

**West Contra Costa Unified School District**  
**Community Advisory Committee for Special Education (CAC)**

*Comité Asesor Comunitario de Educación Especial*

05/02/2022 - 5:30 p.m.

**Via Zoom Meeting** ■ *Por medio de Zoom:*

<https://wccusd.zoom.us/j/94069836277?pwd=V0pNNGo0anRMNGdLczBMUUxKNUo1UT09>

**By Phone** ■ *por teléfono:* (669) 900-6833

**Meeting ID** ■ *Identificación:* 940 6983 6277 **Passcode** ■ *contraseña:* 913651

**Attendees:** Margot Aishiteru, Sonja Neely Johnson, Steve Collins, Demetria , Lisa Steiner, Tracy Henderson, Gilberto Collins, Jeanine Bishop, Nancie Rouse, Maribel Lopez, Shakira Reynolds, Jennifer Cesario, Ken Talken, Zellon Harrison, Patricia Albano, Leslie Reckler

**Interpreter:** Alfred Olsen

<b>MINUTES</b>	
#	Item ■ <i>Tema</i>
<b>1</b>	<b>Welcome and Introductions</b> ■ <i>Bienvenida y Presentaciones</i>
	The Chair, Margot Aishiteru, called the meeting to order at 5:41PM. This is the final meeting of the CAC for the 2021-2022 academic year.
<b>2</b>	<b>Public Announcements</b> ■ <i>Anuncios publicos</i>
	Shakira Reynolds welcomed attendees to share public announcements. <ul style="list-style-type: none"> <li>• Congreso Familiar is a conference dedicated to promoting education and leadership skills within Spanish speaking families who have children or family members with disabilities. Please visit here for more information about upcoming events: <a href="http://www.congresofamiliar.org">http://www.congresofamiliar.org</a></li> <li>• Jeanine Bishop announced the Family Resource Network is offering IEP Strategies for Black Families. When: Tuesdays, May 17 - June 21, 2022. Time: 6:00PM-7:30PM. Location: Zoom. Register here: <a href="http://bit.ly/3xQQ4QT">bit.ly/3xQQ4QT</a></li> </ul>
<b>3</b>	<b>Minutes</b> ■ <i>Actas</i>
	The February, March, and April minutes were sent to the committee for review and approval. After review and calls for corrections the committee took the following actions:
	<a href="#">February 7, 2022 Minutes</a> ■ <i>Acta del 7 de febrero de 2022</i>
	Zelon Harrison moved to approve the minutes as presented. Elizabeth Mooney seconded the motion. The motion passed unanimously.
	<a href="#">March 7, 2022 Minutes</a> ■ <i>Acta del 7 de mayo de 2022</i>
	Shakira Reynolds moved to approve the minutes as presented. Jeanine Bishop seconded the motion. The motion passed unanimously.
	<a href="#">April 11, 2022 Minutes</a> ■ <i>Acta del 11 de abril de 2022</i>
	Tracy Henderson moved to approve the minutes as presented. Shakira Reynolds seconded the motion. The motion passed unanimously.

