

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Agenda

**Meeting Date:** August 22, 2024

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

**Type:** Action

**Recommended Action:** It is requested that the Community Advisory Committee approve the August 22, 2024, 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, August 22, 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 – May 16, 2024

**4. Dr. Amber Busay – What Is an Independent Child Advocate?**

**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. 2024-25 Presentations

**INFORMATION  
INFORMATION  
DISCUSSION**

**Adjournment**

The next CAC meeting will be held on September 19, 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](http://www.SolanoCountySELPA.net)

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Consent Calendar Items

**Meeting Date:** August 22, 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><b>Introduction:</b></p> <p style="text-align: center;">3.1. May 16, 2024 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  
May 18, 2023**

**Board Members Attending:**

Benicia USD: Absent

Dixon USD: Absent

Fairfield-Suisun USD: Nicole Smith, Sean Hnatko

Solano COE: Ilah Feeney

Travis USD: Cathy Daily, Kristie Ballard

Vacaville USD: Kerry Pilley-Purcell, Monica Hurtado

Northbay Regional Center: Deborah Simms

Solano County SELPA: Andrew Ownby, Shawna Becker, Delaney Chapman-Neevel

**ABSENT** – Erin Biber, Yadira Rodriguez, Brittany Wallace, Angel Hixson

**1. Call to Order** –Co-Chair Kerry Pilley-Purcell called the meeting to order at 12:01 pm.

**2. Approval of the Agenda for May 18, 2023**

Move to approve the agenda.

Motion by Amber Busay, second by Kristie Ballard

Final Resolution: Motion Carries

Yes: Nicole Smith, Sean Hnatko, Cathy Daily, Kristie Ballard, Monica Hurtado, Kerry Pilley-Purcell, Amber Busay, Ilah Feeney, and Deborah Simms.

**3. Approval of Minutes of April 20, 2023**

Move to approve minutes as presented.

Motion by Nicole Smith, second by Kristie Ballard

Final Resolution: Motion Carries

Yes: Nicole Smith, Sean Hnatko, Cathy Daily, Kristie Ballard, Monica Hurtado, Kerry Pilley-Purcell, Amber Busay, Ilah Feeney, and Deborah Simms.

**4. Presentation** – No presentation was scheduled for the May meeting.

**5. Community Input:** Mrs. Hilary Baird introduced herself. She is from the State Council for Developmental Disabilities and the Vallejo CAC. She will be replacing Tobias Weare.

**6. Reports**

**6.1. Representative Reports**

**BUSD** – No representative

**DUSD** – No representative

**FSUSD** – Nicole Smith reported they are opening two elementary PERL classes in 23/24, ESY, and the upcoming APE Prom.

**TUSD** – Kristie Ballard reported on the Special Olympics, recruitment, ESY, and their students' excitement to attend FSUSD's Prom.

**VUSD** – Monica Hurtado reported on state monitoring and that the Brown's Valley PTA hired a limo bus for the FA class to go to the May Fair when their transportation fell through.

**SCOE** – Ilah Feeney reported on the adult program talent show, recruitment, and their student's excitement for the prom.

**North Bay Regional Center (NBRC)** – Deborah Simms reported they will be continuing to hold focus groups in both English and Spanish to learn how they can provide better support. They will be starting a new group for children ages 3-6 on July 1<sup>st</sup>, 2023.

**Independent Child Advocate** – Dr. Amber Busay reported 23 parents had contacted her.

**6.2 Assistant Superintendents Report-** Andrew Ownby gave an update on the California bills and Supreme Court cases affecting special education.

## **7. Old Business**

**7.1. CAC Budget** – New Budget information was provided showing the expenses for the CAC Awards.

**7.2. Fund Raising** – Nicole Smith reported that Mary’s has not yet contacted her with the amount the CAC raised.

**7.3. 2022-23 Presentations** – Tentative presentations were scheduled through November 2023.

**7.4. 2022-23 CAC Recognition Ceremony** – Andrew Ownby shared the district photos of the CAC award Ceremony.

**7.5 Legislative Information Day-** SELPA group reported that it was fun and informative.

### **7.6 Direction on June 22, 2023, meeting**

Move to cancel the meeting, pending the Council of Superintendents canceling their June meeting.

Motion by Kristie Ballard, second by Ilah Feeney.

Final Resolution: Motion Carries

Yes: Nicole Smith, Sean Hnatko, Cathy Daily, Kristie Ballard, Monica Hurtado, Kerry Pilley-Purcell, Amber Busay, Ilah Feeney, and Deborah Simms.

