Community Advisory Committee
Solano County SELPA

Subject: Agenda

Meeting Date: October 15, 2026

Agenda Item: 2.0. Approval of Agenda

Type: Action

Recommended Action: It is requested that the Community Advisory Committee approve the October 15, 2026, 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, October 15, 2026
12:00 – 1:30 p.m.
Waterman– SCOE

This meeting will be live-streamed and available at:

- Zoom link: https://solanocoe.zoom.us/j/99960432333?pwd=albioHP3JyYpnGVvWUqkjWlaagqbaY.1
  Passcode: SELPA
  Webinar ID: 999 6043 2333

- Please note that we are not able to accommodate virtual participation. The features to raise a hand, ask questions, or chat are not available for this meeting.

AGENDA

1. **Call to Order**

2. **Approval of Agenda** **ACTION**

3. **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.

4. **Consent Calendar Items** **ACTION**
   4.1. Approval of Minutes –September 17, 2026

5. **Presentation: Attorney Alexis Lynch – Supported Decision Making and Conservatorship** **PRESENTATION**

6. **Reports**
   6.1. Representative Reports **INFORMATION**
   Benicia USD:
   Dixon USD:
   Fairfield-Suisun USD:
   Travis USD:
   Vacaville USD:
   Solano COE:
   Independent Child Advocate:
   6.2. Assistant Superintendent Report **INFORMATION**

7. **CAC Business**
   7.1 2026-27 Presentations **INFORMATION**
   7.2 CAC Recognition Ceremony **DISCUSSION**
   7.3 CAC Budget & Fundraiser **INFORMATION**

Adjournment

The next CAC meeting will be held on November 19, 2026

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access SELPA public meetings, to access written documents being discussed at the meetings, or to otherwise participate at SELPA public meetings, please contact the SELPA office at (707) 399-4460. Notification at least 72 hours prior to the meeting will enable the SELPA to make reasonable arrangements to ensure accessibility to the meeting and to provide any required accommodations, auxiliary aids, or services.

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: Community Input

Meeting Date: October 15, 2026

Agenda Item: 3.0. Community Input

Type: Public Comment

Introduction:	**Notes:**
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.	

Protocol:
Public Comment

Community Advisory Committee
Solano County SELPA

Subject: Consent Calendar Items

Meeting Date: October 15, 2026

Agenda Item: 4.0. Consent Calendar Items

Type: Action

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

Introduction:	**Notes:**
September 17, 2026 meeting minutes	See attached

Protocol:

Public Comment
Board Discussion
Motion
Second
Vote

Community Advisory Committee Minutes
September 17, 2026

Board Members Attending:
Benicia: Steve Phillips, Christina Mills-Gelardin
Dixon USD: Absent
Fairfield-Suisun USD: Melissa Guevara, Nicole Smith
Solano COE: Pamela Brinkerhoff
Travis USD: Kristi Ballard, Cathy Dailey
Vacaville USD: Kerry Purcell
Independent Child Advocate: Dr. Amber Busay
Solano County SELPA: Shawna Becker, Andrew Ownby

1. **Call to Order** – Nicole Smith called the meeting to order at 12:00 p.m.

2. Approval of the Agenda for September 17, 2026

Move to approve the agenda.
Motion by Amber Busay, seconded by Christina Mills-Gelardin
Final Resolution: Motion Carries
Yes: Kristie Ballard, Pamela Brinkerhoff, Amber Busay, Melissa Guevara, Christina Mills-Gelardin, Kerry Purcell, Nicole Smith

3. Community Input: No Comments

4. Approval of Minutes from August 20, 2026

Move to approve minutes as presented.
Motion by Christina Mills-Gelardin, seconded by Kristie Ballard
Final Resolution: Motion Carries
Yes: Kristie Ballard, Pamela Brinkerhoff, Amber Busay, Melissa Guevara, Christina Mills-Gelardin, Kerry Purcell, Nicole Smith

5. Presentation – Sandy Fong, Co-Founder of EQL Threads Adaptive Clothing Company

6. Reports

6.1 Representative Reports

Benicia USD – Steve Phillips reported that Benicia USD's inclusion efforts have extended to their adult transition students. Many of them who like working with younger students are working through the child development unit. They are also working to expand workability opportunities aligned with a student's interests.

Benicia is using some of the Supporting Inclusive Practices funds to better support their paraprofessionals, thereby increasing inclusive practices in the classroom. They are planning to do this by providing paraprofessional professional development opportunities and by giving teachers more time to have conversations about what these supports would look like.

