

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

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8036 SOUTH OCEAN VIEW AVENUE, WHITTIER, CA 90602

JANET QUENEAU  
EXECUTIVE DIRECTOR

**Community Advisory Committee**  
**10:00 a.m. on May 13, 2020**  
**(Due to "safer-at-home order," meeting will be conducted on-line only)**  
**8036 Ocean View Avenue**  
**Whittier, CA 90602**

## **MINUTES**

**A. Roll Call-** The meeting opened at 10:06 a.m.

East Whittier - Hilda Lopez  
El Rancho - Veronica Ramirez  
Little Lake -Absent  
Los Nietos - Absent  
South Whittier - Cheryl Goodman  
Whittier City - Joel Escobar  
Whittier Union - Gloria Ruiz

**B. Approval of Agenda for May 13, 2020**

Moved: Veronica Ramirez  
Seconded: Hilda Lopez  
Vote: 5-0

**C. Approval of Minutes for January 22, 2020**

Moved: Hilda Lopez  
Seconded: Joel Escobar  
Vote: 5-0

**D. Public Input**

No public comments.

**E. Budget Review**

\$5,000 has been budgeted for CAC for the 2019-2020 school year.

Approved Expenses thus far for 2019-2020

- a. \$120 approved to pay the interpreter for the CAPTAIN workshop
- b. \$92 approved to pay for business cards for the CAC board members
- c. \$ 120 approved to pay the interpreter for the IEP parent workshop

- d. \$ 700 approved to pay for the food and beverages associated with the 2020 Disability Resource and Transition Fair
- e. \$200 approved to potentially pay for gift cards for the 2020 Disability Resource and Transition Fair raffle  
\*Approved amount was not used to pay for gift cards.
- f. \$2,400 approved to pay for two CAC representatives to attend Legislative Sharing Day  
\*Approved amount was not used as event was cancelled.

The approved expenses were reviewed.

## **F. Discussion Items**

### **a. Disability Resource and Transition Fair - Feedback**

Ms. Gloria Ruiz reported that the Disability Resource and Transition Fair at Pioneer High School was attended by about 50 families and it was the first year that break-out sessions were held. She thanked Ms. Hilda Lopez for her generous donation of a themed gift basket to the CAC raffle. Additionally, she thanked Ms. Janet Queneau, Ms. Adahena Gutierrez, and Ms. Jessica Burgos for coordinating a well represented event.

Ms. Hilda Lopez shared that she was happy to donate the movie themed basket and thought there was a good turn-out.

Mr. Joel Escobar shared that he attended the Disability Resource and Transition Fair and thanked Ms. Janet Queneau for putting the event together.

Ms. Veronica Ramirez asked if we gathered data on how many families from each member district attended. Ms. Gloria Ruiz commented that the information was collected but not readily available.

Ms. Cheryl Goodman commented that her grandson was happy the event was held on his school's campus. She thought the event was well attended.

Ms. Janet Queneau reported that the Disability Resource and Transition Fair was well attended as were the break-out sessions. Ms. Janet Queneau thanked the Whittier Union High School District Transition Program staff and the member of the El Rancho Unified School District Transition Program who were instrumental in putting the event together, as well as the Pioneer High School staff. She gave a big thank you to Ms. Adahena Gutierrez who oversaw and coordinated the event.

### **b. Legislative Sharing Day - April 29, 2020 - Cancelled**

Ms. Gloria Ruiz shared that the event was cancelled due to the COVID-19 pandemic but would be rescheduled for a later date.

Ms. Marisol Rivera asked for an update on the bills that CAC would be supporting or lobbying.

Ms. Janet Queneau reported that CAC had appointments scheduled with Senator Bob Archuleta's office and Assemblyman Ian Calderon's office. The bills that CAC would be in support of revolved around special education funding and family empowerment centers.

c. Returning CAC Board Members for 2020-2021

Ms. Gloria Ruiz checked in with the Board to see if all would be returning in the 2020-2021 school year. All present CAC Board members confirmed that they would be returning next year.

d. CAC Budget for 2020-2021

The CAC budget would be \$5,000 for the 2020-2021 school year.

e. Additional Parent Training(s) in the Fall

i. Topic suggestions

Ms. Marisol Rivera suggested a training on Zoom or GoogleMeets for distance learning but most importantly for IEPs.

Ms. Veronica Ramirez suggested possibly posting YouTube tutorials.

Mr. Glenn Edwards shared that the El Rancho Unified School District had several resources and tutorial links in the Distance Learning section of the district website accessible to the public.

Ms. Janet Queneau reported the Autism and IEP trainings were well received last year and could be held again next year.

Ms. Hilda Lopez thought that having the break-out sessions as part of the Disability Resource and Transition Fair was a great idea.

ii. Format

Ms. Veronica Ramirez suggested that the Autism trainings be held virtually.

Ms. Janet Queneau reported that CAC could host a combination of formats for the trainings starting in October or November once CAC determined which ones it would like to host next year. She asked the Board to email topic suggestions to Ms. Gloria Ruiz and Ms. Hilda Lopez.

f. Annual Service Plan and Annual Budget Plan Review

Ms. Janet Queneau shared that WACSEP would be rescheduling the Public Hearing regarding the Annual Service Plan and Annual Budget Plan Review in June. She would communicate the new date to the CAC Board as soon as it was set.

## G. Action Items

- a. It is recommended that \$120 be approved and ratified to pay the interpreter for the 2020 Disability Resource and Transition Fair on March 10, 2020.

Moved: Hilda Lopez  
Seconded: Cheryl Goodman  
Vote: 5-0

- b. It is recommended that the following CAC Board meeting dates be approved for the 2020-2021 school year.

|                              |
|------------------------------|
| September 9, 2020            |
| <del>November 11, 2020</del> |
| January 13, 2021             |
| March 10, 2021               |
| May 12, 2021                 |

\* The CAC Board approved all dates except November 11, 2020 date as it is the Veteran's Day holiday.

Moved: Hilda Lopez  
Seconded: Veronica Ramirez  
Vote: 5-0

## H. Director's Comments

- a. Local Plan update

Ms. Janet Queneau reminded the Board that Section B - Governance and Administration of the Local Plan was sent to them for review and included several sections. She explained that all SELPAs were required by the State to revise their Local Plans using the new template. Ms. Janet Queneau welcomed input and questions from the CAC Board before the Joint Powers Board approved the final version of the Local Plan. Once approved by the Joint Powers Board, the Local Plan would be presented for District and County approval.

Ms. Veronica Ramirez asked for clarification on what part of the documents the Board could provide input on.

Ms. Gloria Ruiz thanked Ms. Janet Queneau and Ms. Jessica Burgos for working hard the last few months to update the Local Plan.

- b. Other

Ms. Janet Queneau thanked all present Board members for attending the virtual Board meeting and for their commitment to CAC. She thanked parents and staff for working hard to figure out this new process of learning and supporting students. Lastly, she wished that everyone stayed healthy and safe during this

time. She looked forward to seeing everyone in person when allowed to do so.

Ms. Veronica Ramirez thanked everyone for everything they are doing as students are adapting. She thanked Ms. Janet Queneau and Ms. Jessica Burgos for checking in and Mr. Glenn Edwards for supporting El Rancho Unified School District special education students.

**I. Adjournment-** The meeting adjourned at 10:54 a.m.