

**CAC Specialized Student Services Committee – Meeting Minutes**  
**Tuesday, March 14, 2023, 7 p.m.**

**In Attendance:** Dr. Leatrice Satterwhite (Director of Specialized Student Services), Matthew Murphy (Assistant Principal of Student Services -Bartlett High School), Virginia McHugh-Kurtz (South Elgin HS), Chanda Schwartz (Prairie View), Sarah Siddiqui (Hilltop Elementary) and Avita Odoom (Sycamore Trails).

**I. Call to order** - The meeting was called to order by Sarah Siddiqui at 7:01pm.

**II. Approval of the January 2023 minutes** -A typo was corrected. A motion to approve the minutes was made by Virginia M-K. and seconded by Avita O. The committee voted to approve the minutes.

**III. Public Comment** – There were no public comments.

**IV. Discuss 2022-2023 Presentations**

**A. February presentation feedback: “The Talk: Supporting Your Neurodivergent Child Through Puberty” by Dr. Ann Weller and Cheryl Curry, LPC, Plum Tree Psychology**

- Thirty-five people were in attendance. Many people asked questions and were engaged. There was no feedback from the community, but the committee believed the presenters were effective and engaging. The two presenters worked well together in providing a great presentation. Plum Tree is growing their practice to include a nurse practitioner. The committee agrees that Plum Tree will be asked to present on another topic in the future.

**B. April presentation will be “Brain Training: Preparing Your Child for Independence at All Ages” by Joey Williams, MS, Advanced Behavioral Solutions LLC on Tuesday, April 11, 2023 at 7pmAdvanced.**

- Avita O. is in contact with Joey W. and has given her a deadline for March 21st for program materials, in order for the district to translate it. Virginia M-K. will be making a Facebook event. Dr. Satterwhite will be setting up the webinar link.

**V. U-46 Specialized Student Services Flyer presented by Matthew Murphy**

- The flyer includes SSS department overviews and corresponding emails, IEP meeting information, special education lingo, eligibility requirements, tips and tricks, SSS services, and more.
- Chanda S. recommended Matthew M. add FAQs. Avita O. will collect questions and email Matthew M. in the next few weeks. The suggestion for adding the present year, 2022-2023, was made.
- After adding the FAQs, the flyer will be available on the SSS and CAC SSS websites
- The link to the flyer will be added in the chat during the ABS presentation.
- Dr. Satterwhite will also share it during the LEA monthly training.

**VI. End of Year Report**

- Sarah S. will revise the end of year report to reflect 2022-2023 events.
- Evelyn Bevins needs to be contacted for the CAC SSS committee to present the report on 6/5/23 at 7pm. The committee will review and discuss the end of year report at the 5/23/23 SSS meeting.

### **VII. Ideas needed for next year's programming**

- Avita O. will email the committee mid-April to send a reminder about 2023-2024 program topic ideas.
- Idea 1: Amanda Leatherby to present a program on Procedural Safeguards. The safeguards were revised in Summer 2022.

### **VIII. Other Business**

- Matthew mentioned that there is a section on Puns that has been added to the Procedural Safeguards. There was a discussion of Puns services.
  - Seeking vs. Planning for services was discussed
  - Services include but are not limited to in-home supports, job coaching, respite, residential services, medical equipment, and transportation.
- Private placement families are not receiving district emails that specifically pertain to SSS programs. Private placement families can be contacted through infinite campus but we need to message Robert Bolin and his secretary, Rhonda Judd.

**VII. Adjournment of Meeting** – a motion was made to adjourn the meeting by Chanda S., and seconded by Avita O. The meeting was adjourned at 7:40pm.