

CALAVERAS COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

Calaveras County Office of Education
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Calaveras County Special Education Executive Council

MINUTES

November 15, 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
Andria Pyle
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:

Kathy Huebert
Diane Bateman
Debbie Koehler

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

Others:

Julia Tidball

Copperopolis Principal

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

Mark Campbell made a motion to approve the agenda of September 13, 2010. Mike Chimento seconded the motion and it carried unanimously.

III. Public Comment

No public comment.

IV. Flag Salute

V. Consent Minutes

John Brophy made a motion to approve the minutes of June 14, 2010. Kathy Northington seconded the motion and it carried unanimously.

VI. Discussion/Action items

A. Kathy Griggs-Workability Program Update: Robin Searway introduced Kathy Griggs to the council members explaining that due to the resignation of Sue Harper, Program Manager of the Workability Program, Robin has assumed the administration of this program. Robin has plans to attend the two mandatory Workability meetings with Kathy in order to remain closely involved in the State requirements for this program. Last summer the Bret Harte Workability staff member; Sawndella Freeman vacated her position which led to a reevaluation of the Workability Program in our SELPA. It was decided that Kathy Griggs, the Workability Coordinator at Calaveras High School would assume a leadership role for both high schools. Robin and Kathy shared with the council members that they met with both of the high school staff and administrators to communicate the changes in the program and to get their input. Kathy met with the students in the Workability programs to discuss their skills, goals and the changes that were occurring. Kathy has created a new referral form in order for her to become familiar with the students in the program to best serve their needs. There is a plan to hire an 18 hour job coach at Bret Harte High School and a 6 hour job coach for Calaveras High School to support the students at both sites. Kathy is assuming the responsibility for completing all of the assessments. Kathy shared that she believes that the job coach at Bret Harte High School will be positive for the students at that site. The council shared the concern of Kathy's availability for meetings, assessments and job search. She assured the council that she consistently contacts teachers to review what is required for student's success prior to meetings or IEP's and will strive to attend or coordinate with teachers to assure the needs of the students' are met. She explained the background, i.e., education history and the numerous workshops and training she has attended. Kathy asked that Superintendents contact her immediately with any questions or concerns. The council members agreed with her and appreciated the update and presentation.

B. Support on E.D.Bus Route: Robin Searway shared that she has discussed a recurring bus situation with Patty Haskell and Jan Kendall. She explained that the issue is that there is a bus coming from Calaveras Unified to the County SELPA programs with students who have behavioral issues. She stated that last year there was a student on the bus that had a number of issues and the parent was overly emotional regarding these issues. The parent filed an informal complaint with CDE. Robin scheduled an IEP in which the parent was so upset that Robin removed her from the IEP and brought her to the office to be calmed down. Due to this and other issues, it was decided that a CCOE staff member was needed to ride the bus everyday to alleviate problems during the bus ride.

Robin shared that this is a continuing problem and there is a need for a staff member to continue to ride the bus this year. Robin wanted to bring this to the council members for discussion and direction as having a rider will be an additional cost. Patty Haskell and Jen Kendall shared that there are six students riding on a special education bus from Calaveras to attend three different programs located in Angels Camp. The students on the bus range from third to twelfth grade and there was concern regarding the ages and disabilities that range from emotional disturbance to students on the spectrum. The transportation is an extension of their school day and the behaviors in the classroom are expected to be the same on the bus. There was a rating scale developed for each student to evaluate their ability to socialize, to comply to the rules and their interaction with adult supervision. Although the drivers have been trained for behavioral intervention by Genesis, there is a need for one or two additional adults to intervene as the driver is unable to do so during transport. The intention initially was to have an additional trained bus driver riding on the bus, familiar with the students and route. This would create consistency with the students and assist in preventing escalation of behaviors. An additional bus driver has been hired and this was done so that one adult can direct their attention to any behavioral issues while transportation continues. This would alleviate the need for the bus driver to pull the bus over to deal with the problem with the possibility of the problem continuing when transportation resumes. The concern is that the additional bus driver might be needed to substitute when another driver is out. The council noted that as of the last self review, it was decided that any transportation costs are the responsibility of the district and not an AU shared cost. The council discussed options to alleviate hiring another staff member to cover the transportation of these students, i.e., adding additional hours to a Bret Harte or Calaveras paraprofessional. The council members requested a study on the cost of covering an additional paraprofessional on the bus or an additional bus driver. Patty and Jan were asked to check with the two three hour paraprofessional employees to see if they would be interested in added hours covering this transportation supervision. This item will be revisited at the November council meeting,

- C. **AU Administrator Accountability Matrix:** Robin Searway provided the revised AU Administrative Accountability Matrix. With the resignation of Sue Harper, Andria Pyle was hired to be the Program Manager responsible for the Infant/Preschool programs and Patty Haskell has assumed responsibility for the Structured Behavior classes. Robin Searway has added the Transition Program and Workability to her duties. Robin, Patty and Andria reviewed their responsibilities as noted on the matrix with the council members. Please see the handout for specifics.

