



NW SELPA CAC MEETING MINUTES

August 27, 2024

9:00 – 10:00 AM

[NW SELPA CAC Bylaws](#)

For disability related accommodations, or requests for interpreters, please contact the SELPA office via email at NMAunder@sccoe.org, or leave voicemail at (408) 453-6960 at least three (3) business days prior to the scheduled meeting.

1. Call to Order

The meeting was called to order at 9:03a.m.

2. Welcome & Introductions/Attendance

CAC Members

District/Agency	Name	CAC Role*
Cambrian School District	Tina Chang	Board Appointed CAC Member
Campbell Union High School District	Sandra Kuo	Board Appointed CAC Member
Cupertino Union School District	Jana Weaver	Pending Board Appointed CAC Member
Fremont Union High School District	Sabeen Sattar	Board Appointed CAC Member
	Susan Salop	Board Appointed CAC Member
Loma Prieta Joint Union School District	Sofia Bresson	Pending Board Appointed CAC Member



Mountain View Los Altos Union High School District	Jane Chen	Pending Board Appointed CAC Member
	Christine Case-Lo	Board Appointed CAC Member
Palo Alto Unified School District	Janet Owen	Pending Board Appointed CAC Member
	Rika Yamamoto	Board Appointed CAC Member
Santa Clara Unified School District	Megan Fincher	Board Appointed CAC Member
Saratoga Union School District	Lori Larson	Board Appointed CAC Member
Sunnyvale School District	Geeta Gollakota	Pending Board Appointed CAC Member
	Sujata Dhar	Pending Board Appointed CAC Member
Union School District	Nupur Sethi	Pending Board Appointed CAC Member
	Rachel Roth	Pending Board Appointed CAC Member
SELPA AU	Leo Mapagu	Ex-officio member

* Representative Board Member - Chairperson, Ex-officio member, Board-Appointed CAC Member

Others Present

District/Agency	Name & Title	Email Address
SELPA	Namita Maunder, SELPA Coord.	nmaunder@sccoe.org
SELPA	Jaqueline Rodriguez, SELPA Admin IV	jrodriguez@sccoe.org
Cambrian School District	Maggie Spehar, Special Ed Director	speharm@cambriansd.com
Campbell Union School District	Heather Wellendorf, Special Ed Director	hwellendorf@campbellusd.org



	Melissa Rojek, Program Coordinator	mrojek@sccoe.org
Campbell Union High School District	Kara Butler, Special Ed Director	kbutler@cuhsd.org
Cupertino Union School District	Jennifer Willis, Special Ed Director	willis_jennifer@cusdk8.org
	Ashley Hedley, Parent, Local Educational Advocate	ashleyhedley@gmail.com
	Adrienne Belardes	adrienne1love4@gmail.com
	Jami Shams	jamishams@hotmail.com
Fremont Union High School District	Nancy Sullivan, Special Ed Director	nancy_sullivan@fuhisd.org
	Jenny Chen	yichen@gmail.com
	Aparna V	aparna_venkat@yahoo.com
	Misato Petite	misato.petite@gmail.com
Los Altos Elementary School District	Jennifer Keicher, Special Ed Director	jkeicher@lasdschools.org
	Amanda Schort, Parent	aschort2@gmail.com
	Alison Biggs	abiggs@gmail.com
	Michael Beman, Parent	mbeman@ucmerced.edu
Los Gatos Union School District	Daniella Sullivan, Program Specialist	dsullivan@lgusd.org
Mountain View Los Altos Union High School District	Megan Hunt, Program Specialist	neena.mand@mvla.net
	Tiffany Genasci, Program Specialist	tiffany.genasci@mvla.net
Mountain View Whisman School District	Frank Selvaggio, Special Ed Director	fselvaggio@mvwisd.org



	Erica Rutldge, Parent	erica_k_rutledge@yahoo.com
	Lisa Henry	lisahenry06@gmail.com
	Annie Spillane	spillane@umassglobal.edu
	Cindy Xu	cindyxu89@gmail.com
Palo Alto Unified School District	Teri Lee, Special Ed Director	tlee@pausd.org
	Simone Worsham, Coordinator	sworsham@pausd.org
San Jose Unified School District	Sarah Adams-Kiddy	sarah@voraciousreader.com
	Marianna Zuromski, Parent	marianna@zuromski.com
Santa Clara Unified School District	Kathy Alaniz, Special Ed Director	kalaniz@scusd.net
	Vickie Fairchild	vickiefairchild@gmail.com
	Jasmin Murphy, Parent, SCUSD Staff	jmurphy@scusd.net
Saratoga Union School District	Erin Granger, Special Ed Director	egranger@saratogausd.org
Sunnyvale School District	Linda Van Mouwerik, Special Ed Director	linda.vanmouwerik@sesd.org
	Gabby Dobrescu	gabitza.dob@gmail.com
	Subhashini Krishnasamy, Parent	grandemind@gmail.com
	Raina Tuakoi	rainatuakoi@gmail.com
	Judee Taok	judeeamstaok1126@icloud.com
	Diana Angarita, Parent	dianro48@hotmail.com



