

**CALAVERAS COUNTY SPECIAL EDUCATION LOCAL PLAN AREA**

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Calaveras County Special Education Executive Council

**MINUTES**

**August 25, 2008**

**I. Call Public Session to Order 9:00 a.m.**

Establishment of Quorum  
Attendance by Roll Sheet

**Executive Council Members:**

Mike Chimente, Superintendent  
John Brophy, Superintendent  
James Frost, Superintendent  
Kathy Northington, Superintendent  
Glen Sewell, Superintendent  
Joan Lark  
Lou Boitano  
Valerie Tudor  
Hank Nagle  
Evan Garamendi  
Diane Bateman  
Jill Bray

Bret Harte Union High School District (BHUHSD)  
Calaveras County Office of Education (CCOE)  
Calaveras Unified School District (CUSD)  
Mark Twain Union Elementary School District (MTUESD)  
Vallecito Union School District (VUSD)  
BHUHSD Board Member / President  
CCOE Board Member  
CCOE Board Member (substitute for L. Boitano when unavailable)  
CUSD Board Member (substitute for E. Garamendi when available)  
CUSD Board Member  
MTUESD Board Member  
VUSD Board Member

**Staff:**

Robin Searway  
Jan Kendall  
Patty Haskell  
Sue Harper  
Claudia Davis  
Debbie Koehler  
Debbie Scadden

SELPA Director  
CUSD Director of Special Education  
Program Manager  
Program Manager  
Assistant Superintendent, Business Services  
Director, Personnel/Administrative Services  
Administrative Assistant, SELPA

**Absent:**

Debbie Koehler  
Valerie Tudor  
Hank Nagle

Director, Personnel/Administrative Services  
CCOE Board Member  
CUSD Board Member

**Others:**

Molly Teale

AU Inclusion Specialist/Mentor Teacher

**II. Approve Agenda**

A motion was made by Mike Chimente to approve the agenda of August 25, 2008. Jim Frost seconded the motion and it carried unanimously.

**III. Public Comment**

No public comment.

IV. **Flag Salute**

V. **Consent Minutes**

Glenn Sewell made a motion to approve the minutes of June 9, 2008. John Brophy seconded the motion and it carried unanimously. Mike Chimente noted that in the June meeting minutes (Page 3-Item F) the decision regarding the addition to the Local Plan of the NPS and Legal cost breakdown between the districts and the AU was not specified. John Brophy stated that it was decided that regarding NPS placement, the contribution would be a split of a 70% cost to the AU and a 30% cost to the districts and this would include the transportation cost for the parents. The 70/30 split for a legal case would be decided on a proactive basis with the SELPA Directors approval. Joan Lark asked for an approval of the minutes with this correction. The motion carried unanimously.

Joan Lark requested that the council members allow the meetings to be taped to facilitate accuracy if there are questions regarding the previous meetings minutes. The council members approved the request with the contingency that the tapes be erased after each meetings minutes have been approved.

Robin Searway took a moment to introduce and welcome Jan Kendall; the new Special Ed. Director for CUSD. The council members welcomed her.

VI. **Discussion/Action items**

- A. **Practical Behavior Solutions:** Robin shared that due to miscommunication, Emily Branscum would not be able to present today but would be available for the September 22<sup>nd</sup> council meeting. Robin did want to briefly discuss Emily's program with the council members. She has been impressed with Emily's history with cases in Tuolumne and our county and decided to meet with her during the summer to discuss some current cases. When our Behavior Specialist resigned we aggressively advertised for a replacement but received no applicants. Robin decided to contract with Emily to cover some cases that required behavior intervention over the summer. Robin shared that as we do not have a full time Behavior Specialist, she will be setting up a six month contract with Practical Behavior Solutions. Angela Barry; the Behavior Specialist Paraprofessional, Mike Harrison Health and Emily Branscum will be working in conjunction with each other on specific cases. Robin reminded the council members that the process of teachers discussing cases with school psychologists and Mike Harrison before involving Emily and her staff will still be in effect. Emily will be available to share information on her organization and answer council member questions at the September council meeting. Robin also shared that our office has contracted with Genesis Behavior Center for two specific cases that involve students with autism which is their area of expertise and to provide five separate county staff trainings.
- B. **Inclusion Specialist (Molly Teale) Introduction:** Robin Searway introduced Molly Teale to the council members. Robin explained that Molly was born in San Andreas, she and her family are well connected with the community and we are pleased she is working in our office.

