



**SELPA III CAC Meeting Minutes**  
**November 8, 2021**  
**12:00 – 1:00 PM**

The Santa Clara County Office of Education has adopted a [resolution](#) directing all legislative bodies (including SELPA CACs) under SCCOE to meet remotely in accordance with AB 361 and making findings pursuant to AB 361.

Join Zoom Meeting:

<https://sccoe.zoom.us/j/95818602099?pwd=cGZSbDEzZ3JsZXNkWWVTN3hBNTVGUT09>

Meeting ID: 958 1860 2099

Please contact [jrodriguez@sccoe.org](mailto:jrodriguez@sccoe.org) or 408-453-6960 for meeting passcode

One tap mobile +16699006833,,95818602099# US (San Jose)

Find your local number: <https://sccoe.zoom.us/j/95818602099?pwd=cGZSbDEzZ3JsZXNkWWVTN3hBNTVGUT09>

1. Call to Order

The meeting was called to order at 12:05pm

2. Roll Call, Attendance, Welcome & Introductions

	Name	District/Agency
X	Leo Mapagu, SELPA staff	SELPA
X	Jaqueline Rodriguez, SELPA staff	SELPA
X	Tina Chang, parent	Cambrian
X	Joana Kent, parent	Union
X	Sharon Trattner, Program Specialist	Moreland
X	Tatsiana Nasevich, parent	Union

3. Consent Items (Approval by board-appointed CAC representatives)

- A. Approve Special Provision Allowing for Teleconference Meeting during a Governor-Declared State of Emergency Pursuant to AB 361, effective November 8, 2021 meeting only

Background

On March 17, 2020, the Governor issued [Executive Order N-29-20](#) that suspended the teleconferencing rules set forth in the Brown Act enabling legislative bodies to meet remotely. On September 16, 2021, the Governor signed AB 361 authorizing a legislative body subject to the Brown Act to continue to meet remotely using teleconference without compliance with the Brown Act teleconference rules if certain conditions are followed. On September 21, 2021, the County Health Officer issued a recommendation, which is attached hereto and incorporated herein, that public bodies continue to meet remotely. On October 6, 2021, the County Superintendent of Schools adopted a resolution making findings related to AB 361 for all legislative bodies under the jurisdiction of the SCCOE. The SELPA III CAC Board hereby affirms the ongoing emergency conditions and the need to use the provisions of AB 361 for the SELPA III CAC meetings.

[Executive Order N-15-21](#)

Student Impact

The County Health Officer has recommended that legislative bodies continue to meet remotely to promote

social distancing as one means to reduce the risk of COVID-19 transmission. The Santa Clara County Office of Education has an important governmental interest in protecting the public health, safety, and welfare of those who participate in meetings of the various legislative bodies during COVID-19 and ensuring that all members of the public can participate safely in meetings of legislative bodies.

[Health Office Recommendations](#)

Action

Affirm that conditions described in AB 361 continue to apply and adopt resolution of Findings of AB 361 for the SELPA III CAC Board.

CAC board-appointed members, Tina Chang & Tatsiana Nasevich, approved the consent items

B. [May 10, 2021](#) and [October 25 2021](#) Meeting Minutes

CAC board-appointed members, Tina Chang & Tatsiana Nasevich, approved both Meeting Minutes

C. November 8, 2021 CAC Meeting Agenda

CAC board-appointed members, Tina Chang & Tatsiana Nasevich, approved today's agenda

4. General Public Comments

Per Brown Act requirements, the CAC may respond briefly to public comments but cannot take action on anything not listed on the agenda.

No members of the public provided comments

5. Information Item:

- SELPA Executive Director Updates - [SELPA CAC Padlet](#)

- CALPADS: No new updates. Districts are still working on clearing-up data behind the scenes.
- Fiscal Updates: Article on LRS and DPDR Grants were uploaded into the padlet. Leo suggested members read the article.
- Local Plan: No new updates on Local Plans.
- Legislative Update: SELPA will post an update into the padlet after meeting with district SPED directors
- ADR events: ADR conference recordings by Marc Purchin and Jason Harper have been posted on the SELPA III CAC website and CAC Padlet.
- ADR services: ADR informational brochures in English, Spanish and Vietnamese have been posted on the SELPA website, and CAC padlet.
- Recorded Training: Recorded trainings from the CA CEC were uploaded into the padlet based on training topics discussed at the October CAC meeting.
- Brown Act & CAC: Information about Brown Act and the CAC have been uploaded into the CAC padlet. Changes to the Brown Act as a result of COVID-19 were not included.

- Message from CDE: Leo asked members to provide input, as requested by CDE, regarding Family EMpowerment Centers.
- SELPA Association Listserv: Leo asked members to consider joining the SELPA Association listserv to receive information directly from the association.
- A link of the CAC 3 Padlet will be posted on the website

6. Old Business Items:

- Recruitment – share finalized [flyer](#)

SELPA III CAC board members approved the flyer. Leo will share flyer with district Directors and request for receive feedback, if any. Once the flyer is finalized, SELPA will ask districts to disseminate flyer to parents. Flyer will be posted on the SELPA III CAC website and will need to be translated into Spanish and Vietnamese. Flyer will include meetings times based on survey results.

- Trainings:
  - Procedural Safeguards Training by Lozano-Smith (November 2021)
  - Finalize final training topic once survey results are reviewed.

Procedural Safeguards Training has been posted on the SELPA III CAC website. Leo mentioned that the event will be recorded. The goal is to make sure the contents of the training are presented. Parents can submit questions and SELPA can follow-up with a response.

Second training topic will be finalized upon receiving survey results.

- Meeting Dates and Times for 2021-2022 (finalize times based on survey results)
  - 2/14/2022, 3:00 – 4:00 PM
  - 3/14/2022, 3:00 – 4:00 PM

Meeting times will be adjusted according to survey results.

- Teacher Appreciation: 5/9/22, Monday from 3:30 – 4:30 PM (tentative date; finalize)

Leo will check previous records for best time for Teacher Appreciation. Date will have to be provided to Directors in advance for teacher attendance. Time is ideal since teachers no longer have students during that time. Leo will connect with Directors for Teacher nominations

- Upon new membership of board-appointed representative, nomination of Secretary

The Recording Secretary shall:

- maintain a current address list of CAC members
- take minutes at all CAC meetings
- provide a draft of minutes to the Chair at least two weeks prior to each monthly meeting
- distribute minutes to designated organizations
- record committee finances
- keep a complete file of all printed material related to the CAC.

In the event there is no Recording Secretary, the minutes shall be taken by an attending member who will provide a draft of minutes to the Chair at least two weeks prior to the next scheduled meeting.

Leo has not heard of any parents reaching out to Directors to be board appointed. Item will remain on agenda until appointments are made.

- Information Item [SELPA III CAC Webpage](#): What other information should be added about parent resources to the CAC website?

Tina has received various emails on CAC gmail from different agencies/organizations. She will forward emails to Leo and Leo will review emails to ensure which ones can be posted on the website.

## 7. Adjourn

Meeting was adjourned at 12:43pm