

# **Continuing Advisory Committee (CAC) Meeting Minutes May 15, 2019**

**Region 13 Education Service Center  
5701 Springdale Rd. Austin, TX 78723**

**CAC Attendees:** Agatha Thibodeaux, Alicia Giordano, Elizabeth Donaldson, Rachel Dreiling, Stephanie Martinez, Amy Litzinger, Jen Stratton, JoAnn Wofford, Ray Tijerina.

**CAC Absentees:** Jana Burns, Jana McKelvey, Kristine Mohajer, Laura Villarreal, Laurie Rodriguez, Shemica Allen, Teresa Bronsky.

**Texas Education Agency Attendees:** Keith Swink, Sandra Serna, Stacy May, Heather Reisman, Tammy Percy.

**Welcome and Opening** – Agatha Thibodeaux, CAC Chair - Mrs. Agatha Thibodeaux opened the meeting and reviewed the meeting guidelines. Quorum was present at 10:18 am.

**Introduction of New Members:** Present new members introduced themselves- Alicia Giordano, Jen Stratton, Ray Tijerina, Amy Litzinger.

**Review and Approval of minutes for the February 25, 2019 meeting** – Stephanie Martinez made a motion to approve the minutes from February 25, 2019 as amended, Jen Stratton seconded the motion.

**Discuss, Recommend, and Take possible action on meeting minutes completion and approval process:** Agatha Thibodeaux proposed to leave some time at the end of our meetings to approve the current meetings minutes. Jen Stratton made a motion to approve, Rachel Dreiling seconded motion. All approved.

**Review and Approval of Bylaws from February 25, 2019** – Jen Stratton moved to approve amended Bylaws, Amy Litzinger seconded. All approved of amended Bylaws.

## **Article V: Officers, Terms and Duties**

### **Section1**

Removed, "The CAC may deliberate selections of CAC officers in closed session." Jen Stratton made a motion to approve Bylaw Amendments Rachel Dreiling seconded motion. All approved.

Section 1: Roles and Responsibilities of Officers. The CAC Chair role was modified, "Shall sign all legal documents on behalf of the CAC as required or authorized by law." was taken out. Jen Stratton moved to strike the sentence, Amy Litzinger seconded. All approved of amended Bylaw.

Section 1: Roles and Responsibilities of Officers. The CAC Vice Chair role was modified to read. "Shall, upon request of the Chair and Secretary's absence, take the minutes of the CAC meetings." Jen Stratton moved to approve amended Bylaw, Amy Litzinger seconded. All approved of amended Bylaw.

Section 1: Roles and Responsibilities of Officers. The CAC Secretary role was modified to read. "Shall take minutes of the CAC meetings and provide minutes to TEA." Jen Stratton moved to approve amended Bylaw, Amy Litzinger seconded. All approved of amended Bylaw.

**Discuss, Recommend, and Take Possible Action on Officer Elections -**

Move to table elections to September meeting made by Jen Stratton, seconded by Beth Donaldson. All approved.

**Discuss, Recommend, and Take Possible Action to begin preparing for 2021 Legislative Report -**

Led by Agatha Thibodeaux. Discussed 2019 Legislative Report. Amy Litzinger will follow up with possible carryover recommendations from previous report. TEA will send out Doodle Poll for CAC members to approve and select topics.

**Public Comments** – Public Comment Started at 1:00 and ended at 1:04

- Adrian Gaspar - Disability Rights of Texas shared information about short falls in youth receiving appropriate education while living in mental health facilities.

**New Member Orientation** – Led by Heather Reisman.

- CAC Functions
- Open Meetings
- CAC Bylaws
- Advise vs. Advocating

**TEA Update on State Performance Plan/Annual Performance Report**

**Data** – Led by Tammy Percy & Justin Porter

- SPP Targets and Results for 2017-2018
- Disproportionality
- OSEP (Office of Special Education Programs) visit 6 school districts May 6-9th
- Follow-up visits of Strategic Plan – monitoring pilot auditing process

**Request for Updates**

- Members will email Update suggestions to CAC mailbox

**Discuss, Recommend, and Take Possible Action on Current Minutes**

Committee read through current meeting, May 15, 2019, minutes, Stephanie Martinez motioned to approve minutes, Amy Litzinger seconded motion. All Approved.

**Motion to Adjourn** by Stephanie Martinez, seconded Amy Litzinger, meeting Adjourned at 3:30pm.