**

<b>Date:</b>	<b>Location:</b>	<b>Administrative Liaison:</b>	<b>Agency/Group Presentation:</b>
August 17, 2023	Blue Rock Springs Room	Siobhan Dill – SCOE	Dr. Amber Busay -Who I Am, and What is an Independent Child Advocate.
September 21, 2023	Blue Rock Springs Room	Deanna Brownlee -TUSD	Deborah Simms NBRC- IPP
October 19, 2023	Blue Rock Springs Room	Aumrey Moland – VUSD	Special Needs Trusts- Zoom
November 16, 2023	Blue Rock Springs Room	Steve Phillips – BUSD	Hilary Baird SCDD - Supported Decision Making
December 14, 2023	Blue Rock Springs Room	Jennifer Austin – DUSD	CAC Holiday Potluck
January 18, 2024	Blue Rock Springs Room	Stavros Gougounis – FSUSD	Alyssa DiFilippo PHP - Connecting California
February 15, 2024	Blue Rock Springs Room	Steve Phillips – BUSD	
March 21, 2024	Blue Rock Springs Room	Aumrey Moland – VUSD	Alexis Lynch - Conservatorship
April 18, 2024	Blue Rock Springs Room	Siobhan Dill – SCOE	
* <b>Monday, May 6, 2024</b> Recognition Ceremony	All 3 rooms	*****	*****
May 16, 2024	Blue Rock Springs Room	Jennifer Austin - DUSD	
June 20, 2024 (If needed)	Blue Rock Springs Room		