

**CALAVERAS COUNTY SPECIAL EDUCATION LOCAL PLAN AREA**

Calaveras County Office of Education  
185 South Main Street / PO Box 760  
Angels Camp, CA 95221  
209.736.6020 FAX: 209.736.6048

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Calaveras County Special Education Executive Council

**MINUTES**

**January 19, 2010**

**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  
Mark Campbell, Superintendent  
Kathy Northington, Superintendent  
Rick Brewer, (Interim) Superintendent  
Joan Lark  
Lou Boitano  
Kathy Huebert  
Sherri Reusche  
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  
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  
Diane Bateman  
Sherri Reusche  
Jan Kendall  
Claudia Davis

Director, Personnel/Administrative Services  
MTUESD Board Member  
CUSD Board Member  
CUSD Director of Special Education  
Assistant Superintendent, Business Services

**Others:**

None

***Please note that there are times when not all attendees sign in at the meeting. I attempt to keep track of any council members that arrive late but this is not always possible. Therefore I depend on the sign in sheet for accurate attendance***

II. **Approve Agenda**

Mike Chimente made a motion to approve the agenda of January 19, 2010. John Brophy seconded the motion and it carried unanimously.

III. **Public Comment**

No public comment.

IV. **Flag Salute**

V. **Consent Minutes**

Mike Chimente made a motion to approve the minutes of November 23, 2009 and the December 15, 2009 Special Study session. Mark Campbell seconded the motion and it carried unanimously. Joan Lark noted that she is concerned that the minutes are not being carefully reviewed by the council members. In addition she forewarned the council that there will be something added to future minutes to ensure that the minutes are being read.

VI. **Discussion/Action items**

- A. **Home Hospital Services (Kathy Northington):** Robin shared that Kathy Northington had asked that this item be added to the agenda. Kathy stated that as she reviewed the standard procedure, she felt it should not be changed. To clarify she explained that if one of her Mark Twain Elementary students attends school in another Calaveras County district and requires home/hospital care, it is her district's responsibility to provide educational services to that student. Kathy's concern is how difficult it would be to acquire the needed curriculum in a timely manner to begin this student's services. However, she shared that as this does not occur that often, both districts could work together to make this a seamless transition. Kathy did note that a home/hospital student's ADA goes to the district of attendance.
- B. **Self-Review Update:** (handouts provided) Robin Searway shared with the council members that she is a member of the SELPA Administrators Compliance Committee. Our self-review process starts now and she was informed that the monitoring plan piece is due on May 28, 2010. The final report is due November 12, 2010. Robin's suggestion to the districts it is time to begin the parent surveys. CDE requires surveys from 20% of the district's special education population. CDE will also provide scripted questions for the requisite parent forums. Robin reviewed the samples of the educational benefit and monitoring plan that she handed out. She wanted to provide the council members with an idea of how the documents should be filled out. Deb Hopman who is the Project Administrator from the San Joaquin County Office of Education has offered to meet with Robin, Patty and Sue to discuss the monitoring plan and share tips on trouble shooting. Robin learned that a dedicated computer is not necessary however it would be wise to use a laptop for the software. The CDE representative has been willing to come to the county offices to assist in loading the necessary software. Robin is planning on requesting this assistance and would like Bill Lundquist to come to our county for training and to meet and discuss the SESR.

Robin also wanted to share that at the last finance Committee meeting; Mike Merrill has proposed doing a fiscal review of either CUSD or the SELP. The focus of the review would be to study special education programs, transportation, and staff in an effort to minimize cost. Robin shared that she had been a part of a fiscal review in another county and it was a costly process. The end result was that there was not enough money being spent on special education at the time. She thought that although the final consensus was surprising, it provided good ideas at how to look at programs and funding.

There are a number of organizations that provide fiscal review services and they vary in price and the length of time taken to complete the review. Depending on the depth of the review, the cost can run anywhere from twenty to thirty thousand dollars. Council members expressed concern over using an outside agency when our finance committee can review and study our budget. Robin suggested that if the council wanted to look into a fiscal review, we wait until after the self-review. The SESR is a very time consuming process and we would want to focus all of our attention to ensure a thorough and accurate report.

