Glenn County SELPA Governance Committee Meeting Minutes

Minutes from October 20, 2020

MEMBERS PRESENT:

Tracey Quarne  Glenn County Office of Education
Jacki Campos  SELPA Director
Patrick Conklin  Plaza School District
Nikol Baker  Lake Elementary School
Jeremy Powell  Hamilton Unified School District
Korey Williams  Princeton Joint Unified School District
Emmett Koerperich  Willows Unified School District
Dwayne Newman  Orland Unified School District
Jim Scribner  Capay Elementary School

MEMBERS ABSENT:

Kevin Triance (Stony)

DESIGNEES PRESENT:

OTHERS PRESENT:

Ronnie Stenquist, Judy Holzapfel, Randy Jones, Debbie Costello, Kerri Hubbard, Suzanne Tefs, Diana Baca, Kendra Tyler, Shane Anderson, Mark Duff, Cora Dais, Jennifer Cox, Cari Berlin, Karen Evans

1.0 Call to Order: 8:37
2.0 Pledge of Allegiance
3.0 Welcome, Introductions and Roll Call:
4.0 Approve September 15, 2020 SELPA Meeting Minutes: Motion by Dwayne Newman (OUSD) to approve the minutes with revisions to misspelled item of CACA to CAC and GCOO to GCOE. Second Jim Scribner (Capay). All in favor. Minutes approved as amended.

5.0 Discussion/Action Items

5.1 Transition Program Partnership/WorkAbility – annual reports on transition services. GCOE transition specialists Mark Duff and Cora Dais presented the annual transition report about the services they provide through the Transition Partnership program. Cari Berlin from the WorkAbility program presented some data on students one year after they have graduated high school. These programs have both been approved to resume work placements.

5.2 Facilities – review of the facilities matrix and custodial duties. Shane Anderson (GCOE) the director of the maintained department presented the facilities chart. The chart details that most districts handle mild/mod custodial duties as well as providing supplies like paper towels and toilet paper. Shane asked about district Covid-19 procedures and what will be done if there is a COVID case at a school site that is under the responsibility of the district. Jacki Campos (GCOE) reminded the group about the reimbursement that districts get for hosting regional programs so the staff in those programs can use office supplies, laminators or make copies on campus. Nikol Baker (Lake) would like this added to the agenda at the beginning and ending of the school year annually. Jim Scribner (Capay) proposed adding the facilities chart to the Fiscal Oversight Committee agenda so it can be discussed along with the regional host credit. Debbie Costello (WUSD) supports that agreement to add it to the Fiscal Oversight Committee as the responsibilities are not clear to new staff.

5.3 Local Plan Revision – continued revision of section B of the Local Plan. Jacki Campos (GCOE) presented the updated Local Plan Revision, which now includes new language about districts and charters leaving and
entering the SELPA as a voting member. No other updates on the document. Next steps for the local plan include bringing a final draft to the November SELPA governance meeting for a vote. Once the governance has approved the final draft, each school board will need to approve the Local Plan. Once all districts boards have approved, it will go to GCOE board. The Local Plan revision needs to be submitted to the state by June 30th.

5.4 Transportation Camera Policy – draft policy has been created for the camera systems that have been installed in all vehicles and buses. Jacki Campos (GCOE) presented the vehicle camera system policy for review. CSEA has already agreed to an MOU around using the videos in transportation. Parents have already been informed of the camera use and have signed permission for their students. Dwayne Newman (OUSD) wanted more information about what “spot checks” were and how they would be used. Clarifying language will be added. Nikol Baker (Lake) suggested making this a separate item so it is clear. Dwayne Newman (OUSD) asked about 4th amendment rights and our signage and parent notification. He recommends this policy is reviewed by an attorney and that the employees formally acknowledge they are aware of the video systems. Debbie Costello (WUSD) wanted to clarify if the footage will be kept for 3 months or 90 days. Patrick Conklin (Plaza) asked about union concerns. Jacki Campos shared the unions only concern was that the footage will not be used for evaluation and the drivers can turn off the cameras when students are not in the vehicle. Tracey Quarne (GCOE) would like to see if we can save footage for 6 months because individuals have the right to make a claim against the district or the county office of education for 6 months. Dwayne Newman (OUSD) recommended the footage be reviewed more often than every 90 days. Tracey Quarne (GCOE) agreed to have an attorney look the policy over and determine how long to keep the footage and how often the spot checks should occur. Nikol Baker (Lake) agreed it should be reviewed and brought back for approval.

