

CALAVERAS COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

Calaveras County Office of Education
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Calaveras County Special Education Executive Council

MINUTES

June 13, 2011

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

Establishment of Quorum
Attendance by Roll Sheet

Executive Council Members:

Mike Chimente, Superintendent
Kathy Northington, Superintendent
Mark Campbell, Superintendent
Julia Tidball, Superintendent
Phyllis Parisi, Superintendent
Joan Lark
Lou Boitano
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
CUSD Board Member
MTUESD Board Member
VUSD Board Member

Staff:

Robin Searway
Jan Kendall
Patty Haskell
Andria Pyle
Claudia Davis
Debbie Koehler
Debbie Scadden

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

Absent:

Mike Chimente, Superintendent
Sherri Reusche
Julia Tidball, Superintendent
Diane Bateman
Patty Haskell
Andria Pyle
Debbie Koehler

Bret Harte Union High School District (BHUHSD)
CUSD Board Member
Mark Twain Union Elementary School District (MTUESD)
MTUESD Board Member
Program Manager
Program Manager
Director, Personnel/Administrative Services

Others:

Gloria Carrillo

BHUHSD Business Manager

Please note that there are times when not all attendees sign in when they arrive 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

Kathy Northington made a motion to approve the agenda of June 13, 2011. Mark Campbell seconded the motion and it carried unanimously. Robin shared with the council that there was a need for a closed session after the meeting.

III. Public Comment

No public comment.

IV. Flag Salute

V. Consent Minutes

Kathy Northington made a motion to approve the minutes of May 23, 2011. Mark Campbell seconded the motion and it carried unanimously.

Phyllis Parisi was recognized as the new Superintendent/Principal of VUSD replacing Rick Brewer. The council members introduced themselves and welcomed Phyllis to her new position.

VI. Discussion/Action items

A. Recognition of Rick Brewer's Retirement and Patty Haskell's ACSA Award: Robin shared her deep appreciation of the hard work and dedication that Rick Brewer provided during his term as the Superintendent of the Vallecito Union School District. She informed the council members that Rick will be consulting with his replacement, Phyllis Parisi for approximately eight hours a week to bring her up to speed on current issues when school resumes. She noted that he will be greatly missed by administrators and staff alike. Robin also shared that Patty Haskell was recently nominated and won the Special Education Administrator of the Year award through ACSA. She praised Patty on her commitment to ACSA and shared that this award was well deserved.

B. PUBLIC HEARING, 2011/2012 SELPA BUDGET: The budget hearing was open for public comment at 9:10 a.m. There was no public present and the hearing was closed at 9:11 a.m.

C. Review and Adoption of the 2011/2012 SELPA Budget (Handout Provided): Claudia Davis reviewed the proposed budget for 2011-2012. She explained the proposal to the council members which included the estimated funding allocation, the budget by object per district and a Special Education Personnel FTE report. The specific assumptions built into the AB602 funding projections and expenditures for the Administrative Unit are summarized as follows:

- ADA for FY 10-11 is 5,842.94 a decline from 09-10 of \$5,985.61 and the decline results in a loss of funding of approximately \$100,000.00
- ARRA funding will be fully expended by the end of 2011-12
- Overall grant funding declines from 2010-2011 is estimated at \$149,000.00
- Ongoing expenditures for the AU are projected at \$3,733,974.00 for 2011-12, a decrease from the current year of approximately \$11,970.00
- Accounting for normal cost increases throughout the year, expenditures in the AU have been reduced by more than \$80,000.00 to offset those increases

- A 4% reserve balance, approximately \$151,000.00 continues to be maintained at the AU
- Projections of approximately \$290.89 per ADA being passed through to Districts for 2011-12 which shows a decline of \$35.19 per ADA from current estimates for 2010-11

Mark Campbell made a motion to approve the budget as presented. Kathy Northington seconded the motion and it carried unanimously. Kathy reminded the council members that as funding increases for the AU, this will equate to a decrease in pass through to the districts.

D. Scheduling Conflict on 2011-2012 Executive Council Meeting Calendar (Sent out prior to meeting): Kathy Northington explained to the council members that she noticed a conflict in her schedule regarding the January 23rd Executive Council meeting. The council members agreed to move the meeting to January 9th.

