

## Capistrano Unified School District

### Community Advisory Committee (CAC) Minutes

November 15, 2023

### In Person & YouTube Live

**Meeting called to order at: 9: 36 AM.**

#### **Attendance:**

Rachel Niemeyer-Sutherland  
Steve Burke  
Mina Carson  
Beth Davis  
Michele Ploessel-Campbell  
Danielle Schmiesing  
Kimber Smith  
Carol Atkinson-Smith  
Whitney Zolna  
Sonia Moser  
Jillian Stewart

#### **CAC members absent:**

Julie Cole  
Janelle Stever  
Nicole Lindstrom

#### **Officer and Committee Reports**

Beth Davis called the meeting to order. She asked attendees to please sign in. Whitney Zolna motioned to approve the agenda and start the meeting. Steve Burke seconded. No corrections to the October minutes. By raising of hands, the group approved the motions. Mina Carson motioned to approve the agenda with two corrections to meeting dates. Whitney Zolna seconded. By raising of hands the motion was approved. All in attendance were notified the meeting was being recorded live on YouTube and would be available for future viewing on the CAC YouTube channel. A link will be posted to CAC social media accounts as well. Spanish translation was available for those attending the meeting in-person.

**Sped Reps Needed-** The following schools are still in need of Sped Reps: Carl Hankey, Concordia, Del Obispo, DJAMS, Hidden Hills, Kinoshita, Ladera Ranch Elementary, Las Flores Elementary, Marian Bergeson, OCASA, Oso Grande, Tijeras Creek, and Viejo Elementary.

#### **Chairperson Reports**

**Sonia Moser - Family Resource Center Liaison- FRC Happenings, Families Connected-** On January 18, 2024, FRC will host another parent workshop, with more details to follow. On

February 7, 2024, Dr. Laura Cooper-Smith will be discussing the importance of sleep. More information on these events can be found on Instagram @CUSD Family Resource Center. OC Parks will be hosting a “Silent Night” with carolers and Santa at Heritage Hill Historical Park on December 14 from 5:30-8:30 PM. This event will be “Autism sensitive,” and you must RSVP. Check the OC Parks website for more details.

**Beth Davis – Sunshine Committee**-The Sunshine Awards are currently scheduled on March 28, 2024. This could change after a venue is decided upon. We need volunteers the day of to help setup ahead of time. The Sunshine Committee is also looking for a space larger than CUSD District Boardroom to hold the Awards. Drinks are needed for the event. Please bring water, soda, tea, and canned beverages to the February CAC meeting

**Michele Ploessel-Campbell - Legislative Update**- The PTA is requesting parents to send a letter to members of congress so that \$22 billion in education funding is not cut. It’s easy to send a letter! Simply click the link below.

[Take Action - Advocacy | National PTA](#)

Urge your members of congress to take action on issues that are most important to our children and our schools. Use these easy tools to sign up for action alerts, find and view legislation, find officials, and contact congressional members to enact change.

[www.pta.org](http://www.pta.org)

**Rachel Niemeyer-Sutherland- Grade Level Transitions Event**-A flyer is available for this event, it can be found in the post meeting CAC email. On Wednesday January 24, 2024 from 9:30-11:30 via Zoom, there will be separate presentations for each transition group. Parents will share what they have learned from previous transitions, and there will be teachers and administrators in attendance to help answer your questions. This will be a supportive environment and a great opportunity to ask questions!

**Administrator Introductions/Discussion**

**Clint Collins, Asst. Superintendent, Special Education Services**- A handout was provided for this presentation. It can be found in the post meeting CAC email. A parent engagement handbook will be ready in January to distribute to school sites. The goal of the handbook is to help parents have a better understanding of the IEP process. The handbook contains resources, educational tools, and procedural safeguards. On page 12 of the handbook the differences between IEP’s and 504’s is listed. That specific page was provided in handout form, and can be found in the post CAC email. The ATP Holiday Boutique will take place December 1<sup>st</sup> and 8<sup>th</sup> at district office in training rooms 1 and 2. A flyer for this even can be found in the post meeting CAC email.

**Next Meeting is the annual Grade Level Transitions Event on January 24, 2024, at 9:30 am via Zoom. Links for each grade level transition will be provided prior to the meeting.**

**Meeting adjourned at: 10:18am**