

**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**

**March 7, 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  
Rick Brewer, 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:**

**Others:**

***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 March 7, 2011. Mark Campbell 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 January 10, 2011. Mark Campbell seconded the motion and it carried unanimously.

**VI. Discussion/Action items**

**A. PUBLIC HEARING 2010-2011 ANNUAL BUDGET PLAN AND ANNUAL SERVICE PLAN:** Joan Lark opened the meeting to the public for comment. There was no public present and Joan Lark closed the meeting to public comment.

**B. Annual Budget Plan and Annual Service Plan:** Robin shared that she and Claudia work together every year to prepare the annual budget plan to be brought to the Executive Council for approval. A copy of this plan was provided to the council members. Claudia stated that this is the budget that was adopted in June of 2010 and that bringing it back to this meeting is just a formality to satisfy the requirements for the report to CDE. Claudia briefly reviewed the budget plan noting that there have been no changes. The annual service plan documentation had been provided to the Superintendents for review prior to this meeting. Mike Chimente made a motion to approve the annual budget and service plan as presented. Mark Campbell seconded the motion and it carried unanimously. Robin shared that the SELPA Administrators are pursuing eliminating this report through legislation.

**C. Preschool Services:** Andria Pyle updated the council members on the preschool programs. She has been reviewing the K1 eligibility and the students starting preschool next year. Andria reported that five students are transitioning out of Lisa Pohl's class at SAE with six students entering her class next year. Diane Reid at AME preschool has nine students transitioning to K1 and seven students entering the class next year. Cyd Chambers's class at VSE has six students transitioning to K1 and nine students scheduled to enter her class in 2011-2012. For the extended school year; Andria stated that all three preschool programs will need to be offered during the summer. She shared that Mark Campbell has offered to provide a room at the San Andreas Elementary site for the Valley Springs and San Andreas preschoolers. As the MOU for the full inclusion preschool program is ending between CUSD and CCOE, Mark has offered the building located next to the Gold Strike High School to house the San Andreas preschool program next year. The classroom will be moved over the summer break with start up costs estimated at \$2,500.00. Andria noted that not yet confirmed, there may be a need for a one on one aide to assist with a new student that could be entering Lisa Pohl's class.

- D. **ESY:** Robin shared that she and the program managers have been preparing for ESY this year. Patty Haskell shared that the ESY dates for this year are June 13<sup>th</sup> through July 8<sup>th</sup>. She stated that ESY will consist of three preschool classes, one at Michelson Elementary and two at San Andreas Elementary. There are also plans for one structured class at Mark Twain Elementary and a transition program at the Transition house. The DIS services needed for ESY are Speech, V.I., Adaptive P.E. and O.T. The Calaveras High School pool will be available to ESY students two days per week and the Bret Harte High School pool for three days per week. There is a meeting scheduled with transportation on March 15<sup>th</sup> to discuss ESY and lists will be provided to the transportation directors regarding the students that will be attending and needing transportation. By the end of the month staff will receive letters asking if they are interested in working during ESY. Robin made a side note to the council members that she is very appreciative of the collaboration and support that we have received from the Transportation Directors.
- E. **Intern Speech Language Therapist-Employer and Cost of Supervision:** Kathy Northington reminded the council members that there had been an agreement to pay a portion of the education costs for Megan Long to become a speech therapist with a three year commitment to our county. This was proposed due to the lack of qualified speech therapists and with the idea that when she had completed her schooling we would have a position available for her to take. Megan has finished her classes at UOP and is ready for placement as an intern however; UOP requires that she will need supervision by a staff member that is ASHA certified. Mark Campbell shared that he has an ASHA certified speech therapist that can provide supervision during the internship, one day per week while using Megan's services in CUSD. Mark Campbell offered to pay her salary and made a suggestion that the stipend paid for her supervision be a shared cost. The council agreed and Mike Chimente made a motion that the cost of the supervision during this internship be a shared cost. Julia Tidball seconded the motion and it carried unanimously. Further discussion included information that if Megan does not fulfill the requirements of her position or is unsatisfactory in any way; she can be released at any time and she will need to repay the county for her schooling.
- F. **AB 3632 Update:** Robin shared that this was discussed at her last SELPA Administrators meeting and provided a handout and reviewed it with the council. She stated that as of the February 15<sup>th</sup> meeting, Mental Health shared that they will not attend any IEP meetings, however since the last ruling, Mental Health staff are now willing to be involved. Patty Haskell shared that recently she had submitted a new referral to the Mental Health Department and an intake meeting was scheduled right away. Robin stated that collaboration has improved and she will keep the council posted.
- G. **BHHS/CHS Pool Usage and Fees for ESY:** The council members discussed the cost of a life guard when the ESY students are using the pool. It was decided that the districts would not charge for either of the pools this year and the districts would absorb the cost of the life guards. Kathy Northington stated that there has been discussion regarding a reduction of pool time as the students will be continuing with their academics.
- H. **Nursing Services:** Robin Searway informed the council members that she is concerned about a student at the Transition Program that is very medically involved. She considered a health aide for this program as she is aware that our nurses are hard working, dedicated and extremely busy. Instead, her proposal is to increase time on Carol Belot's contract in order to cover the students at the Transition House and the preschool at Gold Strike. Mike Chimente asked that this item be tabled and discussed at the Superintendents meeting. This item will be re-agendized for the May 23<sup>rd</sup> meeting.
- I. **Transportation Policy:** Robin provided a handout regarding the Pupil Transportation policy adopted on 9/17/2007. Robin shared that there may be special education students that are able to ride the regular education bus. On the IEP if the student is found to need special education services it does not necessarily mean that there is a need to ride the special education bus.