E. Improvement to the Transition House/Special Education Classrooms: Robin Searway shared changes that have been completed at the Transition House in order to ensure compliance for a new student that will be attending in 2011-2012. The back door has been widened to accommodate students with larger wheel chairs and a small ramp was added to the deck to allow easy access from the deck to the kitchen. These additions while minor are effective for the students. Robin's main concern is the need for additional hours to be added to one of the existing paraprofessionals work day. The reason this is necessary is that two days per week some students are driven to their Workability assignments while others are driven to college classes. This leaves Mr. Hayes alone with the remaining students and unable to assist in the toileting needs of one female student. Robin recommended that this issue be addressed in the future. She also shared that as time goes by and more involved students join the transition program that we should be looking at moving to a more compliant building for this class.

F. Behavior Specialist: Robin shared that we are now advertising for a Behavior Specialist. She met with Debbie Koehler and Claudia Davis and researched the Ed Join website to review the job description and requirements advertised. She is looking to hire only a board certified specialist (BCBA). If no one is found we will continue to use Genesis Behavior Center to fulfill these needs. In the past it has been extremely difficult to find a qualified person to come to the foothills with distance and salary being a concern. As requested, Robin has been reviewing the pros and cons of hiring as opposed to contracting with an NPA for this service. She believes the main issues with a contractor are the accountability and consistency that an employee offers over an NPA.

H. Update on Autism Program Review: Patty Shetter: Molly shared a handout that she had previously presented to the council regarding her proposal to hire Patricia Shetter MA, BCBA, of Autism and Behavior Training Associates to provide Autism training to staff. The handout contained the dates that Patricia would be available for her workshops, a complete description of each workshop and who should participate. The goals of her training includes:

- Defensible Programs
- Continuity of Programming/Services between Districts and CCOE Run Regional Programs
- Seamless Transitions
- Stronger Communication

Molly also confirmed that this training would cost \$10,700.0 but is well worth the investment to both parents and staff. Mark Campbell made a motion to provide this training. Kathy Northington seconded the motion and it carried unanimously.

VII. SELPA Directors Report

Robin Searway reported the following:

Joan Lark took a moment to share her view of the visit to our capital during the Legislative Information Sharing Day on May 4, 2011. She went into some detail on the experience of being involved in this day and shared that she was extremely pleased that she attended. She offered to share the information with other council members and suggested that if all possible, council members should make an effort to attend with Robin next year.

Robin explained to the council that she has recently spoken to Terry Deboer (CDE) regarding the progress of the self-review. Although there are minor changes needed, Terry has offered to come to the county office and meet with the committee from each district to assist them in completing their self review information. Robin also handed out form on instructions for completing corrective actions. This process needs to be finalized and in to CDE by November, 2011.

Robin has a meeting scheduled with Mental Health on June 30, 2011. Kathy Northington, Claudia Davis and Robin will be discussing the mental health budget for the year. Robin will report on the meeting during the September 12th Executive Council meeting.

Andria Pyle:

Andria was not present but provided council members with a written report on the preschool programs, i.e., 24 initial assessments completed, 2 students exited, 24 eligibility/transition meetings held and 5 students were retained in preschool due to IEP team decision.

Patty Haskell:

Patty was not present but provided a written report on the status of the ESY program, the staff development proposal, the CAC schedule and the Mark Twain Structured and Inclusion classes and the Structured class at Bret Harte.

VIII. Finance Report

Claudia Davis reported earlier in the meeting.

IX. Personnel and Payroll Report

Debbie Koehler was not present and there were no reports provided.

X. Comments from Council Members

Jill Bray noted that she would like to schedule a tour of the AU programs. Both Kathy Northington and Robin Searway thought this was a wonderful idea and they will work on scheduling this tour.

XI. Comments from the Public

None

XII. Advance Planning & Adjournment

The meeting adjourned at 10:40 a.m.

Closed Session

Closed session began at 11:14 a.m. and ended at 11:20 a.m. with no action taken.

Next Executive Council Meeting

September 12, 2011 9:00 a.m. – 12:00 p.m.

Calaveras County Office of Education Main Conference Room (CCOE 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)