

CALAVERAS COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

Calaveras County Office of Education
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Calaveras County Special Education Executive Council
MINUTES

February 23, 2009

I. Call Public Session to Order 9:02 a.m.

Establishment of Quorum
Attendance by Roll Sheet

Executive Council Members:

Mike Chimente, Superintendent	Bret Harte Union High School District (BHUHSD)
John Brophy, Superintendent	Calaveras County Office of Education (CCOE)
James Frost, Superintendent	Calaveras Unified School District (CUSD)
Kathy Northington, Superintendent	Mark Twain Union Elementary School District (MTUESD)
Glen Sewell, Superintendent	Vallecito Union School District (VUSD)
Joan Lark	BHUHSD Board Member / President
Lou Boitano	CCOE Board Member
Valerie Tudor	CCOE Board Member (substitute for L. Boitano when unavailable)
Hank Nagle	CUSD Board Member (substitute for E. Garamendi when available)
Evan Garamendi	CUSD Board Member
Diane Bateman	MTUESD Board Member
Jill Bray	VUSD Board Member

Staff:

Robin Searway	SELPA Director
Jan Kendall	CUSD Director of Special Education
Patty Haskell	Program Manager
Sue Harper	Program Manager
Claudia Davis	Assistant Superintendent, Business Services
Debbie Koehler	Director, Personnel/Administrative Services
Debbie Scadden	Administrative Assistant, SELPA

Absent:

Debbie Koehler	Director, Personnel/Administrative Services
Valerie Tudor	CCOE Board Member
Hank Nagle	CUSD Board Member

Others:

Kathy Huebert	CCOE Board Member
Kathy Griggs	CHS Workability Coordinator

II. Approve Agenda

Robin Searway shared that an additional item regarding student SSID numbers will need to be discussed. With that addition, Glen Sewell made a motion to approve the agenda of February 23, 2009. Jim Frost seconded the motion and it carried unanimously.

III. Public Comment

No public comment.

IV. Flag Salute

V. Consent Minutes

Glenn Sewell shared that he would appreciate further discussion regarding the AME K-5 class shared program; however, he would open this discussion later in the meeting. Mike Chimente made a motion to approve the minutes of December 15, 2008. John Brophy seconded the motion and it carried unanimously.

VI. Discussion/Action items

- A. **Workability Presentation-Kathy Griggs:** Robin Searway introduced Kathy Griggs to the council members. She shared that Kathy Griggs (CHS Workability Coordinator), Sawndella Freeman (BHHS Workability Coordinator) and Jim Hayes (AU Transition Teacher) had recently presented on "Student Transition" to the Community Advisory Committee and it was very well received. Robin plans to focus more on the transition process for students next year. John Brophy took a moment to briefly explain the Workability program to the new board members explaining it not only benefits the students but involves the community in a positive and collaborative manner. Kathy Griggs provided a handout to the council members and the following are the topics discussed:

- On campus micro business
- Diverse work sites for SH students
- Intensive collaboration with 18-22 year olds in the Transition Class
- Work experience
- Career fair
- Transition goals-focus for services
- Student centered skill development
- Parent, school administrative and community support
- Community networking

Kathy then went on to explain the process of the recruitment of employers. Although there has been an eighteen year history of success with local employers, every effort is made to "match" each student with an employer before placement begins. The students are recruited by self referral, teacher, administrator and/or parent referral or by IEP Team planning. Once these steps have taken place the referral and placement process can begin.

Kathy explained that the monitoring and retention of the employed students consist of monthly evaluations, student check ins, regular communication with Special Ed teachers, staff and employers regarding student expectations and "Workability Club" networking between staff and students. Students are allowed to work a maximum of ten hours per week.

Before the end of the school year the Workability Coordinators assist students in the job search for summer employment, continued education referral and assistance for seniors, program planning for the next school year, presenting workability certificates to current employers and the end of the year report to the California Department of Education.

The council asked who writes the goals for these students on their IEPs. Kathy shared that she and Sawndella collaborate with each case manager and any other teachers involved in creating goals and benchmarks that the case manager notes on the IEP. The student is commonly involved in this process as well. She also stated that State funding of this program may be at risk next year. The council members expressed their appreciation of this presentation and praised Kathy on her hard work on behalf of the students.

VII. SELPA Directors Report

Robin Searway reported the following:

- Robin shared that the CAC (Community Advisory Committee) meetings have been well attended in the past but attendance has fallen off. Robin noted that we are in need of more representatives on the committee and requested that the Superintendents notify her of any suggestions they may have. The committee meets bi-monthly with the next meeting scheduled for March 24, 2009 at the Sonora Elementary School Library. This meeting is a collaboration of the Amador, Tuolumne and Calaveras counties. The scheduled presentation will be by Dr. Roxas, M.D. on "Mental Health Conditions in Children". Robin noted that she has been very pleased with our staff presentations and they are well received by the CAC and the community members.
- Robin gave the council members a brief overview of the trainings for the remainder of the year:
 - February 20, 2009-Teacher Training-Molly Teale presenting
 - February 27, 2009/March 6, 2009/March 13, 2009-PRO ACT Training-Patty Haskell and Sue Harper presenting
 - March 20, 2009-Special Education IEP Training for General Education Teachers for MTUESD and VUSD (K-8)-Anne Sherlock from Fagen Friedman and Fulfrost presenting
 - April 24, 2009 and June 1, 2009-PECS Training-Genesis Behavior Center presenting
 - March 13, 2009-Special Education IEP Training for General Education Teachers for BHUHSD (9-12)- Anne Sherlock from Fagen Friedman and Fulfrost presenting
 - February 26, 2009-Steering Committee MeetingThere are plans to provide an additional PRO ACT training in July for any new teachers. Mike Harrison, Sue Harper, Andria Pyle and Lisa Shaw are continuing their BICM training. When the course is complete, they will start training staff.
- Robin shared that our county is in line for a State review next year. Ken Freedlander will be our CDE representative as he has been in the past. Robin stated that during her last SELPA Administrators meeting, a discussion ensued regarding how State consultants are privy to district's confidential information. With such information they have been filing complaints against SELPAs who are out of compliance. The SELPA administrators were infuriated by this misuse of information. A motion was made to write a letter to Mary Hudler, Director of Special Education Division to voice their concerns. The letter requested CDE consultants attend the March SELPA meeting to discuss a solution to this issue.