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<b>4</b>	<b>Presentations</b> ■ <i>Presentaciones</i>
<b>4a</b>	<b>Transition Program Discussion - Ken Talken</b> ■ <i>Discusión del Programa de Transición - Ken Talken</i>
	<p>The Transition Fair held on Saturday was a great success. It was well attended and received by the community.</p> <p>Ken Talken reported that an ongoing dialogue around transition issues continues. The goal of the program is to move towards establishing a seamless approach to transition for students with disabilities. He reported that creating competitive employment opportunities for adults with disabilities in our communities continues to be a challenge facing WCCUSD.</p> <p>Transition Kitchen issues continue: He reported that it is a dream of the program to establish a community kitchen to hold community events and serve food out of, which would be staffed and run by students with disabilities.</p> <p>Presently the district has a teacher on staff with a career education credential and a makeshift room has been set up to build a kitchen for use as a training facility. Currently a cafe exists but it does not meet the needs they can no longer serve coffee due to a number of issues, thereby reducing the amount of needed revenues for the program.</p> <p>Warming Oven issues: There are presently no hot meals served at the transition program. It is the only program in the district that does not offer hot meals. He is seeking support to remedy this.</p>
<b>4b</b>	<b><u>SELPA Director's Update</u></b> ■ <i>Actualización del Director de SELPA</i>
	Interim SELPA Director, Sonja Neely-Johnson presented:
	<p><b>Staffing:</b></p> <ul style="list-style-type: none"> <li>● Human Resources is starting Recruitment for the 2022-23 school year - <a href="https://www.wccusd.net/hr">edjoin.org</a></li> <li>● Always recruiting Teachers, Nurses, Psychologists, Speech Pathologist, Occupational Therapists</li> <li>● High Need for teachers due to Visa expirations ( More detail in May) - To apply - <a href="https://www.wccusd.net/hr">https://www.wccusd.net/hr</a> Currently Making offers to 28 teachers</li> <li>● Paraprofessionals needed NOW - <a href="#">Hiring Flyer_Paraprofessionals_Revised.pdf</a></li> <li>● Psychologist Interviews occurring for New Hire, 2nd and 3rd year Interns( March ,April &amp; May)</li> </ul>
	<p><b>CCEIS: 2021-23 Plan. Upcoming Dates</b></p> <ul style="list-style-type: none"> <li>● Principal Roundtable Weekly</li> <li>● 2020-22 Progress Report Due June 30</li> <li>● 2021-2023 Plan - Plan was approved -will begin writing the 2022 plan and take to Board in June 2022.</li> <li>● The district is working with 4 schools to reduce the over identification of African American Students for Emotional Disturbance. Schools are: Ohlone, King, Shannon, and Lincoln are the schools with the highest referrals.</li> </ul>

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	<p><b>Strategic Plan:</b></p> <ul style="list-style-type: none"> <li>Give your input into the future of WCCUSD! As a part of the Guiding Coalition, you will think and create a vision and plan for our district in the coming years. This work will take place over three meetings throughout the spring. For more information, please visit <a href="http://www.wccusd.net/strategicplan">www.wccusd.net/strategicplan</a>.</li> </ul>
	<p><b>Academic Updates Special Education:</b>  Presentation at the Principal Meeting on Tuesday, 4/19/2022 - Shared updated CIMS Process and IEP goals for the end of the school year. Had a Support Meeting for Administrators on 4/21/2022  Goals for effective Special Education Programming center around the following:</p> <ol style="list-style-type: none"> <li>Inclusive practices driven by high quality programming , planned and documented through high quality individual education programs( IEP )</li> <li>Recruitment, training and retention of a strong workforce to serve students with disabilities</li> <li>Data driven governance accountability and support systems that reflect the priorities of of equity and inclusion</li> </ol>
	<p><b>Learning Recovery</b>  Purpose: Learning Recovery Services for Pupils with Disabilities Related to Impacts of Learning Resulting from COVID-19 School Disruptions(Including Objectives and Metrics that will be used to measure success)  Impacted Areas that are to be addressed - submitted in September 9-26-21 - approved</p> <ul style="list-style-type: none"> <li>Assessing Learning and Academic Needs of Students</li> <li>Social-emotional needs;</li> <li>High Quality and Instruction;</li> <li>Supporting Students Return in Person Instruction</li> <li>Child Find</li> <li>Assessing Students who are awaiting of Initial IEP's</li> <li>Complete Overdue IEP's</li> <li>Other Area - Recruitment and retaining of paras , expanding the Teacher Residency Program, Designing</li> </ul>
	<p><b>Academic Updates</b>  Reclassification Criteria Updates Approved by the Board - <a href="#">Revised Reclassification Criteria 21-22.pdf</a>  ESY - June 21-July 21, 2022 - 8:30-1:00 ( Student Hours)</p> <ul style="list-style-type: none"> <li>Over 800 Applications to date</li> <li>Curriculum is ordered - Voyager for ELA/Math, Mystery Science, Arts Attack, Moby Math, Unique System</li> <li>Administrator and Teacher Offers Made</li> <li>Bids for Classified Staff to occur in May</li> </ul>
	<p><b>2022 - ESY Schools</b></p> <ul style="list-style-type: none"> <li>Elementary: King, Tara Hills (ESN) Dover, Ford, Obama, Nystrom (MMSN), Fairmont</li> <li>Middle School: Soskin, DeJean (ESN and MMSN)</li> <li>High School: De Anza and El Cerrito (ESN and MMSN)</li> <li>Transition: Vista Hills</li> </ul>

