

# Glenn County SELPA Governance

## Committee Meeting Minutes

Capay, Glenn County Office of Education, Hamilton Unified, Lake, Orland Unified, Plaza, Princeton, Stony Creek, Willows Unified

### **Minutes of August 15, 2023 Meeting**

Glenn County Office of Education – Orland Success Square  
131 E. Walker St., Orland CA 95963

#### **MEMBERS PRESENT:**

Ryan Bentz	Glenn County Office of Education
Jacki Campos	SELPA Director
Patrick Conklin	Plaza Elementary School
Jeff Ochs	Princeton Joint Unified School District
Amber Calonico	Walden Academy
Emmett Koerperich	Willows Unified School District (late)
Victor Perry	Orland Unified School District
Shane Humphries	Lake Elementary School District
Tyler Rutledge	Capay Elementary School District

**MEMBERS ABSENT:** Jeremy Powell (Hamilton), Emily Pendell (Stony Creek)

Others Present: Jen Boone, Darren Massa, Arné Stanfield, Debbie Costello, Dusty Thompson, Molly Fiorella, Judy Holzapfel, Lalaynia Little, Tom Cox (late), Laura Romano (late)

1. **Call to Order:** 9:06 am
2. **Pledge of Allegiance**
3. **Welcome, Introductions and Roll Call**
4. **Approve May 23, 2023 SELPA Meeting Minutes**  
M: Plaza, 2<sup>nd</sup> Princeton, **Vote:** Motion approved unanimously
5. **Public Comments on Agenda Items Only:** none
6. **Discussion/Action Items**
  - 6.1. **Governance Committee:** *brief review of meetings schedule & voting structure* – Jacki Campos (GCOE) reviewed the voting structure due to the large number of new members to the SELPA Governance committee within the past year. The Local Plan was just submitted for the most recent three-year cycle and the governance committee’s structure and responsibility were described therein; the submitted plan indicates that 2/3 vote passes measures as well as describes the election of the chairperson as well as selection for committee representation. Voting is done by a ‘One District, one vote rule’ – no weighted voting. Fiscal Committee purpose and membership reviewed – chairperson is Patrick Conklin, Plaza. Ad hoc committees have been used in the past and can be created as needed.
  - 6.2. **Budget and Billing Cycles:** *brief overview of the allocation model, the budget development and billing cycle.* – Jacki reviewed the billing cycle for the benefit of new members; allocation model will be covered at a later time in preparation for budget development. Timelines for data needed were reviewed as well as when Excess Cost billing occurs and when MOUs are revisited.
  - 6.3. **Facilities Matrix:** *annual review of the facilities agreements with each site/district in the county* – Jacki reviewed the Facilities Matrix to identify the responsibilities of GCOE and those of the districts when services are hosted at a district site. The matrix covers utilities, pest control, custodial services, etc. Orland Unified currently supports summer custodial of the Mill St. Therapy Unit – this will likely continue, Victor Perry (OUSD) to verify. Debbie Costello asked for clarification regarding whose responsibility an HVAC issue would be and this was discussed; it may be a joint effort, but more conversation will be had with GCOE Facilities. Victor asked about the Speech Therapists (who were sharing the Medical Therapy space), Jacki provided some history of the requirements for that program and indicated the speech staff have been relocated to the Orland Admin site. Debbie Costello asked if the same arrangement for the WIS Room 409 (now that it has been relocated) would be the same; Jacki indicated it would once the building is back in operation

- 6.4. Special education staffing:** *program assignments and contacts for LEAs.* – Jacki reviewed the current assignments of Program Specialists and locations of Student Service staff at District sites for PY 2023-24. Victor Perry asked about the staffing and whether it would be possible to have Program Specialists/Directors make themselves available to the staff and student so that district personnel and leaders were aware of these individuals; it would better foster collaboration and communication between the district(s) and GCOE personnel.
- 6.5. Special Education Compliance Monitoring:** *overview of the current compliance activities required by the CA Department of Education* – Jacki reviewed a portion of the Compliance Monitoring PowerPoint materials provided at an earlier time; she reviewed the timeline for monitoring and those sites that have already been reviewed. Additional sites will be selected and reviewed with new notifications received in March of the new year. The entire PowerPoint is also on the website for review and the link was referenced.
- 6.6. Educationally-related mental health services (ERMHS):** *guidelines and procedures for mental & behavioral health support services and the Tier 3 programs, Osprey (k-8) and Eagle (9-12).* – Jacki Campos reviewed ERMHS and the criteria for entrance/exit to OSPREY and EAGLE programs. Tom Cox and Laura Romano (GCOE) were invited to present further on this model. Jacki noted this hasn't been reviewed for quite a few years so it was revisited by the Clinicians and Program Specialists and could be a future action item for the SELPA Governance committee if the group so chose. Jacki reviewed the Tiers (I, II, III) and the services that accompany each tier as well as the methodology that would be used to place students in any of those categories. Tom Cox clarified that all Tiers can have same service on the IEP (individualized counseling) with the comments detailing the specialization as students move up the tiers. Debbie Costello asked how disciplinary actions are documented in SEIS when IEP students are referred to the administration (Principal) in order to better correspond with AERIES and Tom clarified this is done by the case carrier with communication systems continually being reviewed and refined. Jacki recommended that School Psychologists have access to AERIES for this reason as well to ensure the information is consistent across these platforms. Overall, the purpose of the model is to keep students functional in the school setting and set supports for them to be successful; OSPREY and EAGLE are not intended to be permanent settings – but intensive assistance to students that allows them to be eventually reintegrated into a general education setting. It is a multi-disciplinary group making these decisions and Jacki emphasized that the aim is to steer away from residential treatment and keep services to students within their home county.

## **7. Committee Reports**

**7.1. Fiscal Oversight Committee:** *next meeting October 16, 2023*

## **8. Information Items**

### **8.1. Fiscal Report**

**8.1.1. GCOE Fiscal Report** - Arné Stanfield (GCOE) introduced the GCOE Fiscal Report(s) - noting most expenses incurred so far are payroll. The exception being the large amount spent in object 5xxx for transportation services – related to the work done on the vehicles during the summer (preventative and regular maintenance) to prepare them for the upcoming year. Debbie clarified that the Capital Outlay encumbrance was not an AB602 expense (charged to SELPA) but it is part of additional grant dollars.

**8.1.2. OUSD Fiscal Report** - Jen Boone presented the OUSD Fiscal Report(s)

### **8.2. Staff/Program Updates & Changes**

**8.2.1. GCOE** - Jacki noted that just last week a Murdock teacher has been hired, in the 'nick of time', so all teacher positions are filled. There are about 10 aide positions available and are still being recruited. A second OT had been hired, but they backed out in August so the search continues. Additionally, GCOE is down a School Psychologist so teleservices may have to be offered for that service. Maternity leave is expected within the Speech Services staff in near future, so plans are being made to accommodate utilizing tele-speech while staff are out on leave.

**8.2.2. OUSD** – Molly Fiorella (OUSD) interviewing for Ed Specialists, aides, as well as two psychologists. They are using Tele-Psych services until those spots are filled.

## **9. Communications:** *none*

## **10. Public and Committee Comments on Non-Agenda Items:** *none*

## **11. Adjournment at 10:10 am**

**\*\*\* Next Meeting Date September 19, 2023 Willows, CA - 9:00am. \*\*\***