5.5 Mid-year Budget Adjustments – fiscal oversight committee has requested SELPA governance revisit the discussions about mid-year budget adjustments due to the larger than expected carry-in funds. The Fiscal Oversight Committee and the SELPA governance committee both brought forward the need to discuss a mid-year adjustment for the fund balance. The fund balance from 19-20 is $682,911 in a total budget of $7,225,000 in resource code 6500. $9.5 million overall. Debbie Costello (WUSD) would like the fund balance to be applied to this year’s billing instead of applying it to next years’ budget. Patrick Conklin (Plaza) reminded the group that part of the large increase for Hamilton and Willows this year is due to updating the model to the new allocation method. Jeremy Powell (HUSD) expressed concerns about the overall costs for special education for his district. Jim Scribner (Capay) proposed leaving the model in place, but making adjustments if there is a fund balance so it can be applied earlier. Dwayne Newman (OUSD) supported the idea of the fund balance being applied to this school year since districts are facing deferrals. Jacki Campos (GCOE) commented that many SELPAs across the state are having their local contributions become more of what is funding special education as state and federal funds fall short. Glenn County’s local contribution is still below the statewide average. An updated allocation model will be brought to the November SELPA governance with information as to how each district will be affected by the fund balance and other changes based on closing the books for the 19-20 school year.

5.6 Community Advisory Committee – discussion on district progress on identifying parents for CAC. Jacki Campos (GCOE) reminded the districts that each district needs to nominate a parent to represent their district for more involvement from the community about matters related to special education.
6.0 Committee Reports

6.1 Fiscal Oversight Committee: Updates from October 12, 2020 Meeting: Jim Scribner (Capay) gave an update on the transportation analysis where the committee investigated the cost of drivers who were providing services outside of special education, this totaled $4,000 plus statutory costs. The committee agreed this did not have a significant material impact and did not recommend making any adjustments at this time. Debbie Costello (WUSD) added this would be revisited if services do not resume as normal. Debbie Costello (WUSD) inquired if the districts share of the learning loss dollars could pay for transportation cost. Randy Jones (GCOE) responded that this is an approved expense.

7.0 Information Items

7.1 GCOE Fiscal Report: Ronnie Stenquist (GCOE) presented the fiscal report. Currently on target. No major changes.

7.2 OUSD Fiscal Report: Kerri Hubbard (OUSD) presented the fiscal report. Currently on target. No major changes.

7.3 Staff/Program Updates & Changes

7.3.1 GCOE: Jacki Campos (GCOE) provided the GCOE staff update. Hired Clinician and two aides for Capay Extensive Support.

7.3.2 OUSD: Jen Cox (OUSD) provided the OUSD staff update. Due to really high caseloads at CK and Fairview they will hire a floating a position to assist with that caseload. Have two applicants. This hire will make their sped program fully staffed.

7.4 State SELPA Report

7.4.1 WestEd Report on SELPAs: Jacki Campos (GCOE) presented the State SELPA report. The WestEd report is looking at the costs of special education and the function of SELPAs in distributing this cost. Part 2 of the study will be released on a later date. The last report from the PPIC made recommendations about improving SELPA transparency which is why the Local Plan is now going to be updated every 3 years. Currently there is no recommendations from this report.

7.4.2 Finance Report: This report is directed towards fiscal staff with attachments to all of the relevant end of year reports and MOE tracking needing to be submitted in November.

7.5 Communications

8.0 Public and Committee Comments on Non-Agenda Items: Patrick Conklin (Plaza) asked when the regional program will resume at Plaza. Jacki Campos (GCOE) stated that parents have been invited to bring students back, but most want to wait until there is transportation. The CSEA negotiations have not been finalized and once the MOU is signed transportation will resume.

9.0 Adjournment 11:08

Public may comment on agenda items during discussion; any non-agenda public comments will be heard under Item 8.0.

*** Next Meeting Date: November 17, 2020, Virtual – 8:30***