

**Glenn County SELPA**  
Minutes from January 30, 2017 Meeting

The Glenn County SELPA Governance Committee held a regular meeting on the above date at the GCOE Willows Admin Building, 311 S. Villa Avenue, Willows, CA, 95988

<b><u>MEMBERS PRESENT:</u></b>	Vicki Shadd	SELPA Director
	Nikol Baker	Lake School District
	Cody Walker	Princeton Joint USD
	Charles Tracy	Hamilton Unified SD
	Patrick Conklin	Plaza School District
	Mort Geivett	Willows USD
	Tracey Quarne	County Superintendent
	Laurel Hill-Ward	Stony Creek Joint USD
	Jim Scribner	Capay Joint USD

<b><u>MEMBERS ABSENT:</u></b>	Ken Geisick	Orland USD
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<b><u>DESIGNEES PRESENT:</u></b>	Jennifer Foglesong for Ken Geisick, Orland USD
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<b><u>OTHERS PRESENT:</u></b>	Jacki Campos, Judy Corum, Ronnie Stenquist, Jennifer Cox, Susan Tefts, Judy Holzapfel, Paul Barr, William Gillespie, Jennifer Foglesong, Karen Gosting, Randy Jones, Mary Byrd, Aaron Koch, Diana Perez, Dusty Thompson
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1.0 **Call to Order:** The regular SELPA meeting was called to order at 8:18.

2.0 **Pledge of Allegiance:**

3.0 **Welcome, Introductions and Roll Call:**

4.0 **Approve November 28, 2016 Minutes:**  
Nikol Baker (Lake) moved to approve the minutes. Jim Scribner (Capay) seconded. Minutes were approved as submitted.

5.0 **Discussion/Action Items:**

**5.1 December CASEMIS Data:** The information regarding the CASEMIS data from December 2016 was presented. We make important decision based on this data. Main areas of concerns are on the first three pages of the SELPA data. The number of students increased from 706 to 770 in 1 year. This is a significant increase. Students identified as Specific Learning Disability went up by 41 which is extremely high and the one area that we can have the most impact on identification. Autism is still on the rise. Emotional Disturbed has a very small drop. The numbers of students designated to Speech and Language has stayed the same. When we receive this data we also must review the anomalies and answer for them. It is important to pay attention to Specific Learning Disabilities and make sure there are interventions in place. This shows the increase in students designated is on a steady increase.

**5.2 Approval of Orientation & Mobility Guidelines (Action)** The OM Guidelines were presented. The cabinet has reviewed the information and has recommended the Governance approve the O&M Guidelines. Our population of O&M students has gone down. We had a .6 O&M. We now contract with Butte County for 2 students. Jim Scribner (Capay) moved to approve the Orientation & Mobility Guidelines as submitted. Laurel Hill-Ward (Stony Creek) seconded the motion. It was requested to have a first and second reading of these types of items in the future. A vote was taken. All ayes. Motion #99-17 passed unanimously.

## 5.3 Fiscal

**5.3.1 Multi Year Comparison Analysis:** The Multi-Year Analysis was presented at the November 28, 2016 SELPA meeting. It was requested at that meeting to analyze the cost and present at the January SELPA meeting. The cost were analyzed and presented. The cost increase from 14/15 to 15/16 were due to salary and benefits cost increase, difference in coding based on programs being supported. In addition, there was an inability to fill a psych/clinician position in 14/15 that was filled in 15/16. Indirect cost had a slight increase as well.

**5.3.2 OUSD Fiscal Report:** Fiscal reports for OUSD were presented by OUSD CBO Karen Gosting. Cost associated with rise in cost are associated with increase in enrollments, higher staff cost from increase in salaries and benefits, implanting professional development. There was also changes in coding for more transparency as requested by the SELPA.

**5.3.3 Year to Date – QCC Printouts:** As of Jan 31<sup>st</sup>, 2017 payroll OUSD is 65% spent and 7/12<sup>ths</sup> of the way through the Fiscal Year. At this time they have no concerns and no unexpected cost projected. GCOE year to date data was presented. Overall we are on track for a positive budget. We will be making expenditure adjustments for professional development cost. Variables to be aware of are we are waiting for the State Revenue. In addition, another variable to consider is always the possibility of a high cost student moving into the area.

**5.3.4 2016-17 APPE and Excess Cost Billings:** The first billings will be coming out soon to CBO's for the APPE and Excess Cost. No changes from 1<sup>st</sup> interim. Possibility for 2<sup>nd</sup> half to have changes.

**5.3.5 Non Public School Restoration Billing:** The first billings will be coming out soon to CBO's for the NPS Restoration.

## 5.4 Local Plan Review & Next Steps

**5.4.1 Draft Language: Fiscal, Hiring:** Draft language was presented for the Fiscal Oversight Committee. Discussion centered on adding language to the Fiscal committee to ensure it adheres to the Brown Act for transparency in addition, the frequency of the meetings was discussed. The Draft language will come to the March SELPA meeting as an Action Item. In regards to the language for hiring, the committee requested that an action item be presented at the March SELPA meeting to approve a draft letter that the SELPA Director will submit to the County Superintendent as a formal request to include site Superintendents in the hiring of both Certificated and Classified staff on their sites.

