

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

Calaveras County Special Education Executive Council

MINUTES

May 24, 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
Hank Nagle
Zerrall McDaniel
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
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
Sherri Reusche

Director, Personnel/Administrative Services
CUSD Board Member

Others:

Andi Thomas

Information Analyst

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**

John Brophy made a motion to approve the agenda of May 24, 2010. Mark Campbell seconded the motion and it carried unanimously. Note: The agenda stated that the June meeting was to be hosted by VUSD in error. The host for the June meeting is CCOE.

III. **Public Comment**

No public comment.

IV. **Flag Salute**

V. **Consent Minutes**

John Brophy made a motion to approve the minutes of March 22, 2010. Mike Chimente seconded the motion and it carried unanimously.

VI. **Discussion/Action items**

A. **PUBLIC HEARING, 2010-2011 SELPA BUDGET**

Public Comment will be received on the proposed 2010-2011 SELPA Budget: Public Hearing was opened to the public for discussion. No public was in attendance; public hearing was closed.

B. **Review and Adoption of the 2010-2011 SELPA Budget:** Claudia Davis provided a handout on the budget to the council members. The handout showed the total revenue and expenditures for special education services for the Calaveras County SELPA along with the FTEs at each entity. The focus of her discussion with the council members centered on the development of the AB602 Funding estimates and the Administrative Unit operating budget. Claudia shared that the decreased revenues projected through AB602, and the increased costs at the AU level result in a lower pass through to the Districts. Current projections result in approximately \$289.54 per ADA being passed through to the districts for the 2010-2011 year, a decline of \$45.97 per ADA from the current estimates from the 2009-2010 year. While not budgeted at this time, NPS excess cost reimbursements and some prior year revenues for Out of Home Care may help offset some of this decline. Additionally, this budget includes approximately five FTE's of vacant aide positions which may or may not be filled for the full year. Claudia reported that there is still a 4% reserve at the AU level. For further details, please see the budget report. Mike Chimente made a motion to accept the 2010-2011 SELPA budget. Mark Campbell seconded the motion and it carried unanimously.

C. **SBC Program Moving to BHHS:** Sue Harper presented a power point and handout regarding the proposal to move the SBC Program currently housed in one of the buildings on the Gold Strike High School campus to the Bret Harte High School campus. A synopsis of the reasoning behind this move is as follows:

- Total students currently attending this program: BHUHSD -7/CUSD-3
Projected students attending this program in 2010-2011: BHUHSD-12/CUSD-4
- Transportation: BHUSD students would not lose an hour traveling to school. The ratio of students riding the bus would be greatly reduced. The need for a bus aide to ride-along would be eliminated. Students would be able to take the bus with their peers instead of needing special education transport.
- Nursing will be more accessible.

- Counseling would be easily accessible due to two additional counselors on campus along with a school psychologist.
- Location is preferable to the Calaveras High School campus for quick response time for support from the Program Manager and law enforcement.
- Curriculum: When funding is available, Bret Harte's core curriculum will be adopted. This will support continuity when mainstreaming and may create peer collaboration.
- Workability: More opportunities available on campus, i.e. concession stand operation during school activities, copying business, etc. Less "windshield time" for Workability staff.

Sue Harper noted that she would like to add a paraprofessional to this program. Although the staff has adequately handled any situation that has occurred this year, Sue feels that the presence of an additional person may assist in behaviors being kept in check.

Although Mark Campbell has concerns over the transportation piece of this proposal, he felt that it is programmatically sound. Sue shared that there is a transportation meeting scheduled for the upcoming Wednesday at 9:00 a.m. at CCOE and encouraged Mark to attend to discuss his reservations. Mike Chimente made a motion to approve the proposal with no additional paraprofessionals added to the program at this time. Rick Brewer seconded the motion and it carried unanimously.

D. Additional Paraprofessional Support: Patty Haskell provided a handout showing the 2010-2011 increase in student numbers for the Mark Twain Structured class, the Mark Twain Structured Behavior class, the Inclusion class, the Valley Springs Preschool, the San Andreas Preschool and the Michelson Preschool. Due to the increase of students; Patty is requesting either an increase in paraprofessional hours or the hiring of additional staff. She stated that currently we use long term substitutes and she feels this is not cost efficient. After some discussion, Patty was asked if this was an item that needed a decision at this time. Patty stated that this is only included for discussion at this time. It will be brought back to the June meeting for a decision by the council. The council members expressed their appreciation for all of the Program Manager's hard work.

E. Transition Program Entrance Guidelines: Sue Harper shared that this is the third year that she has been managing this program and she is pleased with the students' progress and the dedication of the staff. She provided a handout to the council members of discussion items regarding Transition. The handout provided the number of current staff, the role of each staff member, the expanding range of disabilities and mental health issues of the students, and a proposal for future consideration of the council members. Included in this handout is the following requirements for 2010-2011:

- Additional staff to support students
- Computers and software to support levelized groups daily
- Direct instruction curriculum to support teacher and staff to engage students to meet their goals and instruction level
- Curriculum in the areas of transition, functional skills, academic remediation and social skills
- Additional social skills groups and individualized counseling by school psychologist
- Additional training of staff in the areas of Autism, Downs Syndrome and Mental Health
- Structure organization to ensure that students needs and goals are being met by staff

Sue shared with the council that there will be 15 to 17 students in this program in 2010-2011. The handout that Sue provided is for the council's information at this time.