Dixon USD – No Report

Fairfield-Suisun USD – Nicole reported that Fairfield- Suisun USD has a new AM/PM preschool class opening at Laurel Creek. Their new Functional Academics classes at Green Valley Middle School and Rodriguez High School are going well.

DRAFT

FSUSD is starting a Bridge program at H. Glenn Richardson. This would serve students with mild-to-moderate behavioral support needs from kindergarten through 8th grade. This program is intended to prevent Non-Public School placements by remediating behaviors and returning students to a comprehensive campus.

They will be hosting a Parent Night on October 27th from 2:30-4:00 pm.

Travis USD – Kristie reported that Travis USD still has five teacher vacancies to fill.

They have set their date for their Track & Field Special Olympics event for April 29th at Vanden High School.

Vanden High School was named a California Distinguished School.
Of their 5 elementary schools, 2 received the Positive Behavioral Interventions and Support (PBIS) program's Gold Award, and the other 3 received the PBIS Silver Award.

Vacaville USD – No Report

Solano COE – Pamela reported that SCOE had an interdepartmental collaboration with Clinical and Youth Services to provide adults with yoga and sound-bell wellness sessions at the Golden Hills and Larsen campuses.

Benicia USD's adult program prepared literacy materials and books for the elementary class at Joe Henderson Elementary. They will also begin volunteering at after-school programs.

SCOE has again collaborated with Sustainable Solano to offer healthy cooking classes and support for sustainable gardening. Students will also be able to visit Farm-to-Table farms.
The students at the Fairfield-Suisun Adult Student Program will have the opportunity to volunteer at local food banks, which may lead to paid positions.

SCOE's statewide testing for Pamela's site had a 98% participation rate. They were 100% in the English Language Proficiency Assessments for California (ELPAC) and science, and 98% in math. Just three years ago, they were at 70%.

Independent Child Advocate – Dr. Amber Busay reported that she recently hired a new employee, Emily Brew, to help with her caseload.

Amber will be presenting today on 'Being Your Child's Best Advocate'. She will also be presenting on Saturday at an early childhood conference on 'Big Feelings, Strong Relationships'. She will also be a vendor at the Parents Can event in Napa on September 26. Amber presented to the North Bay Regional Center's board on the Dental Desensitization program.

6.2 Assistant Superintendent's Report – Andrew Ownby provided an update on recent developments within the Solano County SELPA. He presented an update to the California Department of Education's monitoring process. He also presented the technical assistance and professional learning opportunities SELPA continues to offer to its member districts.

7. CAC Business

DRAFT

7.1 2027 CAC Presentations – We have secured presenters through December. Board members will contact other community members to set up presentations for January through May.

8.2. CAC Recognition Ceremony –Oakbrook Academy of the Arts theater was reserved for the award event. It will be held on Wednesday, April 28, 2027. There was a discussion about catering and receiving donations.

8.4. CAC Budget –Our annual Nation's Hamburger fundraiser is scheduled for Wednesday, October 27, and Thursday, October 28, 2026. A discussion was held about fundraising through donations or sponsorships. The Solano County Office of Education keeps 5% of any monetary donations as a processing fee.

The meeting was adjourned at 1:04 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: October 15, 2026

Agenda Item: 5.0 Presentation

Type: Presentation

Introduction: **Attorney Alexis Lynch** – Supported Decision Making and Conservatorship

Conservatorships and Supported Decision Making

LAW OFFICE OF
ALEXIS LYNCH

1

What is a Conservatorship?

A court case where a judge appoints a responsible person (a “conservator”) to care for another adult (a “conservatee”) who cannot care for her/himself.

General Conservatorship

Applies to an incapacitated person who does not have a developmental disability (for example, an elderly person with dementia).

Limited Conservatorship

Applies to an incapacitated person with a developmental disability. The powers granted to the conservator are limited to specific powers allowed by law and chosen by the court.

2

Conservatorship of the Person

Grants the conservator the power to make non-financial decisions related to the conservatee, such as place of residence, medical treatment, and education.

Conservatorship of the Estate

Grants the conservator the power to manage the conservatee's assets other than wages and public benefits.

If your child is receiving public benefits, you have the option to be the representative payee to manage those funds. For more information, visit http://www.ssa.gov/payee.

3

Do I need a conservatorship?

What are the alternatives?

