SPECIAL EDUCATION COMMITTEE MEETING AGENDA

Location:	Black Diamond Middle School – Room 502 4730 Sterling Hill Drive, Antioch, CA 94531
Date:	September 3, 2025
Time:	4:00 PM to 6:00 PM

AGENDA DETAILS

I. WELCOME AND PURPOSE- 10 MINUTES

a. Welcome from Trustee Olga Cobos-Smith and Dee Brown
b. Review the objectives of the meeting

II. TEAM WORK SESSION - 45 MINUTES

a. In teams, create a draft PowerPoint that includes:
   - Purpose of the Special Education Ad Hoc
   - Process overview
   - Summary of findings
   - Proposed vision, goals, and strategies
b. Prepare for a short presentation

III. TEAM PRESENTATIONS & FEEDBACK – 45 MINUTES

a. Each team presents draft (5–7 minutes each)
b. Group discussion and constructive feedback

IV. SELECTION OF THE PRESENTATION TEAM- 15 MINUTES

a. Review Board Meeting expectations
b. Determine which team members will present on October 29th
c. Assign roles (lead presenter, co-presenters, slide manager)

V. CLOSING & NEXT STEPS- 5 MINUTES

a. Confirm action items and deadlines for refining the final presentation
b. Recap selected presenters and responsibilities
c. Acknowledge team contribution