

**Community Advisory Committee
Solano County SELPA**

Subject: Agenda

Meeting Date: May 16, 2024

Agenda Item: 2.0. Approval of Agenda

Type: Action

Recommended Action: It is requested that the Community Advisory Committee approve the April 18, 2024, agenda as presented.

Introduction:	Notes:

- 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, May 16, 2024

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 – April 18, 2024

4. Presentation – Found It! - Presented by Alexis Jarreau

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

7.2. CAC Recognition Ceremony

7.3. Legislative Sharing Day 2024

7.4. 2024-25 [Annual Service Plan/Annual Budget Plan](#)

Pursuant to Ed Code 56205, the Annual Service Plan and Annual Budget Plan are provided to CAC for 30-day review and comment prior to adoption by the Council of Superintendents at their May 23rd meeting

**INFORMATION
INFORMATION
INFORMATION
INFORMATION**

8. New Business

8.1 2024-25 Presentations

8.2 Direction on June 20, 2024, Meeting

**DISCUSSION
ACTION**

Adjournment

The next CAC meeting will be held on June 20th or August 22nd, 2024

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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

**Community Advisory Committee
Solano County SELPA**

Subject: Consent Calendar Items

Meeting Date: May 16, 2024

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>Introduction:</p> <p style="text-align: center;">3.1. April 18, 2024 meeting minutes</p>	<p>Notes:</p> <p>See attached</p>
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- Protocol:**
- Public Comment
 - Board Discussion
 - Motion
 - Second
 - Vote

**Community Advisory Committee Minutes
April 18, 2024**

Board Members Attending:

Benicia USD: Absent

Dixon USD: Adrian Coulson, Christine Hilsky

Fairfield-Suisun USD: Melissa Guevara, Shawn Hnatko, Nicole Smith

Solano COE: Siobhan Dill, Ilah Feeney

Travis USD: Kristie Ballard, Catherine Dailey (late arrival)

Vacaville USD: Kerry Pilley-Purcell, Angel Hixson

Northbay Regional Center: Emily Koehler

Independent Child Advocate: Amber Busay (late arrival)

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

ABSENT – Erin Biber, Laurie Mireles, and Brittany Wallace

1. Call to Order – Kerry Pilley-Purcell called the meeting to order at 12:00 p.m.

2. Approval of the Agenda for April 18, 2024

Move to approve the agenda.

Motion by Ilah Feeney, second by Angel Hixson

Final Resolution: Motion Carries

Yes: Kristie Ballard, Adrian Coulson, Siobhan Dill, Ilah Feeney, Melissa Guevara, Christine Hilsky, Angel Hixson, Shawn Hnatko, Emily Koehler, Kerry Pilley-Purcell, and Nicole Smith.

3. Approval of Minutes of March 21, 2024

Move to approve minutes as presented.

Motion by Melissa Guevara, second by Kristie Ballard

Final Resolution: Motion Carries

Yes: Kristie Ballard, Adrian Coulson, Siobhan Dill, Ilah Feeney, Melissa Guevara, Christine Hilsky, Angel Hixson, Shawn Hnatko, Emily Koehler, Kerry Pilley-Purcell, and Nicole Smith.

4. Community Input: Introduction of the CAC Board to attending community members. Tobias Weare from the State Council for Developmental Disabilities provided flyers on emergency preparedness.

5. Reports

5.1. Representative Reports

BUSD – Absent

DUSD – Christine Hilsky reported that Dixon is ready for the Extended School Year (ESY). They are also fully staffed for next year (24-25).

FSUSD – Nicole Smith reported that FSUSD is still hiring some positions for their ESY. They have hired an influx of paraprofessionals for the next school year. FSUSD will be providing a Special Education “Boot Camp” for all teachers. They are also planning to meet with their special education teachers monthly during the next school year.

TUSD - Kristie Ballard reported that TUSD is fully staffed for their upcoming ESY. TUSD will be hosting its Special Olympics on April 30th. They celebrated Military Children at their Foxboro site. TUSD also had an event called “Red Instead” to raise autism awareness. Travis had a parent training on Wednesday, April 17th that went well. They are celebrating the return of three students from Non-Public Schools to their comprehensive campus’ next year!

VUSD – Angel Hixson reported that VUSD is ready for their ESY. They are busily prepping for the 24-25 school year. Vacaville representatives will be attending the “Be You” event at Play for All park in Vacaville on April 28th from 1-4 p.m.

SCOE – Siobhan Dill reported that SCOE is still looking for an occupational therapist and speech therapist for the next school year. Ilah Feeney will be retiring at the end of the current school year, and Pamela Brinkerhoff will be taking her place on the CAC Board. SCOE will be hosting its Adult Student Talent Show at the end of the school year. They will also be hosting a transition fair at Golden Hills for parents with students aged sixteen and over.

