

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

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JANET QUENEAU  
EXECUTIVE DIRECTOR

**Community Advisory Committee**  
**10:00 a.m. on January 22, 2020**  
**8036 Ocean View Avenue, Room 20**  
**Whittier, California 90602**

**MINUTES**

**A. Roll Call-** The meeting opened at 10:05 a.m.

East Whittier - Hilda Lopez  
El Rancho - Absent  
Little Lake -Lacee Harris  
Los Nietos - Absent  
South Whittier - Cheryl Goodman  
Whittier City - Absent  
Whittier Union - Gloria Ruiz

**B. Approval of Agenda for January 22, 2020**

Moved: Hilda Lopez  
Seconded: Cheryl Goodman  
Vote: 4-0

**C. Approval of Minutes for November 20, 2019**

Moved: Cheryl Goodman  
Seconded: Hilda Lopez  
Vote: 4-0

**D. Public Input**

No public comments.

**E. Budget Review**

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

The approved expenses were reviewed.

## **F. Discussion Items**

### **a. Understanding the IEP Process: A Parent Training - Feedback**

Ms. Gloria Ruiz reported that the training was well presented and attended; it was a great overview of the process and the proper channels to use. She thanked Mr. Jonathan Vasquez, Superintendent of Los Nietos, for presenting and his willingness to help, as well as Ms. Janet Queneau, Ms. Karla Rahiman, and Ms. Kristine Ramos.

Ms. Janet Queneau echoed Ms. Gloria Ruiz' comment and thanked Mr. Jonathan Vasquez, Ms. Karla Rahiman and Ms. Kristine Ramos for presenting. Additionally, she thanked Ms. Lacey Harris and Ms. Gloria Ruiz for being in the audience. She shared that there was a variety of parents at the training and all seven districts were represented. A survey was provided at the end and good feedback was collected on ways to improve the training if presented again in the future.

### **b. Update on Disability Resource and Transition Fair - March 10, 2020**

Ms. Janet Queneau reported that there was a lot of progress since the last meeting. The planning team met with Ms. Lilia Bozigian, principal at Pioneer High School, and her team and were able to tour the cafeteria and a classroom which would be available for the break-out sessions. Ms. Queneau thanked Ms. Lilia Bozigian for allowing us to use the space at Pioneer High School for the fair. Additionally, she shared that Ms. Adahena Gutierrez would be taking the lead on organizing the resource fair this year with other WACSEP staff supporting. Lastly, she reported that the flyer would be shared with the CAC and be sent to the member districts.

### **c. Additional Parent Training in the Spring/Fall**

#### **i. Topic suggestions**

Ms. Queneau reviewed this year's CAC sponsored parent events and asked for topic suggestions. The suggested topics for trainings in the upcoming school year included a repeat CAPTAIN training and the IEP process training, transition, trainings focused on the jr. high school level and high school, conservatorship, and a kick-off CAC event similar to the resource fair. Ms. Queneau would bring the topics back in March.

### **d. Legislative Day in Sacramento - April 29, 2020**

#### **i. Attendance by CAC Members?**

A discussion took place regarding attendance at the Legislative Sharing Day. An email would be sent to all the CAC Board members to get an idea of who would like to attend. Ms. Ruiz and Ms. Lopez both shared that they would be interested in attending, if no one else was able to attend.

## **G. Action Items**

- a. It is recommended that \$200 be approved to potentially pay for gift cards for the 2020 Disability Resource and Transition Fair raffle.

Moved: Hilda Lopez  
Seconded: Cheryl Goodman  
Vote: 4-0

- b. It is recommended that two representatives from the CAC Board be approved to attend the Sacramento Information Sharing Day on April 28- 29, 2020 at a not to exceed, estimated cost \$1,200 per person.

Moved: Hilda Lopez  
Seconded: Cheryl Goodman  
Vote: 4-0

## **H. Director's Comments**

- a. Update on Local Plan

Ms. Queneau reported that WACSEP was working diligently on updating the Local Plan and had just received the templates all SELPAs would be required to use to update this document but indicated there were a few glitches found. She thanked Ms. Ruiz and Ms. Lopez for serving on the Local Plan committee.

## **I. Future Meeting Dates**

### **INFORMATION ITEM**

Due to a scheduling conflict, the Community Advisory Committee (CAC) changed the CAC Board meeting date of May 20, 2020 to May 13, 2020.

- J. Adjournment** - The meeting adjourned at 10:42 a.m.