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	<p><b>Student COVID-19 Vaccination Mandate</b></p> <ul style="list-style-type: none"> <li>● Board Resolution requires all eligible individuals 12 and older will be fully vaccinated by July 1, 2022</li> <li>● Upload copy of verification to PowerSchool</li> <li>● District is partnering with County for Vaccine Clinics - Dates posted on the Website - <a href="https://www.wccusd.net/Page/15989#calendar31453/20220430/month">https://www.wccusd.net/Page/15989#calendar31453/20220430/month</a></li> <li>● Masking Update - On February 28, Governor Gavin Newsom announced an update to the state masking guidance, moving from a mask requirement to recommendation for schools beginning at 11:59 pm on March 11. We responded initially by lifting our outdoor mask requirement.</li> <li>● Superintendent Hurst believes in <a href="#">guidelines from the California Department of Health Services (CDPH)</a> and <a href="#">following its considerations</a>.</li> <li>● Beginning Monday, March 14, we are strongly recommending masks, but no longer requiring them, at all WCCUSD middle schools, high schools, and central offices. Starting on April 15, after we return from spring break, masking will be strongly recommended but no longer required for all WCCUSD schools and central offices, including Pre-K, TK, elementary and K-8 schools.</li> </ul>
	<p><b>Spotlight</b> (click presentation link to view photos:  <a href="https://docs.google.com/presentation/d/128kgCYg1Uj9p51zEM4dlAm3bM8vI2B1Kge2trhoeQD8/edit#slide=id.g105f163fbea_0_1">https://docs.google.com/presentation/d/128kgCYg1Uj9p51zEM4dlAm3bM8vI2B1Kge2trhoeQD8/edit#slide=id.g105f163fbea_0_1</a> )</p> <ul style="list-style-type: none"> <li>● SPED in ACTION</li> <li>● Richmond HS - Ms. Self - <a href="https://padlet.com/angelacalderon/1n4goxr5lijsjlv">https://padlet.com/angelacalderon/1n4goxr5lijsjlv</a></li> <li>● Richmond HS - Ms. Calderon - <a href="https://padlet.com/angelacalderon/lvjwI7cvfv4si2x9">https://padlet.com/angelacalderon/lvjwI7cvfv4si2x9</a></li> <li>● ECHS HS - Prom</li> </ul> <p><b>Upcoming Events</b></p> <ul style="list-style-type: none"> <li>● Special Olympics Track and Field Partnership Event - June 1 , 2022 (15 classes from 7 elementary and secondary schools ) - 9:00-2:00</li> </ul>
	<p><b>Parent Engagement Update</b></p> <ul style="list-style-type: none"> <li>● Transition Resource Fair - April 23             <ul style="list-style-type: none"> <li>○ 250 + in attendance</li> </ul> </li> <li>● Leg Day - May 4: StateSelpaLegislativeSharingDay02.pdf             <ul style="list-style-type: none"> <li>○ Virtual (Update after State SELPA Meeting)</li> <li>○ Each district can send up to 10 people</li> </ul> </li> <li>● Parent Training - May 16, 6:00 p.m. - 8:00 p.m. via Zoom: Effective Communication in the IEP Process: Navigating Difficult Conversations Related to Your Child's Individual Education Plan.</li> </ul>
5	<p><b>Old Business</b> ■ <i>Temas Anteriores</i></p>
	<p><b>Officer Elections Postponed</b> ■ <i>Elecciones de oficiales pospuestas</i></p>
	<p>Announcement: CAC Officer elections and membership call will be held at one of the the first three meetings of the next academic year.</p>