Robin shared with the council members the need to provide a detailed explanation on each IEP to support that transportation of this kind is recommended or required. Patty Haskell shared that she will speak to the psychologists to make sure that they convey this to their case managers and make sure that this item is paid close attention to at each IEP. Parents of students who do not need this type of transportation and yet have been receiving it may be resistant to the change at first. The suggestion is to bring up the subject of transportation with the parent early in the meeting and explain that they are welcome to ride with their student for the first couple of days to make the transition smoother. A copy of this policy will be shared at IEPs and provided to case managers and staff.

- J. **APE Van:** Claudia discussed with the council members that Tom Christian's APE van is old and becoming more expensive to repair. She had built funds into the budget to lease a new van for Tom but the Community School has a 2004 Ford van that is not up to code and therefore cannot transport students. Claudia thinks this would be a good replacement for the current APE van. Claudia plans to purchase the van for \$9,000.00 and sell the old van to offset the cost. This would create a cost savings of approximately \$6,000.00. Claudia asked for approval from the council to proceed with this plan. Mark Campbell made a motion to approve the purchase of the new van and the sale of the old one. Rick Brewer seconded the motion and it carried unanimously.
- K. **Staff Development:** Staff Development handout provided. Patty Haskell and Robin Searway discussed that general education teachers shared that it has been difficult to attend our staff development trainings during the year due to lack of substitutes or workshops at their school sites planned for the same day. These trainings are intended to be useful to both special education and regular education teachers. Robin asked the Superintendents if it would be possible to allow one or two teachers to attend the AU staff development workshops and take back information to share with their peers. The Superintendents seemed agreeable to this suggestion.

## VII. SELPA Directors Report

Robin Searway reported the following:

Robin reported that she has asked Andria Pyle, Joan Lark, and a parent to join her on Legislative Information Sharing Day, May 4, 2011 to meet with Senator Ted Gaines and Assemblywoman Kristin Olsen regarding current issues in special education. The day will begin with a presentation held in the morning at the Grand Capitol Plaza Ballroom in Sacramento. Following this presentation, attendees will walk across to the Capitol Building to meet with their local legislators. (a flyer was handed out to council members)

Robin reported that she and Andria attended the ACSA Conference held on January 12-14, 2011. She shared that statistics show that one in every hundred children born in this country has some form of autism. In addition, the conference covered recent discussions regarding parents wanting service dogs or small horses to support the special education needs of their student. The argument behind these discussions is that providing service animals to students would supply therapy via emotional support to a student or a service for a student's orthopedic needs. The recommendation is that these services are not to be written into the IEP as there are a number of issues surrounding the day to day care and responsibility for these animals.

Robin also discussed the top reasons for special education litigation are procedural errors, assessment timelines and written offers which are not clear and precise components to the IEP. Robin shared that staffing meetings are important to make sure that all participants are on the same page prior to the IEP. This shows the parent that the team is working closely together to reach positive goals for their student.

**Andria Pyle:**

- See Item C.-Preschool

**Patty Haskell:**

- See Item D.- ESY
- Patty reported that there have been seven staff development trainings this year, all held on Friday afternoons and all on minimum days for MTUESD and CUSD. There are three more planned:
  - March 25, 2011 Dancing with the Stars –Differentiating Instruction (repeat)
  - April 1, 2011 Sensory Integration Needs and Strategies in the Classroom
  - May 6, 2011 The Co-Occurring Disorders of Substance Abuse and Mental Illness in Students

A county-wide staff development needs assessment form will be sent soon to staff for their input or next year’s training. Patty shared that she will be getting ideas on types of training needed, where it should be held and the suggested number of trainings to be scheduled for 2011-2012. The February 15, 2011 CAC meeting was co-sponsored with First 5. Carole Vance, LMFT, Behavior Intervention Specialist presented “Adventures in Parenting-Raising Resilient Children”. Forty parents and community members attended and the presentation was well received. Anne Cirimele will be presenting “The Road Less Traveled – The Grief Cycle” on April 27, 2011. During the next meeting, parents and community members will be surveyed as to the workshops they would like to schedule for next year.

**VIII. Finance Report**

Claudia Davis had nothing further to report.

**IX. Personnel and Payroll Report**

Debbie Koehler reported that there are no layoffs scheduled at this time. The classified staff is due to be evaluated in the Spring.

Jennifer Robinson has been hired to assist Kathy Griggs as a part time job coach at Bret Harte High School.

**X. Comments from Council Members**

None

**XI. Comments from the Public**

None

**XII. Advance Planning & Adjournment**

The meeting adjourned at 11:01a.m.

**Closed Session**

**There was no closed session held**

**Next Executive Council Meeting**

**May 23, 2011 9:00 a.m. – 12:00 p.m.**

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