North Bay Regional Center (NBRC) –Emily Koehler reported that NBRC will be holding their April Focus Groups both in-person and by Zoom on April 26th. The subject is social-sexual education for people with developmental disabilities. May 8th will be their Spring Info Session. NBRC will be holding a self-determination workshop in Napa on Wednesday, June 5th. Flyers were provided for all the above workshops.

Independent Child Advocate – Dr. Amber Busay reported that she has been attending a lot of IEPs. She and the Solano SELPA will be hosting a Parent Training night on April 18th. It is being provided in person and via Zoom. In-person RSVPs have reached room capacity. She will be attending the “Be You” event in Vacaville and will be participating in Travis Air Force Base’s Autism Walk.

6. Presentation – Katherine Reyes, Carly Davis, and Josh Davis presented on their non-profit “Community Access and Empowerment.”

7. Assistant Superintendent Report- Andrew Ownby presented an update on the Solano County SELPA’s latest developments. Andrew highlighted legislation related to special education, CDE compliance improvement monitoring and technical assistance support the SELPA provides its member districts, including professional learning activities.

8. Old Business

8.1. CAC Budget – No changes

8.2. CAC Recognition Ceremony – The ceremony will be held on May 6, 2024. There were a total of fifty-two nominations.

8.3 LEG Day – Legislative Sharing Day will be held on May 1st. SELPA has appointments to visit with Assemblymember Lori Wilson and Senator Bill Dodd.

9. New Business

9.1 Approval of the 2024-25 CAC Meeting Schedule

Move to approve the meeting schedule.

Motion by Melissa Guevara, second by Dr. Amber Busay

Final Resolution: Motion Carries

Yes: Kristie Ballard, Dr. Amber Busay, Adrian Coulson, Cathy Dailey, Siobhan Dill, Ilah Feeney, Melissa Guevara, Christine Hilsky, Angel Hixson, Shawn Hnatko, Emily Koehler, Kerry Pilley-Purcell, and Nicole Smith.

9.2 Appointment of 2024-25 CAC Chairperson/Co-Chairperson

Move for Kerry Pilley-Purcell and Cathy Dailey to continue as Co-Chairpeople.

Motion by Angel Hixson, second by Dr. Amber Busay

Final Resolution: Motion Carries

Yes: Kristie Ballard, Dr. Amber Busay, Adrian Coulson, Cathy Dailey, Siobhan Dill, Ilah Feeney, Melissa Guevara, Christine Hilsky, Angel Hixson, Shawn Hnatko, Emily Koehler, Kerry Pilley-Purcell, and Nicole Smith.

9.3 2024-25 Annual Service Plan/Annual Budget Plan

Pursuant to Ed Code 56205, the Annual Service Plan and Annual Budget Plan are provided to CAC for 30-day review and comment prior to adoption by the Council of Superintendents at their May 23rd meeting.

The meeting was adjourned at 1:11 p.m.

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

DRAFT

**Community Advisory Committee
Solano County SELPA**

Subject: Presentation

Meeting Date: May 16, 2024

Agenda Item: 4.0 Presentation

Type: Presentation

Found It! - Presented by Alexis Jarreau

**Council of Superintendents
Solano County SELPA**

Subject: Community Input

Meeting Date: May 16, 2024

Agenda Item: 5.0. Community Input

Type: Public Comment

<p>Introduction:</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>Notes:</p>
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Protocol:

Public Comment

**Community Advisory Committee
Solano County SELPA**

Subject: Reports

Meeting Date: May 16, 2024

Agenda Item: 6.0 Reports

Type: Information

<p>Introduction:</p> <p>6.1 Representative Reports 6.2 Assistant Superintendent’s Report</p>	<p>Notes:</p>
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**Community Advisory Committee
Solano County SELPA**

Subject: Reports

Meeting Date: May 16, 2024

Agenda Item: 6.1. Representative Reports

Type: Information

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

**Community Advisory Committee
Solano County SELPA**

Subject: Assistant Superintendent’s Report

Meeting Date: May 16, 2024

Agenda Item: 6.2. Assistant Superintendent’s Report

Type: Information

<p>Introduction:</p> <ul style="list-style-type: none">• The Assistant Superintendent will provide a brief update on the Solano County SELPA’s activities.	<p>Notes:</p>
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**Community Advisory Committee
Solano County SELPA**