4

Alternatives to Conservatorship

- Advanced Health Care Directive and HIPAA Release Form
- Power of Attorney
- Release of Information
- Supported Decision Making

5

Supported Decision Making

The individual retains the right to make their own decisions.

They sign a written agreement that designates specific individuals to be part of their decision-making support team and outlines the types of decisions for which they seek assistance.

6

How does it work?

The Agreement can state that the designated individuals can be present in meetings (IEP, Reg Center, medical appointments, etc.)

Option to attach documents allowing access to confidential records (such as HIPAA for medical records, Authorization to Disclose Educational Info, or general Release of Info for specific agencies)

- Individual can request help with decisions related to just about anything:
- Place of residence + roommates
- Personal care (hygiene, diet, clothing, etc.)
- Programming and/or work
- Medical/dental treatments

7

SDM Resources

- ACLU
- The Arc California
- supporteddecisionmaking.org

8

Medi-Cal Authorized Representative

Representative may act for an individual on all duties related to eligibility and enrollment

Representative authorized to complete and sign application or redetermination forms, report changes, choose a health plan, help with appeals

9

What powers can I request under a limited conservatorship of the person?

Fix the residence or specific dwelling

Have access to confidential records and papers

Contract on her/his behalf and set aside contracts

Consent to medical treatment

Control education

Control social and sexual contacts and relationships

Consent or withhold consent to marriage, or entrance into a registered domestic partnership

10

Standard of Proof

Probate Code §1801(a)
A conservator of the person may be appointed for a person who is unable to provide properly for his or her personal needs for physical health, food, clothing, or shelter.

Probate Code §1801(b)
A conservator of the estate may be appointed for a person who is substantially unable to manage his or her own financial resources or resist fraud or undue influence.

11

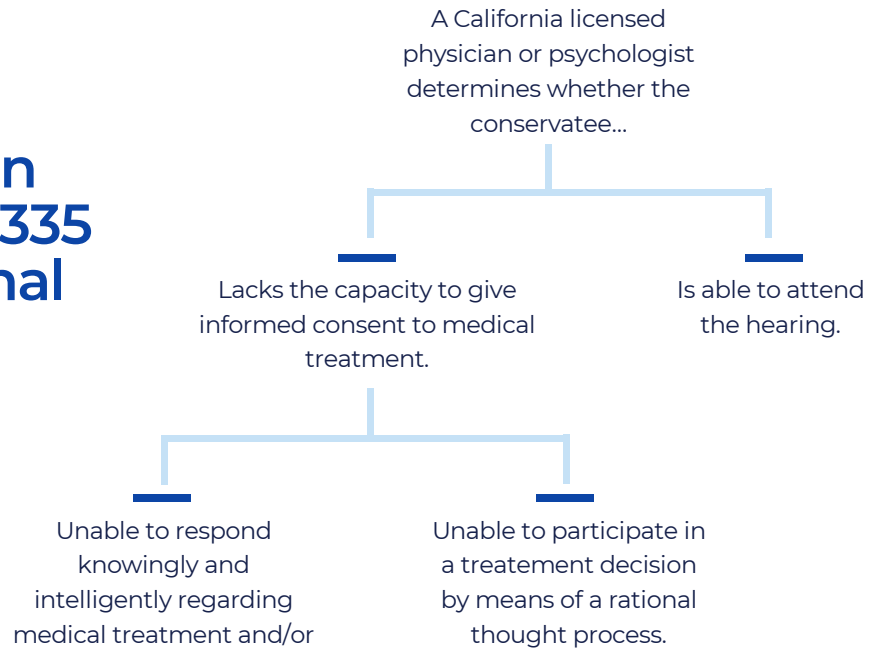
Who acts as conservator?

Family or Friend
You can appoint co-conservators such as parents or siblings

Professional
There are professional conservators if a family member is not an option

12

Step One: Capacity Declaration (Form GC-335 and optional GC-335A)



13

Step Two: Filing a Petition

Where?

At the probate filing office of the county court where the proposed conservatee lives

When?

A conservatorship cannot go into effect until the 18th birthday

Cost?

