



**COMMUNITY ADVISORY COMMITTEE MEETING**  
**September 22, 2003**  
**NCCSE Office Conference Room**  
**570 Rancheros Drive, Suite 270**  
**San Marcos, CA 92069**  
**MINUTES (REVISED)**



- I. Welcome and Introductions-Sandy Wells, CAC Chairperson.** The meeting was called to order at 6:38PM.
- A.** Sandy introduced the CAC Board; Sandy Wells, Lynne Bath, Kellie Dunn and Patti Wiggins, Dr. Joe Schwartzberg, Director and Lisa Houghtelin, Parent Liaison.
  - B.** Lisa more fully described her position, noting that this year is the first time this has been a full-time position. The parent liaison position is one of bridge building between parents and the districts.
  - C.** Sandy went over the agenda format.
  - D.** Patti went over jargon busting.
- II. Welcome and Introductions of Special Education Directors-Sandy Wells**
- A** Cardiff and Rancho Santa Fe-Jan Israel
  - B** Del Mar-Patricia Snider Del Mar is growing quickly. It recently went from three to six schools and now schools seven and eight are under construction. There are two regional classes at Sage Canyon. Henry DeGroot, an RSP from Carmel Del Mar attended the meeting with her.
  - C** Fallbrook High-Sallie Hunt Her district has a big high school with 3000 students and two smaller schools. A teacher wrote a letter to the Pala tribe asking for donation of a van for special education students and got it.
  - D** San Marcos - Jackie Bachman San Marcos has 15,000 kids, 1500 of which receive special education services, There is a new High School, a new K-8 school.
  - E.** Solana Beach Judy Shades and Cindy Frazee, Assistant Superintendent. Dawn Redmond, Adaptive Physical Education (APE) specialist also attended.
  - F.** Hope Infant Family Support-Lois Pastore Hope provides services for infants and toddlers ages birth to 3 years old services for four SELPAs. They have 755 Individual Family Service Plans (IFSP) in place. The Regional Center also provides assistance
  - G.** Exceptional Family Resource Center (EFRC) Elaina Barr EFRC came into existence when parents got together 10 years ago to set up support, training, etc. for parents of special ed. Kids. Call us, we can help. There is an office in San Marcos, satellite offices in Oceanside and Escondido and a big office in Kearny Mesa.
  - H.** California Avenue School-Lee Anderson-Principal-Located in Vista but is actually a regional school. CA Ave. has a medical therapy unit and works closely with California Children's Services (CCS).
  - I.** Hope-Meredith Glover brought faculty member Clayton Meyer who is a teacher and cluster leader. They are establishing transition processes.
  - J.** TASK (Team of Advocates for Special Kids) Chris Bastian-Parent Training Information center for Southern California. Chris is the military outreach coordinator for 14 military bases.
  - K.** Community Advisory Committee (CAC) representatives from each district were introduced. Students are eligible to fill remaining CAC positions, High School students are probably best suited for this.
- III. Meeting Logistics-Sandy Wells**
- A.** Registration procedures explained-sign in on sign in sheet when you arrive and pick up nametag.
  - B.** CAC member roster sent around by Lisa-permission to share phone numbers, corrections and refreshment signups also sent around.

#### **IV. Approval of May Minutes-Sandy Wells**

Section **II.** Paragraph 2 of May minutes amended to read “The CAHSEE is now 15% of the API (Academic Performance Indicator).” **Motion** by Dawn Redman to approve May minutes as amended. Motion passed. Reminders by Sandy that all CAC meetings are open to the public and that we operate under Robert’s Rules and the Brown Act.

#### **V. Public Comment-Sandy Wells**

- A.** Explanation of the importance, purpose, process and time rules. Reminder that this is the place for systemic issues. Specific concerns should be directed to the district through channels and if not getting a response, through the Program Specialist and Joe Schwartzberg.
- B.** Comment by Sallie Hunt referring to 9-22-03 North County Times article in the lifestyle section-writer claimed there is no such thing as ADD, just bad parenting. Urged members to write to the editor as she did.
- C.** Comment by Walter Karshat, representative from San Marcos; the flow of information to parents needs improvement. The school districts do not communicate NCCSE well to parents. This has been recognized as a concern in the past and is in the Annual Priorities as a topic to be addressed. The communication committee will be addressing these concerns this year.

#### **VI. Follow up to Prior Month’s public comments-Sandy Wells**

Ellen LeGare wanted to remind everyone of the scholarships available for teachers to get special education credential detailed at a previous CAC meeting.

#### **VII. Announcements-Lynne Bath, CAC Vice-Chairperson**

Lynne went over the purpose for the announcements, the form to be filled out to have them presented, the Info Table with extra copies of announcements provided, bring extra copies of announcements to share. Announcements will be e-mailed to CAC representatives shortly after the meeting, please e-mail to district contacts.