Subject: Old Business

Meeting Date: May 16, 2024

Agenda Item: 7.0. Old Business

Type: Information

Introduction:	Notes:
7.1 CAC Budget 7.2 CAC Recognition Ceremony 7.3 Legislative Sharing Day 2024 7.4 2024-25 Annual Service Plan/Annual Budget Plan	

**Community Advisory Committee
Solano County SELPA**

Subject: SELPA Business

Meeting Date: May 16, 2024

Agenda Item: 7.1. Annual CAC 2023-2024 Budget

Type: Information

<p>Introduction:</p> <p>See attached budget</p>	<p>Notes:</p>
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2023-24 CAC Recognition Budget (Approximation)

	Qty. Needed	Cost	Total						
Awards						Starting Balance	7/1/2023	Carry Over	\$ 1,509.42
Star Plaque	49	7.55	\$369.95				10/25/2023	Nation's Giant Hamburger Fundraiser	\$470.34
Extra Lettering (\$.10 each)	0	0.20	\$0.00						
		Shipping	\$67.75						
Certificates	49	59.60	\$59.60						
Sub-Total Awards			\$497.30						
						Current Balance			\$1,979.76
Program Duplication	150.00	57.80	\$ 57.80				5/6/2024	Award Ceremony	\$705.10
Sub-Total Duplication			\$ 57.80					<i>Estimated Ending Balance</i>	<i>\$1,274.66</i>
Refreshments-Drinks (waters)	200.00	27.00	\$0.00	Donated by SELPA					
Refreshments-Cookies	300.00	150.00	\$ 150.00						
Sub-Total Refreshments			\$150.00						
Total			\$705.10						

**Community Advisory Committee
Solano County SELPA**

Subject: SELPA Business

Meeting Date: May 16, 2024

Agenda Item: 7.2. CAC Recognition Ceremony

Type: Information

Introduction:

- The Recognition Ceremony was held on May 6, 2024.
- Thank you to all who helped set up and run the event.
- We had a record of 177 attendees.
26-BUSD, 11-DUSD, 80-FSUSD, 13-SCOE, 24-TUSD,
14-VUSD, 9-Other

**Community Advisory Committee
Solano County SELPA**

Subject: SELPA Business

Meeting Date: May 16, 2024

Agenda Item: 7.3. Legislative Information Day

Type: Information

<p>Introduction:</p> <p>Update on the SELPA LEG Day held Wednesday, May 1st.</p>	<p>Notes:</p>
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**Community Advisory Committee
Solano County SELPA**

Subject: Old Business

Meeting Date: May 16, 2024

Agenda Item: 7.4. 2024-2025 Annual Service Plan & Annual Budget

Plan Type: Information

<p>Introduction:</p> <p>Proposed 2024-2025</p> <p>Annual Service Plan</p> <p>Annual Budget Plan</p>	<p>Notes:</p>
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**Community Advisory Committee
Solano County SELPA**

Subject: New Business

Meeting Date: May 16, 2024

Agenda Item: 8.0 New Business

Type: Information/Discussion

Introduction:	Notes:
8.1 2024-25 Presentations 8.2 Direction on June 20, 2024, Meeting	

**Community Advisory Committee
Solano County SELPA**

Subject: New Business

Meeting Date: May 16, 2024

Agenda Item: 8.1 2024-25 Presentations

Type: Discussion

<p>Introduction:</p> <p>Presentations for the 2024-25 school year</p>	<p>Notes:</p>
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2024-2025 Community Advisory Committee (CAC) Presentation Schedule

Date:	Agency/Group Presentation:
August 22, 2024	
September 19, 2024	
October 17, 2024	
November 21, 2024	
December 19, 2024	Holiday Potluck
January 16, 2025	
February 27, 2025	
March 20, 2025	
April 17, 2025	
* Monday , May 5, 2025 Recognition Ceremony	Award Ceremony
May 15, 2025	
June 26, 2025 (If needed)	No Presentation

**Community Advisory Committee
Solano County SELPA**

Subject: New Business

Meeting Date: Direction on June 20, 2024, Meeting

Agenda Item: 8.2. Direction on June 20, 2024, Meeting

Type: Action

Recommended Action: It is requested that the Community Advisory Committee provide direction on the June 20, 2024, meeting.

<p>Introduction:</p> <ul style="list-style-type: none">Historically, the CAC has canceled the June meeting when it has completed the required tasks for the year. With the outcome of today’s meeting, the CAC has likely finished all the required activities for the 2023-24 school year, and it is at the discretion of the CAC to maintain or cancel the June 20, 2024. meeting.	<p>Notes:</p>
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- Protocol:**
- Public Comment
 - Board Discussion
 - Motion
 - Second
 - Vote