$435-$465 filing fee unless you file a Request to Waive Court Fees and it is granted

14

Fee Waiver

Form FW-001-GC – Request to Waive Court Fees

Form FW-003-GC – Order on Court Fee Waiver

If the proposed conservatee receives SSI, Medi-Cal, IHSS, SNAP fees will be waived

If the proposed conservatee does not receive public benefits but qualifies as low income, the fees will be waived

Fees may not be waived if the proposed conservatee is the beneficiary of a *currently funded* special needs trust

15

Petition and Accompanying Documents

1. Petition for Appointment of Probate Conservator (GC-310)

2. Confidential Supplemental Information(GC-312)

3. Confidential Conservator Screening Form (GC-314)

4. Duties of Conservator and Acknowledgment of Receipt of Handbook for Conservators (GC-348) http://www.courts.ca.gov/documents/handbook.pdf

5. Citation for Conservatorship (GC-320)

6. Notice of Hearing (GC-020) and attachment (GC-020-MA)

7. Capacity Declaration (GC-335)

8. Order Appointing Probate Conservator (GC-340)

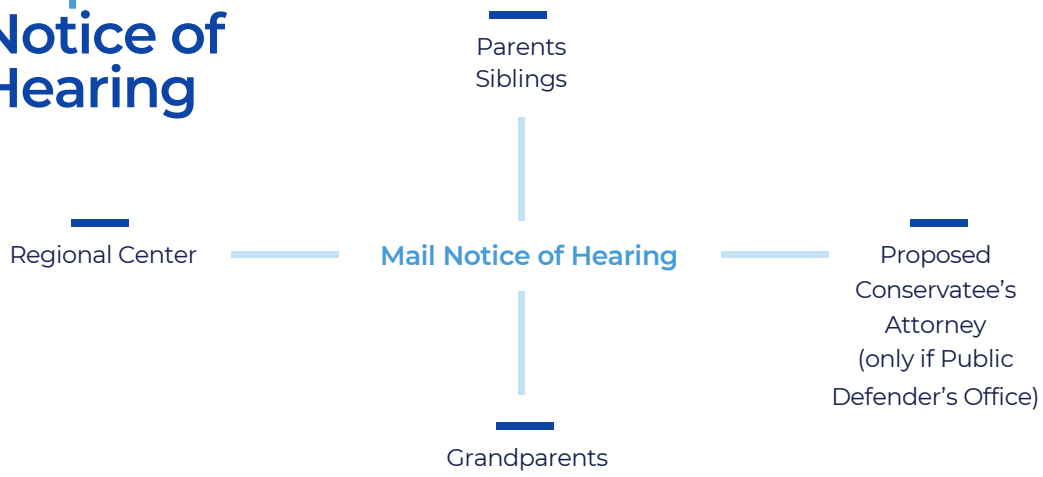
9. Letters of Conservatorship (GC-350)

All documents are called Judicial Council Forms and can be found at: http://www.courts.ca.gov/forms

Check with your local court to make sure they do not have any required local forms in addition to the judicial council forms

16

Step Three:
Notice of Hearing



17

Step Four:
Serving the Citation

The proposed conservatee must be personally served with the Citation and a copy of the petition no later than 15 days prior to the hearing

18

Step Five:
The Proposed Conservatee's Attorney

In a limited conservatorship, all proposed conservatees are appointed an attorney by the court. The attorney is either from the Public Defender's Office or is a private counsel depending on the county.

19

Step Six:
Regional Center

The Regional Center is required to submit a report to the court prior to the hearing

The report will state the Regional Center's recommendation concerning each of the powers requested by the proposed conservator

Probate Code §1827.5

The findings and recommendations of the regional center are not binding upon the court.

20

Step Seven:
Court Investigator

Interviews the proposed conservatee and conservator

May interview other people involved with the proposed conservatee's daily life (family members, day program or school staff, residential staff, etc.)

May interview the Regional Center case worker

Runs a background check on the proposed conservators

Files a report with the court detailing her/his findings

Court Investigator fees are around $850 but will be waived if you have filed a Request to Waive Court Fees and it was granted.

21

Step Eight:
The Hearing

The proposed conservatee, the proposed conservator, and the attorneys all appear

The judge may ask some questions and check in with the proposed conservatee

Assuming all is in order, the judge will sign the order

The court will file the Order Appointing Conservator and then issue Letters of Conservatorship

22

Conservatorship Maintenance

A limited conservatorship lasts for the lifetime of the conservator in a limited conservatorship

You should designate a successor conservator in a written notarized document

Court reviews – After the first year and every 2 years thereafter

23

Questions?