Molly explained her education and employment history stating that she has a general and music credential and she worked as an SDC teacher in Rio Linda before moving back to our community. Molly has also had staff development training, and she has a background in moderate-severe behavior, A.T., and autism. Molly has been visiting our E.D. and autism students for mainstreaming and also visiting some students at their homes. Molly shared that she is very excited about her position and has a number of ideas for our programs that she will be sharing with staff and administrators throughout the year. She has also been speaking at the CAC meetings to discuss with parents the need for developing 'Family Nights'. Molly feels there are recreational opportunities for special ed students with behavior issues and their families to enjoy together with some support. Molly shared that the best way to contact her is through JLE. She also provided her proposed calendar to the council members.

She explained that she would like to meet with administrators and teachers at each district to ascertain what support is needed and to promote a more proactive approach. Molly shared how excited she is to have this opportunity and how she is looking forward to an exciting year.

John Brophy stated that Molly has been hired primarily for the AU programs but if necessary she can assist with other students if the procedure is followed and school psychologist is in agreement with this need.

**C. Special Education Study Review: Remaining Discussion Items (Revision of Funding Model, Direction of Regionalized Programs, Synchronization of Summer School Calendars and Staff Development Days) To Be Re-Agendized in November for Review**  
**Audience Comment**

**VII. SELPA Directors Report**

Robin Searway reported the following:

- Robin shared that she has not been able to complete the Local Plan re-write and will begin the process soon. She will keep the council members posted on her progress.
- Robin reviewed our new staff with the council members
- Robin stated that the preschool programs are running smoothly and the extended time does not seem to be an issue.
- Robin explained that currently the two AU program classrooms that were moved; i.e.; SBC class at Gold Strike High School moved to the old San Andreas preschool and the preschool moved to the San Andreas Elementary site.
- In reviewing the past and future trainings being hosted by the AU, Robin shared that the training provided by Genesis was well received and attendance was high. There will be five trainings in all in the area of autism provided by Genesis and certificates of completion will be given to all staff attending the five workshops.
- Anne Sherlock from the law offices of Kronick, Moskovitz, Tiedemann and Girard is scheduled to present on September 17, 2008. This training will be held at the Bret Harte Theatre from 1:00-5:00 and will be on Legal Update on Effective and Defensible IEPs. Anne will also be doing a presentation for the staff development day; October 31, 2008 covering the IEP process for all grades for the general education teachers. This training will be held at the CUSD conference room in the green building. During this staff development workshop, half of the day will be devoted to secondary grades while the other half will be for teachers from the elementary grade levels.
- Robin shared that there were some major cases that occurred last summer. Although a formal due process was not filed, mediation was filed and it was negotiated with an agreement.
- The first CAC meeting is scheduled for tomorrow night. The main topics will be scheduling of future meetings and discussion of presentations for the year.

John Brophy asked Robin if the in-home programs are still being covered without a Mentor Aide at this time. Robin said that Angela Barry, our Behavior Specialist paraprofessional is assisting with these programs in the meantime. Patty Haskell shared that we are still in the process of trying to fill that position although the extended preschool hours have assisted in shortening the time needed for staff in the home. John shared that he is impressed with our psychologists and the steps that they have taken to provide a strong core along with the consistent and essential training that Robin Searway has made available to county staff. Good Job!

**Patty Haskell:**

- Patty shared that the extended school year went smoothly.
- The full inclusion preschool at San Andreas Elementary is up and running and doing well.
- Michelson Preschool just started last week.
- Mark Twain Elementary K-8 E.D. class has started and the teacher is able to successful mainstream some of the older students. Patty is very pleased with how Michelle Pogue runs her program. Kathy Northington shared how pleased she is with how well the E.D. classes are running.
- The council asked if the extended hours for the preschool programs impact the district transportation. Patty shared although there may be a slight impact, in the long run this saves money as the home programs were extremely expensive and this decision cuts down the time and staff needed for those programs. She also shared that both she and Sue have consistently met with both of the Transportation Directors to deal with any concerns and assist in cost effective transportation for our students.
- The council was informed that although the home program time has been diminished, the preschool teachers are meeting with those parents on a monthly basis in order to address their needs and concerns.

