

CAC Special Education Committee – Meeting Minutes of September 15, 2015

In attendance:

Melissa Owens, Sarah Thompson, Robert Salis, Melissa Waxler, Leatrice Satterwhite, Denise Matthews, Rebecca Miller, Sarah Siddiqui, Lisa White, Marisol Gonzalez, Christine Cagney

I. Call to order:

Meeting called to order at 6:35 pm. Sarah Siddiqui moved to approve the 08/18/15 minutes; Robert Salis seconded the motion. Approval of 08/18/15 minutes carried by voice vote.

II. Discussion of Special Education University:

Leatrice Satterwhite presented a draft slide show for November 2016 SPED-U. Slide show highlights programs and services. In order to be efficient with the presentation, the committee decided to have two presenters execute the presentation, rather than the individual providers. Presentation should begin with an introduction to district specialized services, and explanation of differences between programs and services. Committee made changes to various slides for clarity.

Action Items:

- ***Leatrice Satterwhite to continue work on the slide show to fill in missing programs/services.***
- ***Packet for SPED-U attendees:***
 - ***Folders (Leatrice)***
 - ***6 Slide handout with two pages for notes (Leatrice)***
 - ***Program/Service Staff contact sheet (Leatrice)***
 - ***Acronyms sheet (Melissa Waxler / Christine Cagney)***
 - ***Question Box for attendees (entire committee – need suggestions!)***
 - ***How do programs change grading practices?***
 - ***Special Child Magazines (Melissa Owens)***
- ***Melissa Waxler to send Melissa Owens descriptions of event categories for flyer.***
- ***Melissa Owens to design flyer and send to the district for translation.***

III. Discussion of 6th Annual Special Needs Parent Resource Fair

Discussion tabled because of time constraints. Sarah Thompson stressed the need for volunteers.

Action Items:

- ***Melissa Owens to work on website and invite/survey for exhibitors. Sarah Thompson has solicited help from Pam Sodemann for exhibitor contacts.***

IV. Committee Informational Material

Melissa Waxler is working on this item.

Lisa White moved to adjourn; Robert Salis seconded the motion. Meeting adjourned at 8:00 pm.

Next committee meeting will be held on October 20, 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.