Find me at **alexis@alexislynchlaw.com**

Alexis Lynch
Attorney at Law
Founder, DIY Limited Conservatorship

Law Office of Alexis Lynch
999 Fifth Ave, Suite 350
San Rafael, CA 94901
(415) 795-1838
www.alexislynchlaw.com

24

Community Advisory Committee
Solano County SELPA

Subject: Reports

Meeting Date: October 15, 2026

Agenda Item: 6.0. Reports

Type: Information

Introduction:	**Notes:**
6.1 Representative Reports ● Member districts and Agency representatives will provide an update on their latest developments and activities. 6.2 Assistant Superintendent Report	

Community Advisory Committee
Solano County SELPA

Subject: Reports

Meeting Date: October 15, 2026
Agenda Item: 6.1. Representative Reports

Type: Information

Introduction:	**Notes:**
● 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 • Independent Child Advocate	

Community Advisory Committee
Solano County SELPA

Subject: Assistant Superintendent's Report

Meeting Date: October 15, 2026

Agenda Item: 6.2. Assistant Superintendent's Report

Type: Information

Introduction:	**Notes:**
● The Assistant Superintendent will provide a brief update on the Solano County SELPA's activities.	

Community Advisory Committee
Solano County SELPA

Subject: CAC Business

Meeting Date: October 15, 2026

Agenda Item: 7.0. CAC Business

Type: Information

Introduction:	**Notes:**
7.1 2026-2027 Presentations	*See attached*
7.2 CAC Recognition Ceremony	
7.3 CAC Budget/Fundraiser	*See attached*

Community Advisory Committee
Solano County SELPA

Subject: CAC Business

Meeting Date: October 15, 2026
Agenda Item: 7.1. 2026-2027 Presentations

Type: Discussion

Introduction:	**Notes:**
Presentations are needed for the 26-27 school year. • January 21, 2027 • February 25, 2027 • March 18, 2027 • April 15, 2027 • May 20, 2027	(see attached)

2026-2027 Community Advisory Committee (CAC) Meeting Schedule

Date:	Presentation:
August 20, 2026	Becky Wieringa - Adaptive Learning Center (Concord)
September 17, 2026	Sandy Fong- EQL Threads
October 15, 2026	Attorney Alexis Lynch - Supported Decision Making & Conservatorship
November 19, 2026	Elevaris Group
December 17, 2026	**CAC Holiday Potluck**
January 21, 2027	
February 25, 2027	
March 18, 2027	
April 15, 2027	
April 28, 2027	**Recognition Ceremony**
May 20, 2027	
June 17, 2027 (If needed)	No Presentation

Community Advisory Committee
Solano County SELPA

Subject: CAC Business

Meeting Date: October 15, 2026

Agenda Item: 7.2. CAC Recognition Ceremony

Type: Information

Introduction:

- No Nominations - CAC Recognition Ceremony Nomination Form
- Oakbrook Academy of the Arts Theater has been reserved for Wednesday, April 28, 2027.
- Decorations
  Ideas? backdrop, banners, balloons?
- Refreshments
  Contacted ATP. Students cannot do a refreshment cart because it is after school

  No snacks allowed in the theater. Do snacks need to be individually wrapped?

Community Advisory Committee
Solano County SELPA

Subject: CAC Business

Meeting Date: October 15, 2026

Agenda Item: 7.3. Annual CAC 2026-2027 Budget & Fundraiser

Type: Information

Introduction:	**Notes:**
Nation's Hamburgers Fundraiser has been scheduled for October 27th & 28th. Nations Fundraiser Flyer SELPA has received a form that must be filed out for any monetary donations. This form must go before the Solano County Board of Education for approval. CAC Donation Form No changes to the budget See attached budget	

2026-27 CAC Recognition Budget (Approximation)

	Qty. Needed	Cost	Total	
Venue Costs:				
Rental	-		$ -	
Decorations (Balloon Arch)		-	-	
Sub-Total Venue			**$ -**	
Awards - Dinn Bros				
CAC Recognition Plaque			$0.00	
Extra Lettering ($.25 each)			$0.00	
		Shipping		
		Est. Tax		
Certificates - **Amazon**				
(Supplies left from 2024-25)	0	0.00	$0.00	
Sub-Total Awards			**$0.00**	
Program Duplication			$ -	
Sub-Total Duplication			**$ -**	
Refreshments-Drinks (waters)			$0.00	Donated by SELPA
Refreshments-Cookies				
Sub-Total Refreshments			**$0.00**	
Total			**$0.00**	

Starting Balance	7/1/2026	Carry Over	$522.80
		Nations Fundraiser	
		CAC Ceremony Costs	$0.00
Current Balance			**$522.80**

Estimated Ending Balance	***$522.80***