- Robin reminded the council members of the following:
 - Rita Downs from Behavioral Health has been invited to the March 16th Executive Council meeting to discuss 3632/26.5.
 - The Annual Service and Budget Plans due to CDE by March 30th will be presented for discussion and review.
 - SSID numbers are now required for all preschoolers as of June 30, 2009. Andi Thomas provided a list to each Superintendent with the names of the preschooler in question. If there are any questions regarding the process of acquiring these numbers, call Andi Thomas.
 - Robin shared that she had received an email from John Lalonde that not all of the districts have submitted their mandated cost claims. She asked the Superintendents to look into this as it is due by Friday, February 27, 2009.
- Robin completed her report by sharing her appreciation of the SELPA Finance Committee.

Sue Harper:

- * Sue shared that her programs are doing well. She is currently taking the BICM training and the participants have two classes left before completion. She asked that BICM be added to the local plan in order to make the participants official trainers. BICM will add time to the psychologists' workload in providing behavior plans but it is a legally defensible program. However, it is imperative that teachers work collaboratively with their school psychologist implementing this plan for it to be defensible if challenged.
- * Sue asked for feedback from the districts on Inclusion services at their sites.

Patty Haskell:

- * Patty shared that she and Sue Harper have completed the course to become PRO ACT trainers. The training they are currently providing to staff involves a twenty hour program; sixteen hours of evasion training and four hours of physical defense and restraint training.
- * She is in the process of working on Extended School Year for 2009. She requested that the districts provide information to her on the names of the students attending and the teachers who have shown interest in summer school classes.

IX. Finance Report

Claudia Davis reported there is now a State budget. Regarding the Federal Stimulus package, the State will offset State costs before monies go to anything else. Claudia's advice to the districts is not to count on additional federal money for next year until you actually see it. Regarding categorical funding-Tier 1-3; Special Education is not being cut on Tier 1. There will be a 2 1/2-3% decline from the current year on revenue allocation. The other two categorical funds will be cut 5%. Claudia does not anticipate the new budget to affect Special Education significantly.

John Brophy provided a handout to the council members showing the ratio of staff to students in our special education programs. He explained that we are compliant in the ratio and he does not anticipate any certificated layoffs at this time. John shared that he and Claudia are working on early retirement incentive plans and hope to backfill any vacancies as incoming staff salaries will be lower. CCOE has a low number of classified office staff and if layoffs become necessary, they receive a 45 day notice. John stated that our O.T. services are being provided by Susan Sirias and 5-6 part time people on her staff. This contract has been cost effective and proven to work well for the county. A.T. services are being provided by CCS. Next year our DHOH and Vision specialists will be working part time with Tuolumne County to reduce costs while keeping services consistent for students in both counties. The legal fees have been high this year but they are being used for non-SELPA related issues such as direct support to districts. John shared that we will continue to review these items and report to the council members as the actual funding becomes clearer.

X. Personnel and Payroll Report

Debbie Koehler was unable to attend this meeting. Sue Harper shared that a paraprofessional has been hired to fill the vacancy at the Gold Strike Structured Behavior class. Robin Searway shared that we are advertising the four hour aide position at the San Andreas Preschool.

XI. Comments from Council Members

- ~ Kathy Northington suggested a need for training on EL students and proper training on IEPs.
- ~ Kathy Northington shared her concern that she is not being notified of IEPs that involve MTE students.
- ~ Mike Chimente shared the need for a 504 training for staff next year. Robin stated that she, Sue Harper, Patty Haskell and Jan Kendall are attending training on 504 by Linda Parker on March 25, 2009. She will report back to the council at the April meeting.
- ~ Glenn Sewell shared that he has been reviewing the K-5 structured class at VUSD. He would like input on how to improve the existing class. He has scheduled a meeting with Robin and the Special Ed attorney to discuss returning the class to a K-3. Glenn shared that the classroom will remain a K-5 for 2009-2010. Glenn will continue to work closely with his board, Robin Searway and his staff prior to any changes.

XII. Comments from the Public

None

XIII. Advance Planning & Adjournment

The meeting adjourned at 11:10 a.m.

Closed Session

Next Executive Council Meeting

March 16, 2009 – 9:00 a.m. – 12:00 p.m.

Calaveras County Office of Education Main Conference Room (MTUESD Hosting)

Any individual, who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting, should contact the SELPA office in writing.
(Gov. Code 54953.2, 54954.1)