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<b>6</b>	<b>New Business</b> ■ <i>Nuevo negocio</i>
	<b><u>Budget &amp; Local Plan</u></b> ■ <i>Presupuesto y plan local</i>
	<p>Sonja Neely-Johnson reported the following update:</p> <ul style="list-style-type: none"> <li>● The Special Education Local Plan Area (SELPA's) full Local Plan was submitted on June 20, 2020 <ul style="list-style-type: none"> <li>● 3 year plan</li> </ul> </li> <li>● The local plan includes two sections that must be developed and adopted annually following all legal requirements: <ul style="list-style-type: none"> <li>● annual budget plan</li> <li>● annual service plan</li> </ul> </li> </ul> <p><b>SELPA LOCAL PLAN:</b>  Under AB602 (1998) all SELPAs are required to submit a annual service and budget plan to the California Department of Education (CDE) for approval.</p> <ul style="list-style-type: none"> <li>● The purpose of the plan is to: 1) assure access to special education and related services for all individuals with exceptional needs residing within the geographic areas served by the plan; and 2) to assure compliance with all federal and state codes and statutes</li> <li>● <b><u>Local Plan Template Contents</u></b> <ul style="list-style-type: none"> <li>● <a href="#">Section A: Contacts and Certifications</a></li> <li>● Section B: Governance and Administration (3yrs)</li> <li>● Section C: Annual Assurances Support Plan*(will be implemented for the 2026 school year if approved in June)</li> <li>● <a href="#">Section D: Annual Budget Plan</a></li> <li>● <a href="#">Section E: Annual Services Plan</a></li> </ul> </li> <li>● <a href="#">Attachments</a> <ul style="list-style-type: none"> <li>● <a href="#">Attachment IV</a></li> </ul> </li> </ul>
	<p><b>Annual Budget and Service Plans and Requirements:</b></p> <ul style="list-style-type: none"> <li>● Prior to submission, the Local Plan, including the Annual Service Plan and Annual Budget Plan, must be adopted at a public hearing and notice of the hearing must be posted in each school for the budget plan and each district for the service plan at least 15 days prior to the hearing</li> <li>● The budget and service plans may be revised during the fiscal year</li> <li>● The Annual Budget Plan (ABP) must include: <ul style="list-style-type: none"> <li>● Administrative costs of the plan</li> <li>● Services to students with severe and low incidence disabilities</li> <li>● Services to students with non-severe disabilities</li> <li>● Supplemental aids and services to meet the individual needs of students placed in general education</li> <li>● Regionalized operations/services and direct instructional support by program specialists</li> <li>● The use of special education property taxes</li> <li>● This Plan does not capture all of the funding for special education services, but rather describes how the federal and state funds are allocated.</li> <li>● The nature of the services, including Related services</li> </ul> </li> </ul>

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- The physical location where the services are provided which may include:
  - Alternative Schools
  - Charter Schools
  - Opportunity Day Schools operated by school districts
  - Community Day Schools operated by the County
  - Office of Education regardless of whether the district or county office of education participates in the Local Plan
  - Nonpublic Schools
- WCCUSD SELPAs Annual Budget is comprised of revenue from:
  - Assembly Bill (AB) 602 State Aid
  - Federal IDEA Part B - K-22
  - Federal IDEA Part C - preschool
  - State Infant/Toddler
  - State Mental Health
  - Federal Mental Health
  - Other Revenue - DOR/ Workability/ Medical Billing
  - Contributions from the district General Fund (Local Contribution)\*
    - Typical district contributions from the general fund for special education is between 60 and 70% (up from 50% 5 years ago) - WCCUSD projected contribution for 2021-22 is 70.6%. This is a major topic at Leg Day
- Continuum of Services listed from least restrictive to most restrictive:
  - Designated Service (Speech, Visual Impairment (VI), Deaf Hard of Hearing (DHH), Occupational Therapy (OT), etc).
  - Resource / Learning Center
  - Full Inclusion / Counseling Enriched
  - Special Day Class - Mild to Moderate Support Needs (MMSN) / Extensive Support Needs (ESN)
  - [County and Community Day Schools]
  - Non-Public Schools
  - Residential Placement
- Summary of PROJECTED Services 2022-23
  - WCCUSD currently serves 4200+ eligible students
    - Birth to aged 22
    - 35 different special education services
    - 83 campuses / programs
    - ~800 WCCUSD full and part-time certified and classified staff
- Approval Process  
For approval of the developed or amended local plan, the SELPA must:
  - Seek approval of the plan from the WCCUSD Board of Education;
  - Obtain signatures from the Board of Education and County Office superintendent;
  - Obtain signatures from the Community Advisory Committee (CAC) chairperson;
  - Submit the plan to CDE for final approval.

