

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

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JANET QUENEAU  
EXECUTIVE DIRECTOR

**Community Advisory Committee**  
**10:00 a.m. on September 14, 2023**  
**8036 Ocean View Avenue**  
**Whittier, CA 90602**

**MINUTES**

**A. Roll Call**

**Roll Call** - The meeting was called to order at 10:25 a.m.

East Whittier - Present  
El Rancho - Present  
Little Lake - Present  
Los Nietos - Absent  
South Whittier - Absent  
Whittier City - Absent  
Whittier Union - Present

**B. Approval of Agenda for September 14, 2023**

Moved: Hilda Lopez  
Seconded: Lacey Harris  
Vote: 4-0

**C. Approval of Minutes for March 16, 2023**

Moved: Hilda Lopez  
Seconded: Veronica Ramirez  
Vote: 4-0

**D. New Board Officers (Chairperson and Vice Chairperson)**

Gloria Ruiz nominated Hilda Lopez for the Community Advisory Committee Chairperson for the 2023-2024.

a. Nomination and election of new Chairperson

Moved: Gloria Ruiz  
Seconded: Veronica Ramirez  
Vote: 4-0

b. Nomination and election of new Vice Chairperson

Hilda Lopez nominated Gloria Ruiz for the Community Advisory Committee Vice Chairperson for the 2023-2024.

Moved: Hilda Lopez  
Seconded: Veronica Ramirez  
Vote: 4-0

**E. Public Input**

There were no community comments.

**F. Budget Review**

a. \$5,000 was budgeted for CAC for the 2022-2023 school year.

i. Total actual expenses for the 2022-2023 school year, \$3,481.90.

- a) Not to exceed \$450 to pay for a CAC tablecloth and a Disability Resource and Transition Fair banner. Actual cost \$312.97.
- b) Not to exceed \$800 for interpretation and translation services for CAC sponsored 2022-2023 parent events. Actual cost \$420.00.
- c) Not to exceed \$250 for materials/supplies, snacks, and beverages for the CAC sponsored parent training. Actual cost \$81.13.
- d) Not to exceed \$1,000 for a food vendor at the Disability Resource and Transition Fair. Actual cost \$983.98.
- e) Not to exceed \$300.00 for supplies and presenter gifts for the Disabilities Resource and Transition Fair. Actual Cost \$298.42.
- f) Not to exceed \$2,500 for two CAC representatives to attend the Sacramento Legislative Sharing Day in May 2023. Actual cost \$1,168.97.
- g) Not to exceed \$250 for materials/supplies, snacks, and beverages for the Assemblymember visit. Actual cost \$216.43.

The CAC reviewed the budgeted amount and expenses for the 2022-2023 school year.

b. \$5,000 has been budgeted for CAC for the 2023-2024 school year.

The CAC reviewed the budgeted amount for the 2023-2024 school year.

## G. Discussion Items

### a. Proposal by Deaf and Hard-of-Hearing Department [Exhibit F.b.]

Deaf and Hard of Hearing (DHH) Summer Social proposal was provided by the department requesting funding for breakfast, lunch, and supplies for students and families. This event was held in August and had a great turnout with multiple vendors, breakout sessions, and a panel. It was a wonderful event that provided an opportunity to DHH students to connect with other students that don't always have DHH peers at their schools. It was nice to see brand new families connecting with others for support.

### b. Parent Workshops/Training for 2023-24

WACSEP SELPA Liaison, Brandi Nerio, shared the dates of the two upcoming "Understanding the IEP Process" parent trainings. Two sessions have been scheduled, one in person and a virtual meeting. CAC planned to sponsor two more sessions later in the year. The CAC Board suggested different sites, times, and formats for the remaining two future meetings.

Ms. Janet Quneau shared information about workshops geared towards families of children who had just become eligible for special education services; these workshops were piloted in spring 2022. Although the series was not well attended, those that attended were engaged. The Preschool Intake Assessment Team (PIAT) is looking to revamp the workshops this year. Additionally, the Board discussed sponsoring a training on transition and the possibility of including the parent perspective at the Disability Resource and Transition Fair.

The board discussed ways to increase parent participation which included putting information on the website, posting on social media, surveying topics of interest, and looking into what other CAC in the area had success with.

### c. Dates for CAC sponsored event

#### i. Disability Resource and Transition Fair - Tuesday, March 5, 2024

Pioneer has confirmed the space for the Disability Resource and Transition Fair on March 5, 2024. WACSEP has sent a "Save the Date" to previous vendors and hopes to start publicizing the event earlier this year than last year.

### d. Dates for future Disability Resource and Transition Fair

#### i. Plan to move the event to the fall

The CAC Board discussed moving the Disability Resource and Transition

Fair to the fall starting next year due to many other competing events in the spring. Additionally, they discussed moving the time to the morning if a venue was available.

**A. Action Items**

- a. It is recommended that the CAC Board approve, not to exceed, \$800 for interpretation and translation services for CAC 2023-2024 sponsored events.

Moved: Gloria Ruiz  
Seconded: Veronica Ramirez  
Vote: 4-0

- b. It is recommended that the CAC Board approve, not to exceed, \$500 for supplies/materials, snacks and beverages for up to three parent trainings held October through December of 2023.

Moved: Veronica Ramirez  
Seconded: Gloria Ruiz  
Vote: 4-0

- c. It is recommended that the CAC Board approve, not to exceed, \$481.80 to provide breakfast, lunch, materials, and supplies for the August 9, 2023 DHH Connections: Summer Social and Parent Training.

Moved: Gloria Ruiz  
Seconded: Hilda Lopez  
Vote: 4-0

**H. Information Items**

- a. The remaining CAC Board meetings for the 2023-2024 as scheduled on the following dates:

11/09/2023
01/11/2024
03/14/2024
05/09/2024

**I. Director's Comments**

a. Governor's Revised Budget for 2023-24

Ms. Janet Queneau shared that the California State Budget was finalized, with an 8.87% Cost of Living Adjustment (COLA) for special education. The increase is very positive; however, special education funding is based on total average daily attendance (ADA), which has declined in all of our districts. This could mean an overall decrease in special education funds. The two bills supported by CAC, AB 1517 and SB 354, are moving forward with no opposition from either the Senate of Assembly, and hopefully, will get to the Governor's office soon.

b. Other items

Ms. Janet Queneau reported to the CAC Board that any suggestions for resource topics for the website may be emailed to her. Additionally, she thanked Ms. Lorrie Ruiz for her service on the CAC Board as the Little Lake City School District parent representative.

**J. Adjournment** - The meeting was adjourned at 11:41 a.m.

Moved: Gloria Ruiz

Seconded: Veronica Ramirez

Vote: 4-0