

## ***CAC Special Education Committee – Meeting Minutes of March 17th, 2015***

### **In attendance:**

Melissa Owens, Sarah Thompson, Marisol Gonzalez, Ruth Beckner, Melissa Waxler, Leatrice Satterwhite, guest Jeffrey Fields.

### **I. Call to order:**

Meeting called to order at 6:40 pm. Approval of February 17<sup>th</sup> minutes was tabled due to lack of quorum.

### **II. Discussion of 5<sup>th</sup> Annual Parent Resource Fair:**

Melissa Owens presented feedback from the Resource Fair. Attendee feedback was 91% positive, with some dissatisfaction with the lack of support groups and exhibitors for hearing and speech & language impairment. Many of the attendees reported hearing about the Fair either through social media or from the flyer. The committee agreed that flyer distribution was much better this go around.

Other suggestions:

- Need seating for the survey area.
- Maintain color coding of disability areas
- IEP presentations probably aren't needed on a continuous basis. Perhaps schedule select times where they will be shown off to the side in the exhibit area.
- Translation for the Spanish IEP is too literal and probably needs to be redone. Melissa Waxler is in communication with a staff member (Rosario) who has offered to help with translation of the video, and with other informational pieces we have as well as at events.
- Melissa Waxler recommended Rory Conran/Fox Tech to exhibit on transition services.
- Exhibitors need to be contacted by phone the week before the event to secure commitment; far too many no-shows this year.
- Additional janitorial support/set up and clean up help still needed.
- Scheduling of volunteers needs some improvement; M Owens suggested using an online system such as VolunteerSpot, which would allow volunteers to pick their slots.
- Lisa White submitted her review via email: location was great, NHS support was very helpful. We need to document the layout for next year, and signage for exhibitor parking. The presentation room seemed too far away and may have contributed to low attendance.

### **III. Discussion of Special Education University**

The committee decided that taking on another event so close to the end of the year is not feasible. The committee believes that follow-up work needs to happen with transition services, and perhaps can be revisited for the fall of the next school year.

#### **IV. 2014/15 Report and Goals for 2015/16**

This agenda item tabled due to low attendance. The committee report will be reviewed next month.

#### **V. Other Business**

Jeffrey Fields from IEP Project Justice (<http://jefferyfieldsadvoc.wix.com>) addressed the committee. Mr. Fields works in the areas of restorative justice, conflict resolution, and mentoring and advocating for students with special needs, particularly within the judicial system. Mr. Fields would like to spread awareness of the work he is doing with the Kane County Juvenile Justice Committee within U-46.

Mary Gonzalez moved to adjourn; Sarah Thompson seconded the motion. Meeting adjourned at 8:00 pm.

Next committee meeting will be held on April 21st, 2015 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.