

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

**CAC Attendees**

**Beasley, Robin Lock, Shemica Allen.**

**Education Agency Attendees:** Keith Swink, Sandra Serna, Stacy

Time and Opening – Teresa Bronsky, CAC Chair - Mrs. Teresa opened the meeting and reviewed the meeting guidelines. Quorum was present at

am.

**Review and Approval of minutes for the August 29, 2018 meeting - A**

few corrections were made 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**

added in place of pronouns were corrected.

made a motion to approve minutes as amended, the motion.

**Review and Approval of minutes**

A few corrections were made for corrections.

motion to approve the minutes as amended, the motion.

**Discuss, Recommend, and Take Action**

Led by Teresa Bronsky. Our purpose is to discuss and make suggestions to amend 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 Bronsky 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 -**

- Robbie Cooper – Decoding Dyslexia shared information about the loop