**5.4.2 Standing Facilities Committee (Action):** A draft of the Standing Facilities committee language was presented. Discussion centered on why the facilities committee was first started and that creating a standing facilities committee with postings, agendas, and minutes following Brown Act Guidelines will hopefully build in the collaboration and trust of the SELPA committee. Jim Scribner (Capay) moved that the current ad-hoc facilities committee become a standing SELPA committee which meets a minimum of three times per year. More if needed. Membership will be appointed by the SELPA governance. The committee will be consistent with Brown Act Regulations: postings, agenda, minutes and monthly reporting to the SELPA governance committee. When topics are discussed regarding a district, the superintendent and facility manager should be invited from that site. Appointments for membership made in April with July 1 membership for two year staggered terms: with 1 position on odd years and 2 on even years. The committee will have (3) Superintendents from the following types of districts: Elementary, Unified, and Joint as defined by the Local Plan voting structure. 1 - County Office Facility Manager. 1-District CBO. 1-County CBO. 1- Director of Special Education Glenn County Office of Education and additional members appointed as needed. Patrick Conklin (Plaza) seconded the motion. A vote was taken. All Ayes. Motion #100-17 Passed unanimously.

**5.5 SELPA Director Position:** Vicki Shadd announced her intent to retire in June 2017. She plans to submit her formal letter on March 1<sup>st</sup>, 2017. This creates a .5 FTE SELPA Director vacancy. The County Superintendent with assistance of the governance committee members (2.2) will decide whether to appoint or advertise for the .5 position. There was discussion centered around filling the position from within or posting the vacancy externally. Vicki stated that out of 9 SELPAS in our

region, 6 have grown from within. In doing so, someone can carry on who already knows the program. In addition, the vacancies in our region that have not filled from within have struggled to find a qualified applicant pool. Per Local Plan 2.2 the Governance Committee shall appoint two of its members. (One program operator and one non program operator) to assist the County Superintendent in the selection of the new .5 SELPA Director. The language within the Local Plan was reviewed and it was decided to add this item to the March SELPA agenda to further the discussion.

**5.6 Delineation between: Districts, County Office, Program Operators, SELPA:** The analysis of the mild and moderate cost is completed. Our next step is to run it through the model with hopes to present at the March SELPA meeting. There are protection in place in the Education Code for the certificated staff members but not for the classified staff members.

**5.7 PPIC Report:** The PPIC report was presented by using a PowerPoint that can be found in the exhibits. The PPIC looked at recent history of special education financing in California. Reviewed special education caseload and spending data. Looked at individual student data in CASEMIS. Interviewed a small number of SELPA Directors and Superintendents. Reviewed some SELPA websites and looked at what other states are doing. The findings were presented and are summarized in the PowerPoint found in the exhibits.

## 6.0 Committee Reports

### 6.1 Facilities:

- **Committee Update:** The Facilities Chair (Mort Geivett/WUSD) presented the update from the January 12, 2017 facilities meeting. There was discussion at the facilities meeting around the site walk for the Plaza Project that took place on January 5<sup>th</sup>, 2017. 8 General Contractors showed up. The update was given that the bid would close on January 24<sup>th</sup>, 2017 at 2pm. We have to take the lowest bid. There was also discussion around the Garden being set up for the 18-21 Transition Program. Jennifer Foglesong(OUSD) agreed to coordinate with the Orland FFA and Facilities Director to make the garden happen for the 18-21 Transition Program. There was discussion around the charts that have been in place and that they are a work in progress to update. The list of future priorities was discussed as well as a need for a Preschool program in the south county region.
- **Plaza Update:** The cost of the bids for the Plaza move project were passed out. The lowest cost bid came in from REM Construction. Paul Barr (GCOE) described all the items that went into the cost of the bid. There was great discussion around the cost \$75,548.32 already incurred in the project in addition to the cost of the lowest bid. Discussion continued as to whether the SELPA districts should cover the full cost or if OUSD and GCOE should cover the portion of the cost that were incurred from the planning of the move to the CK Price campus. Tracey Quarne (GCOE) and Karen Gosting (OUSD) agreed that they would further the discussion regarding the cost incurred and come to an agreement on how to keep those cost out of the SELPA Excess Cost. It was requested that an analysis of the excess cost come to the next SELPA meeting. The Governance will need to determine the formula for distribution of excess cost and repayment plan. Three options for the formula is to run it through our existing model, divide equally, or on an ADA basis. In addition, they would like to see the cost ran through the model with a 1 & 2 year payment plan. They would also like to see what the cost are associated with the move to CK Price that fell through and have those cost re ran in the same respects as above less the CK Price cost that OUSD and GCOE may agree to cover. Paul Barr, Facility Manager asked if he should move forward with the contract. Tracey Quarney, County Superintendent stated to move forward with the contract and begin the work.

## 7.0 Information Items

**7.1 State SELPA Report:** The State SELPA report was provided by Vicki Shadd. Discussion centered around Regional Surrogate Parent Training. In addition, Vicki reported that 3

previous GCOE staff members have passed away. Kay Stanton, Lynton Smith, and Gwen Morris.

**7.2 Staff/Program Updates & Changes:**

**7.2.1 GCOE:** Jacki Campos reported that GCOE currently has 1 opening for a 2 hour aide position that may be filled. GCOE has one aide retiring in February and the possibility of a Speech Therapist retiring in June.

**7.2.2 OUSD:** Jennifer Foglesong reported that OUSD is looking at staffing for next year. Not much change however, there may be change from site to site. They currently have an opening for a School Psychologist as well as possibly an opening for a Social Worker.

**7.3 Communications:** None

**8.0 Public and Committee Comments on Non-Agenda Items:**

**9.0 Adjournment:** Meeting was adjourned at 12:05.