## **VII. SELPA Directors Report**

Robin Searway reported the following:

Robin shared that many of the sessions at the recent ACSA conference session were directed towards fiscal responsibility and getting the most out of the money that we are spending. Some of these sessions were put on by educational staff and some were put on by attorneys which provided different perspectives on the subject. Robin is planning on sharing the ACSA information with Claudia Davis. The subject of minimizing cost has been discussed at the CCOE management meetings. Robin stated that the ACSA presenters agreed that providing staff development is critical from a legal as well as programmatic point of view. She will look at the staff development needs for 2010-2011.

The council members shared their trepidation regarding the number of autistic students that are attending our schools and the need for appropriate training for regular education as well as special education staff. The council members then discussed the behavior management dilemma in our county. Our school psychologists have been trained in behavior management and support but are unable to provide these services and still complete their psychologist duties. This year we have used outside contractors to cover these needs but council members asked if there may be a need to hire another psychologist to alleviate the need for outside contractors, allowing time for our current staff to provide behavior services and cut the current expenditures. The psychologists are being asked to document their travel time and responsibilities at each school site to assess what needs are or are not being met in order to justify the possibility of additional psychologist coverage.

Robin shared that Mike Harrison has been assisting our office while Andria Pyle is on maternity leave. He has been helping out with some manifestation determination reports, assessments and has been involved in IEP meetings. The districts have been appreciative of his help.

Robin anticipates some minor changes in staff assignments next year but will continue to pursue developing the team approach at the school sites. She will share the information when it is finalized.

Robin visited the preschool program at Michelson and she is pleased with the classroom and the new teacher. The staff has established a team approach in a short time and everything is running smoothly. Shannon Todd has agreed to represent CUSD at the CAC meetings. The Speech and Language Pathologists will be presenting at the January 26, 2010 CAC meeting. The March meeting will be held at the CUSD office and Patty Haskell and Chris Markus will be presenting on infant/preschool services. Anne Cirimele will be doing a presentation on 'Out of the Spotlight" Issues Faced by Siblings of Children with Special Needs on April 27, 2010.

**Patty Haskell:**

- \* Patty thanked VUSD for providing a bathroom for the AME preschool classroom. The class is doing very well.
- \* Patty wanted to update the council on the Valley Springs preschool. After the classroom was approved on December 15<sup>th</sup>, Mark explained to Patty that the room that was originally planned to hold this class was no longer available. The problem with this change is the new room does not have a bathroom located in the room. There is a bathroom located outside and up some stairs which is an issue as there are weather concerns and this will require a staff member to accompany the student to the toilet. Also furniture will be required for the classroom. Patty has requested any donations that she can get but to date nothing has been available. She will present her classroom needs at the next Finance Committee meeting.
- \* A teacher has been hired for the San Andreas preschool program, Cyd Chambers is transferring to the Valley Springs preschool and Patty would like to start the new preschool on February 1<sup>st</sup> if it is ready for the students.
- \* Patty shared that in the meantime the new teacher will be shadowing Cyd Chambers to become familiar with classroom procedures and meet the staff and students.

**Sue Harper:**

- \* Students are coming into the Transition Program with mental health issues as well as being developmentally delayed. Suzanne Shacoski has spent time in the classroom working with the teacher and the aides but it has gotten to the point that assessments are being signed for counseling services. Sue is looking into contracting with Corrina Lindbloom who worked as a psychologist for us in the past. She is not currently employed and is willing to provide one-on-one counseling or group sessions for Transition. Sue said that Robin is checking into the budget piece of this consideration. She stated that Mental Health will not accept students that are developmentally delayed because they do not react to the cognitive therapy that they provide.
- \* The Gold Strike class has had some drug counseling classes, it has been successful.
- \* Sue shared that the programs are working smoothly; she is extremely proud of their progress and invites the council members to visit anytime.

**VIII. Finance Report**

Claudia Davis had no new information to report.

**IX. Personnel and Payroll Report**

Debbie Koehler was unable to attend this meeting. John Brophy stated there was nothing new to report.

**X. Comments from Council Members**

Mike Chimente stated a need for counseling or social skills training at his school site for students on the spectrum. This would help in keeping the students stress level down and allow them to stay in better control during the school day.

**XI. Comments from the Public**

None

**XII. Advance Planning & Adjournment**

The meeting adjourned at 10:35 a.m.

**Closed Session**

None

**Next Executive Council Meeting**

**March 22, 2010 9:00 a.m. – 12:00 p.m.**

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