

CAC Special Education Committee – Meeting Minutes of August 20, 2013

Meeting called to order at 6:40 PM

In attendance:

Melissa Owens, Sarah Thompson, Pam Harris, Ruth Beckner, Melissa Waxler.

I. Presentation of the Meeting Minutes from April 2nd, 2013:

Approval of prior Minutes was tabled due to low meeting attendance.

II. Discussion of BOE Responses:

Melissa Owens presented the BOE responses to our recommendations last spring. The responses were very favorable to the committee: our budget level is maintained from the prior year, the first session of SPED-U has already been posted on the district website, and we will be able to invite for-profit entities to the Resource Fair within a certain scope. Discussion of how that will affect the Resource Fair is tabled for a future meeting.

III. Discussion of 2013 Special Education University:

Sarah Thompson presented the program proposal from Pat Kluzik-Stauch of STAR NET. The program is titled: Parents on the IEP Team: Strategies for Success. Pat's main focus will be on equipping parents with effective tools for participating in the IEP meetings and becoming better advocates for their child/children. Translation of the program needs to be done for the Spanish session.

It was decided to have small discussion groups after the presentation, led by parents rather than district staff. Melissa Waxler suggested doing a "touch-in" to start the discussions, and to have note cards available to parents so that they can keep track of their ideas. Staff members will be floating in the room, and will be available to pull parents aside for in-depth discussion if necessary.

Melissa Owens reported that the event website is ready to go. Draft copy of the Save The Date cards was approved pending Spanish translation. Melissa will have those available by the CAC General Meeting on September 12.

Action Items:

- *Melissa Owens will send cards to Melissa Waxler for Spanish translation check.*
- *Sarah Thompson will send our previous presentation to Pat at STAR NET for her reference.*
- *Sarah will ask Pat at STAR NET about donating an appropriate book for a door prize.*
- *Sarah will check with Pat about getting the translation done for the program.*
- *Melissa Owens will prepare more Parent Tips sheets.*
- *Melissa Waxler will check SWEP for cookies for the session.*

IV. Discussion of Parent Resource Fair:

Committee briefly touched on the Resource Fair. If we do invite for-profit entities, what would be an appropriate charge for a table? Funds could be used for refreshments for attendees: there have been a lot of requests for water in the past. It would be nice to also have cookies available.

Attention at this time needs to be focused on new vendor prospects, and soliciting for volunteers. Melissa Owens & Melissa Waxler will try to track down names from last year. Melissa Owens and Sarah Thompson will ask for day-of volunteers at the General CAC Meeting, along with our normal solicitation for additional committee members.

Action Items:

- *Melissa Waxler is checking into resources for parent handouts.*
- *Melissa Owens will continue preparing for our online presence.*
- ***IMPORTANT:*** *We need ideas for new vendors, and new focus topics, for this year's Fair for discussion at the next meeting! Please come prepared with some ideas!*

Other Business

No other business was raised.

Meeting adjourned at 8:00pm.

Next committee meeting will be held on September 17th, 2013 at 6:30pm in room 358, U-46 Educational Services Center at 355 E. Chicago Street, Elgin, IL.

Respectfully submitted by:

Melissa Owens, CAC Special Education Committee Co-Chairperson.