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<b>7</b>	<b>Public Comment</b> ■ <i>Comentario Público</i>
	<ul style="list-style-type: none"><li>● Leslie Reckler expressed her appreciation to all those that made the transition fair happen. It was a terrific event.</li><li>● Gilberto: Inquired about the root causes resulting in over identification of African American Students as special education students. Ms. Neely Johnson listed the five root causes identified and the process that has taken place over the last year. She invited him to consider joining the stakeholder group.</li><li>● Zelon Harrison expressed her appreciation for all those working in the district for our kids. She also raised the issue that it is extremely difficult for African American families. It continues to be a complicated process to get information that should be readily available for all.</li><li>● The website continues to be difficult to navigate. Provide your feedback on how to improve the website here: <a href="https://docs.google.com/forms/d/e/1FAIpQLScadTPkUZCKdcJ7epHR0NGFlpYeoI_FV9zVfdki7raw3utqs/viewform">https://docs.google.com/forms/d/e/1FAIpQLScadTPkUZCKdcJ7epHR0NGFlpYeoI_FV9zVfdki7raw3utqs/viewform</a></li><li>● Tracy Henderson: We need to figure out other ways to get information to parents. There also needs to be a transition person to help students and families navigate major school transitions. She has some great ideas and looks forward to sharing her ideas.</li></ul>
<b>8</b>	<b>Adjournment</b> ■ <i>Fin de la reunión</i>
	Our next meeting will be September 12 at 5:30PM via Zoom. The meeting was adjourned at 7:16PM.

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<b>2021-2022 Meeting Schedule</b> <i>Calendario de Reuniones del 2021-2022</i>			
<b>Date</b> <i>Fecha</i>	<b>When</b> <i>Cuando</i>	<b>Event Name</b> <i>Nombre del Evento</i>	<b>Details</b> <i>Detalles</i>
<b>Monday, September 13, 2021</b> <i>Lunes, 13 de septiembre de 2021</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, October 4, 2021</b> <i>Lunes, 4 de octubre de 2021</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, November 1, 2021</b> <i>Lunes, 1 de noviembre de 2021</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, December 6, 2021</b> <i>Lunes, 6 de diciembre de 2021</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, January 10, 2022</b> <i>Lunes, 10 de enero de 2022</i>	<del>5:30 pm</del>	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, February 7, 2022</b> <i>Lunes, 7 de febrero de 2022</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Friday, March 4, 2022</b> <i>Viernes, 4 de marzo de 2022</i>	7:00 pm	<b>You Make a Difference</b> <i>Tu Haces la Diferencia</i>	<b>Online Event - Zoom Link</b> <i>Evento híbrido - Zoom Link</i>
<b>Monday, March 7, 2022</b> <i>Lunes, 7 de marzo de 2022</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, April 11, 2022</b> <i>Lunes, 11 de abril de 2022</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b>Via Zoom Meeting</b> <i>Por medio de Zoom</i>
<b>Monday, May 2, 2022</b> <i>Lunes, 2 de mayo de 2022</i>	5:30 pm	<b>CAC Meeting</b> <i>Reunión del CAC</i>	<b><u><a href="#">Via Zoom Meeting</a></u></b> <i><u><a href="#">Por medio de Zoom</a></u></i>