

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

*Comité Consejero Comunitario (CAC) Para Educación*

09/13/2021 - 5:30 p.m.

**Via Zoom Meeting** ■ *Por medio de Zoom:* <https://wccusd.zoom.us/j/94041075060>

**CAC members present:** Margot Aishiteru, Shakira Reynolds, Jen Cesario, Amparo Salgado, Zelon Harrison, Patricia Albeno, Lisa Steiner, Jeanine Bishop, Danielle Storer

**Staff members present:** Kristen Hardy, Darlene Almeida

**Guests present:** Cherese LeBlanc, Royce Wood Jr, Leslie Reckler

<b>MINUTES</b>	
#	Item ■ Tema
<b>1</b>	<b>Welcome and Introductions</b> ■ <i>Bienvenida y Presentaciones</i>
	<ul style="list-style-type: none"> <li>● <b>Call to order:</b> The meeting was called to order by Margot Aishiteru at 5:35 p.m.</li> <li>● <b>Roll Call Form:</b> <a href="https://forms.gle/TmCUQjjwGQxcKMBp6">https://forms.gle/TmCUQjjwGQxcKMBp6</a></li> <li>● <b>Introductions:</b> Participants introduced themselves to the group.</li> </ul>
	<p><b>Motion - Margot Aishiteru:</b> Move Transportation up in the agenda to be after Public Announcements</p> <ul style="list-style-type: none"> <li>● The motion passed.</li> </ul>
<b>2</b>	<b>Public Announcements</b> ■ <i>Anuncios publicos</i>
	<ul style="list-style-type: none"> <li>● <b>Jeanine Bishop:</b> <ul style="list-style-type: none"> <li>○ Starting parent education Saturday series four Saturdays starting this coming Saturday, September 18 with a presentation on: IEP Overview for Caregivers. <ul style="list-style-type: none"> <li>■ See flyer from Jeanine and Care Parent Network via Peachjar.</li> </ul> </li> <li>○ The Adult Transition series is happening this month on Tuesday mornings. <ul style="list-style-type: none"> <li>■ In October, the same series will take place in Spanish.</li> <li>■ Contact Care Parent Network to register.</li> <li>■ Informational meeting on September 23.</li> </ul> </li> </ul> </li> <li>● <b>Zelon Harrison:</b> <ul style="list-style-type: none"> <li>○ Black Parent Resource Meeting and staying safe during COVID-19.</li> <li>○ September 23 (virtual meeting).</li> </ul> </li> <li>● <b>Leslie Reckler:</b> <ul style="list-style-type: none"> <li>○ El Cerrito High School Vaccination clinic tomorrow 9/14.</li> <li>○ Anyone in the community can receive a free COVID-19 vaccination.</li> </ul> </li> <li>● <b>Cherese LeBlanc:</b> <ul style="list-style-type: none"> <li>○ Adult CCS transition series tomorrow. <ul style="list-style-type: none"> <li>■ Trusts, ABLE Accounts, In Home Supportive Services.</li> </ul> </li> <li>○ A new social group forming at CARE for siblings of kids with special needs.</li> </ul> </li> <li>● <b>Margot Aishiteru:</b> <ul style="list-style-type: none"> <li>○ A Questions/Comments Form will be available for up to 1 hour after each meeting.</li> <li>○ You will receive a response by the end of the week.</li> <li>○ Use this form to submit your questions/comments: <a href="https://forms.gle/FitafG4rZBpV2SAh7">https://forms.gle/FitafG4rZBpV2SAh7</a></li> </ul> </li> </ul>

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	<p><b>Transportation ■ Transporte</b></p>
	<p><b>Royce Wood Jr</b></p> <ul style="list-style-type: none"> <li>● The national bus driver labor shortage has led to disruptions to service. <ul style="list-style-type: none"> <li>○ The Company is using RIDS to keep transportation moving.</li> </ul> </li> <li>● No anticipated launch date for the tracking program.</li> <li>● Monthly Public Transportation meetings have not been occurring. <ul style="list-style-type: none"> <li>○ Royce will provide the information about these meetings once they are scheduled.</li> </ul> </li> <li>● Zelon Harrison asked how they can get busing for their students. <ul style="list-style-type: none"> <li>○ Kristen Hardy explained the California Education Code defines how districts may decide whether or not a student is deemed eligible for transportation.</li> </ul> </li> <li>● Patricia Albeno asked who has access to RIDS if a student's current route is not working. Who decides when to offer RIDS transportation? <ul style="list-style-type: none"> <li>○ Kristen Hardy responded that the District provides lists of students to First Student and the company then arranges route schedules.</li> <li>○ Royce responded: if there are 11- 12 students going to the same location, they prefer to keep them with First Student.</li> <li>○ Smaller numbers of students may be assigned to RIDS.</li> <li>○ Kristen Hardy added that if families have issues with their current route, please contact their case manager so that the matter is elevated internally at the District.</li> </ul> </li> </ul>
<p><b>3</b></p>	<p><b><a href="#">May 3, 2021 Minutes</a> ■ Aprobación del Acta de Mayo de 2021</b></p>
	<ul style="list-style-type: none"> <li>● Committee took time to review minutes.</li> </ul>
	<p><b>Motion - Lisa Steiner: Approve May 3, 2021 Minutes</b></p> <ul style="list-style-type: none"> <li>● The motion passed.</li> </ul>
<p><b>4</b></p>	<p><b>SELPA Director's Update ■ Actualización del Director de SELPA</b></p>
	<p><b>Kristen Hardy</b></p> <ul style="list-style-type: none"> <li>● Caseloads and paraprofessional support changes: <ul style="list-style-type: none"> <li>○ Working on this multi-year planning as we build staffing and deepen our workforce. <ul style="list-style-type: none"> <li>■ We have reduced caseloads to a maximum of 25 cases for RSP to address student needs.</li> <li>■ MMS caseloads are now 17-15 cases maximum.</li> <li>■ Full inclusion caseloads have dropped to 15-10 cases.</li> <li>■ That brings us to lower caseload numbers than most districts.</li> <li>■ Paraprofessional base time has also been extended to include the full school day plus 15 minutes before and after school.</li> <li>■ The SELPA will be distributing a parent brochure explaining the new caseload guidelines in October.</li> </ul> </li> <li>○ Paraprofessional Aide recruitment is ramping up and flyers will be going out to school sites and usual community outlets. <ul style="list-style-type: none"> <li>■ Shakira Reynolds suggested reaching out to all parent groups with job announcements.</li> </ul> </li> </ul> </li> </ul>

