

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Agenda

**Meeting Date:** September 19, 2024

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

**Type:** Action

**Recommended Action:** It is requested that the Community Advisory Committee approve the September 19, 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, September 19, 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 – August 22, 2024

**4. Home Sweet Hygiene– At-Home Dental Hygiene Visits**

**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. Fundraising
- 7.2. CAC Recognition Ceremony
- 7.3. 2024-25 Presentations

**INFORMATION  
INFORMATION  
DISCUSSION**

**Adjournment**

The next CAC meeting will be held on October 17, 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:** September 19, 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>3.1. August 22,2024 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  
August 22, 2024**

**Board Members Attending:**

Benicia USD: Erin Biber

Dixon USD: Adrian Coulson, Christine Hilsky

Fairfield-Suisun USD: Melissa Guevara, Nicole Smith

Solano COE: Pamela Brinkerhoff

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

Vacaville USD: Angel Hixson, Kerry Pilley-Purcell

Northbay Regional Center: Emily Koehler

Independent Child Advocate: Dr. Amber Busay

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

**ABSENT** – Shawn Hnatko, Laurie Mireles, Brittany Wallace

**1. Call to Order** – Kerry Pilley-Purcell called the meeting to order at 12:03 p.m.

**2. Presentation** – Dr. Amber Busay presented on “Being Your Child’s Best Advocate.”

**3. Approval of the Agenda for August 22, 2024**

Move to approve the agenda.

Motion by Dr. Amber Busay, second by Melissa Guevara

Final Resolution: Motion Carries

Yes: Kristie Ballard, Erin Biber, Pamela Brinkerhoff, Dr. Amber Busay, Adrian Coulson, Melissa Guevara, Christine Hilsky, Angel Hixson, Emily Koehler, Kerry Pilley-Purcell and Nicole Smith.

**4. Approval of Minutes of May 16th, 2024**

Move to approve minutes as presented.

Motion by Nicole Smith, second by Kristie Ballard

Final Resolution: Motion Carries

Yes: Kristie Ballard, Erin Biber, Pamela Brinkerhoff, Dr. Amber Busay, Adrian Coulson, Melissa Guevara, Christine Hilsky, Angel Hixson, Emily Koehler, Kerry Pilley-Purcell and Nicole Smith.

**5. Community Input:** Introduction of the CAC Board to attending community members. Tobias Weare from the State Council for Developmental Disabilities provided flyers on upcoming SCDD trainings.

**6. Reports**

**6.1. Representative Reports**

**BUSD** – Erin Biber reported that Benicia USD has hired new teachers and paraeducators. They currently only need a resource teacher at the high school and one paraeducator.

**DUSD** – No report was given to the representatives.

**FSUSD** – Nicole Smith reported that FSUSD is in a better position than it was previously with its teachers and paraeducators. They were able to hire 150 new teachers. They have contracted for some of their paraeducators. FSUSD currently has eight special education openings. They held a Special Education 101 Bootcamp for 25 of their new teachers. FSUSD will also be returning to monthly meetings for special education teaching staff.

**TUSD** - Kristie Ballard reported that TUSD has hired new special education teachers. They currently have two to three teacher positions open and a few paraeducator positions as well.

**VUSD** –Kerry Pilley-Purcell reported that VUSD is working closely with the Solano County SELPA to provide professional development opportunities for their staff. Paraeducator positions are projected to be filled.

**SCOE** – Pamela Brinkerhoff reported that SCOE is almost fully staffed. TC McDaniel’s new playground was just completed. SCOE is tracking its staff training data more closely. Almost everyone is up to date.

**North Bay Regional Center (NBRC)** –Emily Koehler reported that NBRC will be holding a community outreach event in Santa Rosa in September. More details are available on their website.

**Independent Child Advocate** – Dr. Amber Busay reported that she attended both the NBRC Fun Fest and the FSUSD Back to School Resource Fair. She was able to meet and speak with many families. She will be presenting at SCOE’s Early Childhood Education (ECE) training.

**6.2 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.

## **7. Old Business**

**7.1. CAC Budget** – No changes

**7.2. CAC Recognition Ceremony** – The ceremony will be held on May 5, 2025. Save the Date flyers have gone out. Nominations are live on the Solano County SELPA website. The deadline for submissions is Wednesday, March 12, 2025.

**7.3 2024-25 Presentations** – Presenters are needed for September, and November through May.

The meeting was adjourned at 1:16 p.m.

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

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Presentation

**Meeting Date:** September 19, 2024

**Agenda Item:** 4.0 Presentation

**Type:** Presentation

**Introduction:**

Lindsey Vizcay – Home Sweet Hygiene

**Council of Superintendents  
Solano County SELPA**

**Subject:** Community Input

**Meeting Date:** September 19, 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:** September 19, 2024

**Agenda Item:** 6.0 Reports

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
<p data-bbox="207 816 553 848">6.1 Representative Reports</p> <ul data-bbox="256 863 1040 932" style="list-style-type: none"><li data-bbox="256 863 1040 932">• Member districts and Agency representatives will provide an update on their latest developments and activities.</li></ul> <p data-bbox="207 1010 695 1041">6.2 Assistant Superintendent’s Report</p> <ul data-bbox="256 1077 1024 1146" style="list-style-type: none"><li data-bbox="256 1077 1024 1146">• 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:** September 19, 2024

**Agenda Item:** 6.1. Representative Reports

**Type:** Information

<p><b>Introduction:</b></p> <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>	<p><b>Notes:</b></p>
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**Community Advisory Committee  
Solano County SELPA**

**Subject:** Assistant Superintendent’s Report

**Meeting Date:** September 19, 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:** September 19, 2024

**Agenda Item:** 7.0. Old Business

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
7.1 Fundraising 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:** September 19, 2024

**Agenda Item:** 7.1. CAC Fundraising

**Type:** Information

<b>Introduction:</b>	<b>Notes:</b>
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## Community Advisory Committee Solano County SELPA

**Subject:** SELPA Business

**Meeting Date:** September 19, 2024

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

**Type:** Information

### **Introduction:**

- The Recognition Ceremony will be held on May 5, 2025.
- We currently have 6 nominees. 3-SCOE and 3-TUSD.
- The deadline for submissions is Wednesday, March 12, 2025.

**Community Advisory Committee  
Solano County SELPA**

**Subject:** Old Business

**Meeting Date:** September 19, 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<ul style="list-style-type: none"><li>○ November 2024</li><li>○ February 2025</li><li>○ March 2025</li><li>○ April 2025</li><li>○ May 2025</li></ul></li></ul>	<p><b>Notes:</b></p> <p><i>See attached</i></p>
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## 2024-2025 Community Advisory Committee (CAC) Presentation Schedule

Date:	Agency/Group Presentation:
September 19, 2024	Dr. Amber Busay - What Is an Independent Child Advocate
September 19, 2024	Lindsey Vizcay - Home Sweet Hygiene
October 17, 2024	Steve Collins – Adaptive Driving
November 21, 2024	
December 19, 2024	Holiday Potluck
January 16, 2025	Alexis Lynch - Conservatorship
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



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>						