- F. **Review of Legislative Information Sharing Day:** Robin Searway shared that she invited Jan Kendall, Hank Nagle, Zerrall McDaniel and Shannon Todd to the Legislative Information Sharing Day. Shannon Todd is the parent of an Autistic student in our program and a CAC representative for CUSD. Robin provided the flyer that Mrs. Todd had created regarding her son and his progress. Mrs. Todd was a wonderful addition to the meetings asking pertinent questions and active in brainstorming with other attendees. She believes it was a positive and informative experience for Mrs. Todd and invited Mrs. Todd to the Executive Council meeting but she was unable to attend. Robin provided a handout to the council members entitled 'Building a Grassroots Campaign' from the SELPA Administrators and the Coalition for Adequate Funding for Special Education'. This document was shared with the SELPA's attending the legislative sharing day prior to the meetings with the legislators. The legislators that Robin, Jan, Hank, Zerrall and Sharon Todd were scheduled to meet with were representative, Nicole Mazur from the office of Assemblyman Tom Berryhill and representative, Doug Yoakum from Senator Dave Cox's office. Zerrall and Hank shared with the council that it was an extremely informative day and they were pleased that they were able to be a part of meeting with the different SELPAs and the legislative representatives. They also stated that Mrs. Todd's attendance was a very positive addition as she was to bring a parent's view and a proactive approach to the SELPA staff and representatives she met that day. Robin thanked Jan Kendall and the two board members for participating. Due to a time constraint, Robin shared that she would save further discussion regarding legislation for the June meeting.
- G. **New Suspension Field:** Andi Thomas explained to the council members that per Ed. Code, an additional code (#54) was added to the revised Notice of Suspension form. The new code addresses bullying and this form is for both general education and special education students. Andi went on to explain that this form is on line in SEIS and the boxes are made to be filled out on line. She will email this form to the Superintendents and all of the school sites to review. This form will be revisited during the June meeting for a final decision.
- H. **Executive Council Monthly Student Data Reports:** Andi Thomas said that although not difficult, the preparation of the student data reports each month is time consuming. She asked the Superintendents if she could provide these reports every other month prior to the scheduled meetings. The Superintendents agreed with this change but stated they want to see the IEP errors report monthly.
- I. **Review of 2010-2011 Executive Council Meeting Dates:** Debbie Scadden shared the dates chosen for the 2010-2011 Executive Council meetings. After some discussion a conflict was discovered with the March 14, 2011 date. The council decided to change that date to March 7, 2011. The calendar will be revised and sent out to the council members. With that revision, Mike Chimente made a motion to approve the 2010-2011 Executive Council Meeting Dates. Rick Brewer seconded the motion and it carried unanimously.

VII. SELPA Directors Report

Robin Searway reported the following:

Robin Searway began her report by providing a handout to be sent to all staff requesting their input on next year's staff development needs. Due to budget constraints, Robin will be focusing on only the immediate needs of our staff. She shared that she will be utilizing our own staff for as many trainings or workshops as possible.

Robin expressed the need to discuss county-wide staff development days at the June meeting. Robin also provided a handout to council members showing the staff development trainings and workshops that occurred in 2009-2010.

Robin shared that there had been a follow-up SESR meeting on May 18, 2010. Terry Deboer was available by phone to discuss the current progress and the next steps for our self-review. Robin reminded the council members that their monitoring plans are due to be turned into our office by June 15, 2010. They will then be sent to CDE for review and returned to us with any needed corrections. At that time we will be receiving our software for installation and she reminded the council members that this software can only be used with a windows program, not on a MAC.

Robin thanked everyone for their support this year. She handed out the Psychologist assignments for the year and shared that Corrina Lindblom has been hired on as a full time psych.

Patty Haskell:

- * Due to the late hour, Patty stated that she would be discussing behavior services at the June 14, 2010 meeting.

Sue Harper:

- * Sue Harper shared the parent/student handbook that she created for the council members review at the June 14, 2010 meeting.
- * Sue also shared that Transition is working closely with the Mother Lode Housing Coalition. There will be an open house held at the San Andreas Transition House on June 23, 2010 at 4:00 p.m. This is to help support housing for disabled adults. Sue invited the council members to attend.

VIII. Finance Report

Claudia Davis had nothing further to report.

IX. Personnel and Payroll Report

Debbie Koehler was unable to attend this meeting. Denise Ferrin has resigned and will be working for Placer County. Her position is posted at this time.

X. Comments from Council Members

XI. Comments from the Public

None

XII. Advance Planning & Adjournment

The meeting adjourned at 11:58 a.m.

Closed Session

None

Next Executive Council Meeting

June 14, 2010 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)