#### **VIII. Overview of NCCSE-Video Presentation-Joe Schwartzberg, Program Director**

- A.** Corrections to video:
  - 1.** NCCSE now has 14 school districts, including Vallecitos.
  - 2.** Current population of students receiving special education within NCCSE is 12,000
  - 3.** NCCSE has a website [www.nccse.org](http://www.nccse.org)
- B.** Map of Regional Classes
  - 1.** There are 107 regional classes
  - 2.** Regional classes are for students who qualify through the categories of Severely Handicapped (SH) and Emotionally Disturbed (ED).
  - 3.** Regional classes are paid for proportionately by each school district and accessible to all school districts.
  - 4.** Very few other SELPAs have regional classes.
- C.** Resources also available through SELPA
  - 1.** Staff Development
  - 2.** Centralized Services
    - a)** 18 Program Specialists
    - b)** 8 Occupational Therapists
    - c)** 2 Assistive Technologists
    - d)** 8 itinerant teachers for the visually impaired
    - e)** Program for the hearing impaired, paid by NCCSE, staffed by CUSD
    - f)** California Avenue School paid by NCCSE

## **IX. Program Directors Report-Joe Schwartzberg**

- A. Quality Review of all programs happening this year. Every regional classroom will be reviewed.**
  - 1. Rubric-determine quality of program and develop an action plan to effect continuous program quality improvement.
  - 2. Programmatic introspection designed to determine weaknesses and strengths.
- B. Staffing**
  - 1. Two new Program Specialist positions have been created which are not assigned to specific school districts. One Program Specialist to oversee the Emotionally Disturbed (ED) regional programs and one to oversee the Severely Handicapped (SH) programs. These two Program Specialists will be meeting with all of the Special Education Directors of each district to determine the needs of each district.
  - 2. Five new Program Specialists and four new Occupational Therapists have been hired. NCCSE is now staffed with 65 employees.
  - 3. A staffing strategic plan will be developed and will include a three to five year staff development program.
- C. A local alternative to dispute resolution is being developed. This will be operated by EFRC and supported by NCCSE. No attorneys or advocates will be involved. RSS-Resolution for student success. Official approval of two-year budget received from the cabinet last week.**
- D. Reauthorization of IDEA (Individuals with Disabilities Education Act) is stalled.**
- E. DHH (Deaf and Hard of Hearing) program being looked at. New technology (cochlear implants) may change the previous levels of support needed for this program and resources may be reallocated.**
- F. Enrollment criteria are being established for preschool and transition programs for 18-22 year olds.**
- G. New Regional Classes**
  - 1. High School (HS) Emotionally Disturbed (ED) class in a community school by Valley Middle School in Carlsbad.
  - 2. Preschool program in Del Mar
  - 3. Severely Handicapped (SH) High School transition program for 18-22 year olds being hosted by Oceanside and serving Oceanside, Fallbrook and Vista.
- H. The State budget as it affects NCCSE- school district budgets are static-not as much effect at NCCSE as the IEPs (Individualized Education Programs) drive services-a disproportionate amount of services are directed to Special Education.**
- I. County Mental Health (CMH)-The law says the county not MH is responsible fiscally. There are 40 students in the class and 40 on a waiting list. This is unacceptable. NCCSE would provide the educational component (our responsibility) and also provide the MH component (not our responsibility). The State used Federal money to backfill budget holes. The money did not go to MH but to the County Office of Education (COE). CMH finally agreed to fund two additional treatment programs.**

## **X. CAC orientation-Sandy Wells**

Sandy reviewed the updated CAC Handbook.

- A. Ed Code mandates the CAC.**
  - 1. Local plan development drives special ed programs and the CAC has input.
  - 2. This gives rise to the annual priorities, specific points that the CAC wants to see districts address throughout the year. The need for parent education is fulfilled by the parent symposium.
  - 3. Community involvement = public relations. Support special ed concerns. Assist in public awareness of the importance of regular school attendance. You are appointed by your local school district and are responsible to your local district. CAC membership consists of parent majority. CAC members are encouraged to take announcements and handouts back to their districts.

**B. Local CAC Structure-Your Personal Responsibilities**

1. Attend CAC meetings. Three unexcused absences and a CAC member may be voted off and reported to the District.
2. Participate in the meetings and subcommittees.
3. Communicate with your local district.
4. Learn the local plan.

**C. By-laws support the Ed Code**

1. Responsibilities: Annual priorities, Parent Symposium, public relations, announcements/handouts.
2. Membership: 32 parents, 14 school personnel, 2 Hope Infant, 1 student, 1 adult Agencies, approximately 50 members.
3. Officers: elected by membership 1-year term, can serve 2 years in one position. **D. Sub-Committees**
1. Parent Symposium-lots of work –February 7, 2004
  - a) Exhibitors
  - b) Logistics
  - c) Public Relations
  - d) Program
2. Awards Ceremony June 7, 2004. Recognition of school staff that truly epitomize excellence in education. Great to recognize those who are modeling what we want to see.
3. Annual Priorities-Begins in February
4. RCC-9-monthly.

**XI. Explanation of Reports/Business-Lynne Bath**

Deferred to October due to the vast amount of information already disseminated and the agreed upon end time approaching.

**XII. Legislative Report-Lynne Bath**

Deferred to October due to the upcoming special election.

**XIII. Closure and Adjournment-Sandy Wells**

Meeting adjourned at 8:35PM