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- Language ACCESS ISSUE AROSE DURING meeting Interpreter only booked until 6:30PM for our CAC meeting. CAC meetings run for 2 hours.
- Parent Communication:
  - Expanding and deepening parent communication with SELPA is a major area of focus this year.
  - Significant modifications have been made to the WCCUSD website to make it a more user-friendly experience for families.
  - Coaching families to increase parent engagement at school.
    - Jointly hosted with the Office of African American Student Achievement (OAASA).
    - The first two meetings are scheduled for 9/21, 10/19.
    - The Series will run again in the Spring.
- Increased Communication from Case Managers to Families:
  - This year all SPED case managers were invited to send introduction letters to families, introducing themselves and the students' team members and providing their contact information.
  - This will be a mandatory annual letter to families beginning next school year.
- CAPTAIN Cadre:
  - A group of experts in Autism support services
  - Resources for behaviors related to returning to school.
- COVID-19 Testing:
  - Testing is happening in schools,
  - Mask exemptions are available,
    - Contact case managers if your student requires this accommodation.
- CCEIS Disproportionality:
  - Working to update the plan for 21/23.
  - The plan will go to the Board in December?
- CA Department of Education State Funding Updates:
  - There are two pots of COVID-19 related funding presently being pursued by the District.
    - Alternative Dispute Resolution funding
    - Learning Recovery funding.
  - A survey will be sent to seek ideas from the community to help identify the most beneficial interventions available with this one time funding which must be spent by June 2023.

**5 Sub-Committees ■ Subcomités**

**District Local Control Accountability Plan Parent Student Committee (DLCAPS)**

*Plan de Responsabilidad del Control Local del Distrito - Comité de Padres y Estudiantes (DLCAPS)*

- Margot will continue to be the liaison

**Medi-Cal**

- September 21 - next meeting
- Danielle Storer is the current liaison, and has been invited to future meetings.

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<b>6</b>	<b>Old Business</b> ■ <i>Temas Anteriores</i>
	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>7</b>	<b>New Business</b> ■ <i>Temas Nuevos</i>
	<b>Future Meeting Time</b> ■ <i>Hora de reunión futura</i>
	<ul style="list-style-type: none"> <li>• <b>Discussion:</b> Dates and virtual status are set. Should we continue with the 5:30pm time?</li> </ul>
	<b>Motion - Shakira Reynolds</b> - Set meeting time for future meetings to 5:30p.m.
	<ul style="list-style-type: none"> <li>• The motion passed.</li> </ul>
	<b>Bylaws Update</b> ■ <u><a href="#">Actualización de los estatutos</a></u>
	<ul style="list-style-type: none"> <li>• <b>Discussion:</b> Administrative Regulations (AR1220) - the district is imposing new bylaw guidance. AR1220 was sent to PACs over the summer to review and give input. Once it is approved, a bylaws template will be created, and we will need to meet to figure out how to adapt those bylaws to our mandated regulations.</li> <li>• Sign up Form: <a href="https://forms.gle/iAKyPY7av31Nd4Sf8">https://forms.gle/iAKyPY7av31Nd4Sf8</a></li> </ul>
	<b>Motion - Margot Aishiteru</b> - Create Special Bylaws Subcommittee under Article V, <u><a href="#">section 5.1 of the current bylaws.</a></u>
	<ul style="list-style-type: none"> <li>• The motion passed.</li> </ul>
	<b>Parent Group</b> ■ <i>Grupo de padres</i>
	<ul style="list-style-type: none"> <li>• <b>Discussion:</b> The purpose of this committee will be to create a space for parents of current WCCUSD students enrolled in SPED programs to meet and discuss the specific and personalized issues that they face. The hope is that, in this space, parent to parent support, guidance, systematic resource sharing, and parent-led education can occur.</li> <li>• Sign up Form: <a href="https://forms.gle/Z24RoCrPavaC5m8e7">https://forms.gle/Z24RoCrPavaC5m8e7</a></li> </ul>
	<b>Motion - Lisa Steiner</b> - Create a Standing Parent Group Subcommittee under <u><a href="#">Article V, Section 5.1 of the current bylaws</a></u>
	Second: Jeanine Bishop
	<ul style="list-style-type: none"> <li>• The motion passed.</li> </ul>
<b>8</b>	<b>Public Comment</b> ■ <i>Comentario Público</i>
<b>9</b>	<b>Adjournment</b> ■ <i>Fin de la reunión</i>
	<ul style="list-style-type: none"> <li>• Next meeting is Monday, October 4 at 5:30pm</li> <li>• Agenda items for that meeting due by Monday, September 20 <ul style="list-style-type: none"> <li>○ Email Margot at <a href="mailto:kazuko19@gmail.com">kazuko19@gmail.com</a> (dropped in chat)</li> </ul> </li> </ul>