**7.7 2023-24 Solano County SELPA Local Plan-** The final review and potential approval will take place at a public hearing at the May 25, 2023, COS meeting. The 30-day window for CAC to provide comment on the Local Plan has closed.

#### **7.7.1 Annual Budget Plan, Annual Service Plan, and Attachments**

#### **7.7.2 Section B: Governance and Administration**

#### **7.7.3 Local Plan Narrative**

Meeting adjourned at 12:43 p.m.

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

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Presentation

**Meeting Date:** August 22, 2024

**Agenda Item:** 4.0 Presentation

**Type:** Presentation

**Introduction:**

Dr. Amber Busay – What Is an Independent Child Advocate?

**Council of Superintendents  
Solano County SELPA**

**Subject:** Community Input

**Meeting Date:** August 22, 2024

**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:** August 22, 2024

**Agenda Item:** 6.0 Reports

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
<p data-bbox="204 835 553 867">6.1 Representative Reports</p> <ul data-bbox="253 884 1049 953" style="list-style-type: none"><li data-bbox="253 884 1049 953">• Member districts and Agency representatives will provide an update on their latest developments and activities.</li></ul> <p data-bbox="204 1031 699 1062">6.2 Assistant Superintendent’s Report</p> <ul data-bbox="253 1094 1032 1163" style="list-style-type: none"><li data-bbox="253 1094 1032 1163">• The Assistant Superintendent will provide a brief update on the Solano County SELPA’s activities.</li></ul>	

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Reports

**Meeting Date:** August 22, 2024

**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:** Assistant Superintendent’s Report

**Meeting Date:** August 22, 2024

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

**Type:** Information

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

**Subject:** Old Business

**Meeting Date:** August 22, 2024

**Agenda Item:** 7.0. Old Business

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
7.1 CAC Budget	<i>See attached</i>
7.2 CAC Recognition Ceremony	
7.3 2024-2025 Presentations	<i>See attached</i>

**Community Advisory Committee  
Solano County SELPA**

**Subject:** SELPA Business

**Meeting Date:** August 22, 2024

**Agenda Item:** 7.1. Annual CAC 2024-2025

**Budget Type:** Information

<p><b>Introduction:</b></p> <p>See attached budget</p>	<p><b>Notes:</b></p>
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2024-25 CAC Recognition Budget (Approximation)									
	Qty. Needed	Cost	Total						
<b>Awards</b>						<b>Starting Balance</b>	7/1/2024	Carry Over	\$ 1,274.66
Star Plaque									
Extra Lettering (\$.10 each)									
		Shipping							
Certificates			\$0.00						
<b>Sub-Total Awards</b>			<b>\$0.00</b>						
						<b>Current Balance</b>			<b>\$1,274.66</b>
Program Duplication			\$ -					<i>Estimated Award Ceremony Costs</i>	\$0.00
<b>Sub-Total Duplication</b>			<b>\$ -</b>					<i>Estimated Ending Balance</i>	<i>\$1,274.66</i>
Refreshments-Drinks (waters)			\$0.00	Donated by SELPA					
Refreshments-Cookies			\$ -						
<b>Sub-Total Refreshments</b>			<b>\$0.00</b>						
<b>Total</b>			<b>\$0.00</b>						

**Community Advisory Committee  
Solano County SELPA**

**Subject:** SELPA Business

**Meeting Date:** August 22, 2024

**Agenda Item:** 7.2. CAC Recognition Ceremony

**Type:** Information

**Introduction:**

- The Recognition Ceremony will be held on May 5, 2025.
- The deadline for submissions is Wednesday, March 12, 2025..
- Save the Date was sent out on August 13, 2024.

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Old Business

**Meeting Date:** August 22, 2024

**Agenda Item:** 7.3 2024-25 Presentations

**Type:** Discussion

<p><b>Introduction:</b></p> <ul style="list-style-type: none"><li>• Presenters needed for September through May 2024-2025.</li></ul>	<p><b>Notes:</b></p>
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## 2024-2025 Community Advisory Committee (CAC) Presentation Schedule

Date:	Agency/Group Presentation:
August 22, 2024	Dr. Amber Busay - What Is an Independent Child Advocate
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	
* <b>Monday</b> , May 5, 2025 Recognition Ceremony	Award Ceremony
May 15, 2025	
June 26, 2025 (If needed)	No Presentation