**Sue Harper:**

- Sue discussed how the Transition and the Gold Strike classrooms have been moved and both are settled and doing well. The Gold Strike SBC class has a new teacher and two new paraprofessionals. One student in the class is 60% fully included with paraprofessional support. The majority of the core curriculum has been purchased for the SBC Program at Gold Strike. Standards and objectives are being presented to students providing a structured environment to assist with mainstreaming.
- The Transition class has been moved to the new house in San Andreas. They are utilizing public transit to shop at Save Mart. An aide rides with the students and the Transition van follows. CBI (Community Based Instruction) is a good learning experience for the students.
- Sue shared how pleased she is that both of the programs are running smoothly.
- As requested, Sue provided a document to memorialize the agreement between CUSD and the AU regarding the mainstreamed students at CHS.
- A question was raised regarding the use of the pool for the SBC students – if a lifeguard was present. Sue stated she would research and bring the answer back at a later meeting.
- Sue said the Transition class has some students that passed part of the CAHSEE. A couple of the students are taking CAHSEE remediation on class.com with Scott Nanik. These students provide a good model for the other students in the class and set a good example. There are twelve students in the class at this time. Sue invited the council members to visit the program and gave the address (122 N. California, San Andreas).
- Sue shared that the new van with wheel chair accessibility has been procured.
- In the past, our office has provided restraint training through 'Handle with Care'. Sue discovered that their methods require instant restraint on a one-on-one basis whereas 'Pro Act' teaches a two person restraint with one or more staff members in attendance to avoid injury or trauma to the student or staff member. She also reminded the council that there has to be an immediate report to Sue and an IEP needs to be held within three days. Sue shared that the one limitation is that once a staff member is qualified to train using the ProAct method, they are only allowed to train staff within their district (CCOE). Sue asked if it would be feasible to send one person from each district to PROACT to learn to train and then Sue and Patty would assist them in training appropriate staff.

Kathy Northington asked if we could pay one of our staff members to go through extensive ProAct training in order to utilize them in training county staff members. Sue stated that she would research this possibility.

Robin took a moment to inform the council members what a fabulous job Sue has done working to move these programs and making sure that everything was in place prior to the beginning of school. Robin is very pleased with her dedication and hard work.

**IX. Finance Report**

Claudia Davis shared that the State budget has not been signed at this time. She feels that the proposed budget will most likely be the one that is used. She shared that chances of receiving a COLA this year are slim. There will be an impact to districts in the area of parentally placed private school students and home school students with ISP's (Individual Service Plans) who have been identified for speech services. IDEA states that it is the responsibility of the district in which the private school is located to identify and serve these students. Claudia shared that there is a set amount of federal funding for these services (approximately \$8000.00) and if not used the money has to be kept on the books for one year. The question is where should this money be tracked, the AU level or the district level. She reminded the council members that although these funds are set aside for this purpose, they cannot be used until after the student is identified and assessed. The council members discussed how these funds should be used and administered. Claudia stated that our Local Plan is very vague in the specifics regarding private schools and these details will have to be included in the rewrite. This may affect the pass through funds to the districts if the money is presented to them to allocate. Claudia will discuss the matter of tracking of these funds with the business managers at the next meeting and return to the council members with their recommendations.

Sue Harper asked Claudia to address the workability funds for this year. Claudia informed the council that she received an executive order from the Governor in the form of a letter that stated no funds are to be spent for this program until the budget is signed. As students are continuing in the program, it has been decided that students can continue with work experience but no student will be placed in a paid position until there is a resolution to the budget. The two Workability employees are contracted for this year and in the worse case can be given a 45 day notice of termination if the program is not funded; however Claudia does not foresee this occurrence. The Workability Program went from a Federal to a State program this year. Claudia will keep the council informed of the State's decision.

**X. Personnel and Payroll Report**

Debbie Koehler was unable to attend this meeting but John Brophy shared that the Mentor Aide position is still being advertised.

**XI. Comments from Council Members**

For the local plan revision, John Brophy would like to look at eligibility criteria from other SELPA's regarding guidelines for qualifications for special education services. Robin Searway will research and bring recommendations to a future council meeting.

**XII. Comments from the Public**

None

**XIII. Advance Planning & Adjournment**

The meeting adjourned at 10.55 a.m.

**Closed Session**

The closed session was opened at 11:00 a.m. Information only, no action was taken. The closed session adjourned at 11:20 a.m.

**Next Executive Council Meeting**

**September 22, 2008 – 9:00 a.m. – 12:00 p.m.**

**Calaveras County Office of Education Main Conference Room (CUSD 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)