

Glenn County SELPA
Minutes from October 22, 2018

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

MEMBERS PRESENT:

Jacki Campos	SELPA Director
Jim Scribner	Capay Joint USD
Nikol Baker	Lake School District
Ken Geisick	Orland USD
Patrick Conklin	Plaza School District
Mort Geivett	Willows USD
Charles Tracy	Hamilton Unified SD
Tracey Quarne	County Superintendent

MEMBERS ABSENT:

Korey Williams	Princeton Joint USD
Kevin Triance	Stony Creek Joint USD

DESIGNEES PRESENT:

OTHERS PRESENT: Ronnie Stenquist, Judy Holzapfel, Dusty Thompson, Jen Cox, Jack Lucas, Linda Riggle, Judy Corum, Suzanne Tefts, Dianne Holliman, Debbie Costello, Lisa Morgan

1.0 **Call to Order:** The regular SELPA meeting was called to order at 8:39

2.0 **Pledge of Allegiance**

3.0 **Welcome, Introductions and Roll Call**

4.0 **Approve September 24th, 2018 SELPA Meeting Minutes:** Nikol Baker (Lake) moved to approve the minutes. Mort Geivett (WUSD) seconded. All ayes. Minutes approved as submitted.

5.0 **Discussion/Action Items**

5.1 Independent Fiscal Analysis Report - *Jack Lucas will present the findings and recommendations from the independent analysis conducted about our SELPA costs and allocation model.* Jack Lucas presented the second draft of the SELPA Fiscal Analysis. Page 4 is the newest addition with table 5 detailing a breakdown with Glenn County as operator. Table 6 shows the detail of Orland Unified as a program operator. Currently the excess cost model looks at districts total expenditures as a whole and uses that number as a factor when distributing excess cost. This factor is included and does not reflect the costs of services. It is recommended that the SELPA does not continue to use this factor for allocating cost. Table 8 shows a comparison of Glenn County SELPA excess cost distributed using ADA & Pupil count rate to calculate average cost. Table 9 shows a comparison of the Glenn County SELPA excess cost being distributed using only the pupil count rate. Page 10, Table 12 Mild/Mod Program Cost details the analysis of districts taking back the mild/mod programs. The analysis were conducted with the following assumptions: BA +30 and 5th year across the board for certificated. For classified, if there were two levels, the lower level at 5 years of service was used. The health benefit caps along with statutory benefits were used and all numbers were from fiscal year 2017/18. If the districts ran mild/moderate programs, the county would still provide related services, severe, Tier 3, preschool, and infant services. Jack warns about beginning to pull pieces away, and the effect on the economy of scale. There is a point where the balance tips and services become too costly. Ken Geisick (OUSD) asked for further analysis to determine if OUSD could be over-paying for mild/moderate programs. Ken (OUSD) is concerned with the expenditures. The districts agreed to have Jack look at the revenues as well. Jacki Campos (SELPA) asked which simulation between table 8 vs table 9 is

recommended. Jack recommends using pupil count as it is more accurate to the actual students served and absenteeism is not a factor. The cost to run the class is the same even if a student is absent so eliminating ADA as a factor can be a more accurate reflection of how costs are generated. This is captured on Table 9. When working with other SELPAs, Jack sees that most people are doing a December/April Pupil count so that there are 2 data points as enrollment fluctuates. Patrick Conklin (Plaza) requested clarification that the current model has total district expenditures for general education and did not have anything to do with special education, this was confirmed, further the committee could not determine a cause for having that factor as part of the model. Jack further recommended separating the AU and SELPA office costs from the model and taking them “off the top”. Regardless of who the AU is, those are cost that will be generated.

5.2 Goals for SELPA - *Draft goals were presented to the SELPA governance members through a shared document. Members have an opportunity to provide input. Members will vote on adopting these goals.* Jacki presented the most recent draft of the SELPA goals. Nikol recommends removing the last sentence in Goal 3. Motion Ken Geisick (OUSD) moved to approve the goals with edits proposed by Nikol Baker (Lake). Jim Scribner (Capay) seconded. All ayes. Motion #118-19 passed.

5.3 Patterns of Strengths and Weaknesses Model for Specific Learning Disability Eligibility Procedural Manual - *A draft manual was submitted to the members via email for review prior to the SELPA meeting. Members of the public can access the document through the SELPA website, a printed copy will be provided upon request. Cabinet has recommended the SELPA adopt the manual. Members will vote on adopting the manual.* Jacki Campos (GCOE) presented the procedural manual so staff would have a manual to work from now that school psychologists are conducting patterns of strengths and weaknesses assessments. The proposed procedural manual is comprehensive and based on research that Glenn County SELPA would not be able to fund. Ventura County created it. Butte County has also adopted the same procedural manual. Patrick Conklin (Plaza) had questions regarding RTI sections and how this would be rolled out to staff. Jacki Campos (SELPA) will create a plan for training staff once the manual has been adopted by the SELPA. Jim Scribner (Capay) moves to approve. Chuck Tracy (HUSD) seconded. Nikol Baker (Lake) states that Ventura leads the state in the area of PSW. Nikol would like to see awareness brought to this. A vote was taken. All in favor. Motion #119-19 passed.

5.4 Caregiver Affidavit - *Parents can be unavailable for IEP meetings and will informally designate another family member or friend to attend the meeting and sign the document. By law, the person who holds educational rights needs to sign the IEP. The affidavit would give the Glenn SELPA a way for parents to send a designee to meetings.* The Caregiver affidavit is used if a parent is unavailable for an IEP meeting. Another adult residing in the home with the child can sign the Caregivers Affidavit and then authorize the IEP. Jim Scribner (Capay) moved to approve the caregiver affidavit. Nikol Baker (Lake) seconded. All ayes. Motion #120-19 passed.

5.5 Data Identified Non Compliance Data Collection or DINC for Glenn SELPA - *Glenn County Office of Education and Orland Unified were identified for DINC around overdue annual and triennial IEP meetings, and assessments that went over the 60-day timeline.* At this time, DINC is on hold and under review as of now. We have no corrective actions.

6.0 Committee Reports

6.1 Fiscal Oversight Committee Update – Jim Scribner (Capay) discussed the position control of the staff members paid from funds generated by indirect cost was not what he initially thought he requested. It appears there are positions funded by indirect cost that do not have anything to do with SELPA. Randy Jones (GCOE) will be discussing some of the positions with the County Superintendent regarding their appropriateness of being funded out of the indirect cost. Jack Lucas advised to separate these items

and make costs clear. Chuck Tracy (HUSD) would like a flow chart of duties schedule of who does what for the SELPA.

7.0 Information Items

7.1 YTD QCC Printout: The year to date comparative budget was distributed.

7.2 OUSD Fiscal Report: She was unable to get the FAR to print so she provided a Budget Report. They have decided from the recommendation of Jack Lucas to include indirect cost to their special education cost.

7.3 State SELPA Report: - *Examined efforts statewide around alternative dispute resolution, PENT, disproportionality, upcoming legislation, finance, CASEMIS, DINC, upcoming bill language around amending local plans, and CTC changes to the education specialist credentials.* There are new credentials for education specialist and there will be a presentation at the November SELPA meeting. There is a new state report about Special Education and it was written by the authors of the PPIC report. One of the key findings is the need for \$22 billion in order to meet our academic standards.

7.4 Staff/Program Updates & Changes

7.4.1 GCOE: Mostly fully staffed. Staff on maternity leave.

7.4.2 OUSD: No changes.

7.5 Communications: none.

8.0 Public and Committee Comments on Non-Agenda Items

9.0 Adjournment 10:37