	Nicole McAdams	nikim186@aol.com
	Zeynep Aksu, Parent	zeynep.aksu@gmail.com
	Ariel Valencia	rielab@yahoo.com
Union School District	Christina Sanchez, Program Specialist	sanchezch@unionsd.org
	Ayse Oezer	waage80@gmail.com
	Annakaisa Pohjola	akp@basen.net
	Cheryl Min	chiucsr@gmail.com
	Ching Lee	chiucsr@gmail.com
	Eileen Le	eileen.le@sesd.org
	Jessica Camacho	jessycamacho91@yahoo.com
	Jun Wang	junwang487@gmail.com
	Kelly Ehlers	kellyraeehlers@gmail.com
	Laura Thomas	lauriesf20@gmail.com
	M Shah	shahminalj@gmail.com
	Mona Rawal	monaphilo@gmail.com
	Poonam Desh	deshmukh.poonam@gmail.com
	Shalini Mustala	smustala@gmail.com
	Tomas Lampo	aide_muckier.0u@icloud.com



	Tongui Ma	tongcui.ma@gladstone.ucsf.edu
	Z Li	zli00001@gmail.com

3. General Public Comments

Members of the public may address the CAC on any issue within the [scope of responsibilities of the CAC](#) that is not listed on this agenda. Individual remarks will be limited to 2 minutes. No action can be taken on these items at this time. Special education parent or student issues will be referred to the appropriate district special education administrator.

Tina Chang addressed the CAC regarding trainings provided by DDS (CA Department of Developmental Services).
Jane Chen addressed the CAC regarding concerns on CCEIS (California Coordinated Early Intervening Services) updates.

4. Discussion Items :

a) CAC Board-Appointed Representatives - Recruitment/LEA Appointment

SELPA Executive Director, Leo Mapagu, stated there is still work to be done for our districts that still need to find board appointed representatives. He mentioned the SELPA staff is tracking to make sure each district has two reps. SELPA will continue to monitor that the majority of the composition of the CAC are parents and specifically parents of students with disabilities to meet the local plan and education code requirements for CAC. He also thanked the special education directors for doing their diligent work in searching for CAC representatives.

b) SELPA CAC Budget

SELPA Executive Director, Leo Mapagu, stated the SELPA Governing Board has approved a budget for SELPA CAC that amounts to \$10,000. The CAC will be able to use this budget for CAC activities by management from SELPA. This will be an ongoing item on the agenda for CAC meetings. Nancy Sullivan, Fremont Union High School Special Ed Director, asked if we could include translation of flyers to budget items. Megan Fincher, Santa Clara Unified CAC Rep, asked about a subcommittee to discuss the CAC budget. Leo commented the treasurer of the CAC will be in contact with SELPA in regards to budgeting. A committee will take a while to approve items on the agenda. Sabeen asked if the budget will be available to be used for trainings/speakers. Leo mentioned as long as it is CAC related activities the answer is yes. However, we have to follow SCCOE processes in regards to invoicing, contracting, and insurance requirements. Sabeen also asked if the CAC can take donations from a non-profit agency. Leo mentioned we will check in regards to SCCOE processes and procedures in accepting donations.



- c) What is SELPA CAC? Q&A by Harbottle Law Group - Tentative October 1, 2024 at 9 AM; If you have questions for the presenter, please complete [this link](#) by September 10, 2024)

Leo mentioned this Q&A will not be charged to the CAC budget and SELPA will absorb the cost associated with this training. The event is tentative for October 1st. More information will be shared to those who are present at this meeting and districts to disseminate. Leo mentioned there is a link to submit any questions ahead of time regarding SELPA CAC.

- d) Regular Meeting Schedule 2024-25 – five meeting dates; draft [poll/survey](#) regarding time of day, day of the week, duration of meeting, etc.

The bylaws indicate there are 5 meetings for the year. A draft survey has been put together to determine the best time and day for CAC meetings. The results will be presented at the next meeting. The goal is to find the best time for the majority to attend to establish a quorum. Susan Salop, Fremont High CAC Rep, shared she has received feedback about evening options. Morning options will exclude those who work during the day. She suggested changing the “other” option to “after 6pm” on the survey form.

- e) [Representative board](#)

Leo mentioned, per the CAC bylaws, the first two years we will each have 2 rep members from the previous SELPAs. Bylaws will be followed to make sure the board is established and officers will also be appointed. Susan Salop asked who is eligible for the roles. Leo mentioned anyone can be eligible as long as they are board appointed reps. Marianna, from SJUSD, mentioned she would like to be involved in the committee. SELPA will reach out to her to provide her with more information. Lori L, Saratoga CAC Rep, mentioned that per the bylaws, elections of the new representative board need to take place on the first official meeting. Christine Case-Lo will be the board rep for SELPA I. Anne Spillane is available to step up if Christine is unable to. Susan Salop will be the board rep for SELPA II. Tina Chang will be the board rep for SELPA III. There is no rep for SELPA IV present during the meeting and Leo will reach out to SJUSD. Megan Fincher will be board appointed for SELPA VII.

- f) Parent Chat Meetings

Due to time, this agenda item will be moved to the next CAC meeting.

- g) SELPA CAC email address

Due to time, this agenda item will be moved to the next CAC meeting. More information will be shared via email.



5. Information Items

a) [Logistical Support & In-House Expert List](#)

A list has been provided on CAC logistical support. This will assist with CAC planning activities and events for the 24-25 school year.

b) NW SELPA [CAC webpage](#)

Due to time, this agenda item will be moved to the next CAC meeting. The NW SELPA CAC website is currently up and running.

c) [Priorities Running List](#)

The priorities running list will be an ongoing item posted on the agenda. Leo shared the document with the group. Anything that is noteworthy in terms of potential future priorities, Leo will share those to the SELPA Governance Council for consideration at the end of the 24-25 school year to identify SELPA priorities for 25-26. The group was encouraged to discuss this towards the end of the school year.

6. Adjourn

The meeting was adjourned at 10:05am

Next Meeting: TBD based on survey results