

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

---

PHONE: (562) 945-6431  
FAX: (562) 945-5855

8036 SOUTH OCEAN VIEW AVENUE, WHITTIER, CA 90602

JANET QUENEAU  
EXECUTIVE DIRECTOR

## **Community Advisory Committee**

**10:00 a.m. on May 9, 2024**

**8036 Ocean View Avenue**

**Whittier, CA 90602**

### **AGENDA**

#### **A. Roll Call**

East Whittier  
El Rancho  
Little Lake  
Los Nietos  
South Whittier  
Whittier City  
Whittier Union

#### **B. Approval of Agenda for May 9, 2024**

Moved:  
Seconded:  
Vote:

#### **C. Approval of Minutes for January 23, 2024**

Moved:  
Seconded:  
Vote:

#### **D. Public Input**

Members of the public may address the Community Advisory Board directly concerning items within its jurisdiction on any topic of district or SELPA concern that may or may not be on the agenda for that meeting. Anyone who would like to address the Board during the opportunity for community comments should complete the form provided and submit the form to the Chairperson of the Board. Presentations will be limited to (3) minutes per speaker.

#### **E. Budget Review**

- a. \$5,500 was originally budgeted for CAC for the 2023-2024 school year.
- b. Increase for 2023-2024 only to \$8,000 due to increased interpretation and travel costs.

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

8036 SOUTH OCEAN VIEW AVENUE, WHITTIER, CA 90602

PHONE: (562) 945-6431  
FAX: (562) 945-5855

JANET QUENEAU  
EXECUTIVE DIRECTOR

i. **Approved Expenses thus far for 2023-2024:**

1. Not to exceed \$3,150 for interpretation and translation services for CAC sponsored 2023-2024 parent events. Actual cost to date \$1,305.00.
2. Not to exceed \$500 for materials/supplies, snacks, and beverages for up to three CAC sponsored parent training held October through December. Actual cost \$20.83.
3. Not to exceed \$481.80 to provide breakfast, lunch, materials, and supplies for the August 9, 2023 DHH Connections: Summer Social and Parent Training. Actual cost \$481.80.
4. Not to exceed, \$1,062.50 for a food vendor at the Disability Resource and Transition Fair. Actual cost \$1,062.50.
5. Not to exceed, \$800.00 for supplies/beverages and vendor and presenter gifts for the Disabilities Resource and Transition Fair. Actual Cost \$424.24.
6. Not to exceed, \$2,978.00 for registration and travel expenses for two CAC representatives, and registration for one additional CAC representative, to attend the Sacramento Legislative Sharing Day on April 30 - May 1, 2024. Actual cost pending.

c. \$6,000 has been budgeted for CAC for the 2024-2025 school year.

**F. Discussion Items**

- a. DHH Department Request
- b. Parent Training
  - i. Disability Resource and Transition Fair
    1. March Debrief
    2. Upcoming October Fair - October 22, 2024
  - ii. Understanding the IEP Process Debrief
- c. Legislative Sharing Day Debrief
- d. CAC Priorities for 2024-25
- e. Recommendations for parent trainings for 2024-25
- f. Annual Service Plan and Annual Budget Plan Presentation [Exhibit F.d]
- g. 2024-2025 CAC Meeting Dates

09/12/2024
11/14/2024
01/16/2025
03/13/2025
05/15/2025

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

---

8036 SOUTH OCEAN VIEW AVENUE, WHITTIER, CA 90602

PHONE: (562) 945-6431  
FAX: (562) 945-5855

JANET QUENEAU  
EXECUTIVE DIRECTOR

## G. Action Items

- a. It is recommended that the CAC Board approve, not to exceed, \$500.00 to provide breakfast, lunch, materials, and supplies for the DHH Connections: Social and Parent Training to occur during the 2024-2025 school year.

Moved:

Seconded:

Vote:

- b. It is recommended that the CAC Board approve, not to exceed, \$2,000 for interpretation and translation services for CAC 2024-2025 sponsored events.

Moved:

Seconded:

Vote:

- c. It is recommended that the CAC Board approve, not to exceed, \$300 for supplies/materials, snacks and beverages for parent trainings/events held during the 2024-2025 school year.

Moved:

Seconded:

Vote:

- d. It is recommended that the CAC Board approve, not to exceed, \$650 for supplies/materials, snacks and beverages for the fall 2024 Disability Resource and Transition Fair.

Moved:

Seconded:

Vote:

- e. It is recommended that the CAC Board approve, not to exceed, \$1,200 for food vendor at the fall 2024 Disability Resource and Transition Fair.

Moved:

Seconded:

Vote:

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

---

8036 SOUTH OCEAN VIEW AVENUE, WHITTIER, CA 90602

PHONE: (562) 945-6431  
FAX: (562) 945-5855

JANET QUENEAU  
EXECUTIVE DIRECTOR

## H. Director's Comments

- a. Introduction of new CAC Board Member
- b. Returning Board Members for 2024-2025
- c. Other items

## I. Adjournment

Moved:  
Seconded:  
Vote:

**Next CAC Board Meeting  
September 12, 2024**

Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the District can be inspected at the following address during normal business hours: 8036 Ocean View Avenue, Whittier, CA 90602

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

---

8036 SOUTH OCEAN VIEW AVENUE, WHITTIER, CA 90602

PHONE: (562) 945-6431  
FAX: (562) 945-5855

JANET QUENEAU  
EXECUTIVE DIRECTOR