

**Continuing Advisory Committee (CAC) Meeting Minutes  
January 16, 2019  
Region 13 Education Service Center  
5701 Springdale Rd. Austin, TX 78723**

**CAC Attendees:** Agatha Thibodeaux, Kristine Mohajar, Kristin Tassin, Jana Burns, Elizabeth Donaldson, Erin Wilder, Laurie Rodriguez, Rachel Dreiling, Stephanie Martinez, Teresa Bronsky.

**CAC Absentees:** Jana McKelvey, Jo Ann Gama, JoAnn Wofford, Julia Erwin, Karen Beasley, Robin Lock, Shemica Allen.

**Texas Education Agency Attendees:** Keith Swink, Sandra Serna, Stacy May.

Welcome and Opening – Teresa Bronsky, CAC Chair - Mrs. Teresa opened the meeting and reviewed the meeting guidelines. Quorum was present at 9:09 am.

**Review and Approval of minutes for the August 29, 2018 meeting** - A name correction and a few spelling errors were corrected and approved as amended. Laurie Rodriguez made a motion to approve the minutes as amended, Kristin Tassin seconded the motion.

**Review and Approval of minutes for the October 1, 2018 meeting** – A few minor spelling errors, punctuation corrections and clarifying names added in place of pronouns were corrected and approved. Kristin Tassin made a motion to approve minutes as amended, Laurie Rodriguez seconded the motion.

**Review and Approval of minutes for the October 30, 2018 meeting** – A few corrections were made for clarification purposes. Kristin Tassin made a motion to approve the minutes as amended, Elizabeth Donaldson seconded the motion.

**Discuss, Recommend, and Take Possible Action on the CAC Bylaws** – Led by Teresa Bronsky. Our purpose was to read and understand the Bylaws and make suggestions to amend Bylaws that are more appropriate for the “Open Meetings Act”.

- Kristin Tassin suggested– Article 5 Section 1 Specify roles of vice-chairs to clarify expectations, designate 1<sup>st</sup> vice chair and 2<sup>nd</sup> vice chair, who will run the meeting if the chair is not in attendance.
- Stephanie Martinez suggested – Chair requirement: this position must be on Special Education Committee as least one year before being eligible for election.
- Jana Burns suggested – The month of February to be chosen for the annual planning meeting that will happen yearly. Reserve afternoon time for annual planning meeting.
- Teresa Bronsky suggested- Clarification is needed Article 4 Section 3, prior written notice for missing meetings. Written notification should be in email form, not text.
- Teresa Bronsy suggested – Quorum of the meetings will comply with the Open Meetings Act Article 4 Section 4.
- Kristin Tassin suggested – Add procedures into the Bylaws for communicating with the Legislators.
- Laurie Rodriguez suggested – appoint a subcommittee to advice CAC committee on Dyslexia Handbook issues.

A word document will be put together and reviewed at a future meeting for amendments to be made to the current bylaws.

### **Presentation on Mental Health and Special Education by Laurie Rodriguez**

Awareness topic in support of mental health of our special education students, specifically school threat. Threat assessment process in regards to Trauma informed Care. Preventative measures that Dickinson ISD is implementing and making committee member aware of prevention and safety.

### **Discuss, Recommend, and Take Possible Action on Dyslexia**

**Handbook revisions** - Led by Teresa Bronsky a power point presentation prepared by Jan Cooke, M. Ed, Dyslexia Specialist, Region 4, December 2018 outlines all of the updates made to the handbook. Discussion was put on pause for public comment.

**Public Comments** – Public Comment Started at 1:00 and ended at 1:10

- Steven Aleman - Disability Rights of Texas shared information about staying vigilant in keeps tabs on the TEA's strategic plan

- Robbie Cooper – Decoding Dyslexia shared information about the loop holes in the dyslexia handbook. The big concern is that the process does not include the parent and should start with the Child Find Process.
- Lisa Flores – Parent shared information about personal experience navigating the dyslexia handbook process and how it still doesn't fix the real world process.

**Discuss, Recommend, and Take Possible Action on Dyslexia Handbook revisions cont'd** – Led by Teresa Bronsky

- It was agreed that we send out an email to committee for volunteers to create a sub-committee for dyslexia handbook.

**Discuss, Recommend, and Take Possible Action on Future Meeting Dates and Topics**

Possible Topics for Future Meetings

- Election of officers
- Revision of Bylaws
- Dyslexia Handbook Revisions
- Special Education Funding Info
- Corrective Action Plan Update
- Texas A&M ID Program presentation – Kristin Tassin
  - How to align w/K-12

**Possible future meeting dates in February**

- February 25, 26, 27, 28 – a doodle poll will go out
  - Topics that must be discussed are Elections of officers
  - Revision of Bylaws
  - Dyslexia Handbook

**Motion to Adjourn** by Kristin Tassin, seconded by Laurie Rodriguez, meeting Adjourned at 2:20pm.