- D. **Staff Development:** Patty Haskell has assumed the responsibility for the Calaveras County staff development and provided a handout to the council members. She decided to coordinate the staff development for the entire 2010-2011 school year. This will enable staff to calendar their attendance during the year and will increase attendance due to advanced notice. These workshops and presentations will be held on minimum days. In addition, she has scheduled our current staff to provide workshops and has acquired some additional presenters at little to no cost to the AU. Patty will provide the schedule to all county staff members. The council was pleased with Patty's hard work and attention to the current budget constraints.

- E. **CAC:** Robin Searway provided flyers and a brochure regarding CAC. The brochure was developed by Robin and Patty Haskell with the assistance of Joyce Peek. Patty polled the CAC members and found that the consensus was not only the need to know the dates of the meetings but to be informed of the type of presentation scheduled. Patty and Joyce decided to schedule the CAC meetings and the presenters for the entire school year. The brochure is available at school sites and has been added to the CCOE website for convenient access.

Lorie Wise will also be reminding CAC members via email of all upcoming CAC meetings. First 5 have planned to co-host the September 21st and February 15th meetings and have assumed responsibility for all costs for these two meetings including advertising.

Corrina Lindblom, one of our school psychologists will be presenting at the November 16th meeting and Anne Cirimele will be returning to present at the April 27th meeting. Robin is pleased with the collaboration with First 5 and how Patty has affected a cost savings while still providing timely and informative presentations to the community. Robin has considered changing the time of the meeting to increase attendance, however, currently it will be kept from 5 p.m. to 7 p.m.

- F. **Age of Majority Brochure:** Robin provided a handout that was created by Sue Harper regarding students that are turning 17 years old. This brochure discusses grade level activities for parents and students to support transition from grade 9 through grade 12. It also explains the Age of Majority options such as conservatorship for students and the student's bill of rights. The council members were pleased with this brochure and asked that it be emailed to them for distribution.

VII. SELPA Directors Report

Robin Searway reported the following:

Robin Searway began her report by sharing that the first Psychologist meeting was hosted at John Brophy's house. During the meeting, assignments were discussed and the psychologists collaborated on the upcoming school year. Robin stated that out of twenty eight applicants, Andria was chosen to assume the vacant Program Manager's position. Robin stated that Laura Machado was hired for the 1.0 psychologist vacancy created by Andria Pyle. Laura completed her internship in Modesto and will be assuming the coverage of the upcountry school sites and the infant/preschool assignment. Andria Pyle shared that she has been working with Laura; familiarizing her with school site locations, introducing her to staff and students. Robin shared that she believes that we have a very strong psych staff this year and that they are taking on a more of a leadership role. Robin stated that Suzanne Shacoski has taken a position at the Fremont School for the Blind and that Corrina Lindblom was hired for the vacancy. Heather Lovett has been hired for the VI position vacated by Denise Ferrin. Pam Radmilovic has been hired as an additional part time APE teacher.

Robin shared that the PACT and Susan Sirias from Gold Country Occupational Therapy Services are covering our Assistive Technology students. She shared that at this time we do not have an O&M Specialist on staff.

Robin stated that she will be bringing back the legislative bills and the finance report from every SELPA meeting to share with the council members. She also shared that at this time the State is seventy days late on approving a budget.

Robin noted that there is a SESR workshop coming up scheduled to be held in Tuolumne and it will be attended by staff from all three counties.

Patty Haskell: Patty reported that the ESY programs went smoothly during the summer. She stated that there are currently ten students in Arnette Cratty's Structured Behavior class; three from Mark Twain district and seven from CUSD. Kim Smiley's classroom at Bret Harte has eight students from Bret Harte and one from CUSD. Molly Teale has an additional two students from VUSD. Patty shared that all classes are doing well at this time.

Andria Pyle: Andria reported that the AME preschool has nine students with another student starting soon; the Transition program has three additional students this year with eight of the students on the spectrum. She is familiarizing herself with her new position and responsibilities.

VIII. Finance Report

Claudia Davis provided the final budget handout for 2009-2010. She has not completed the 2010-2011 budget at this time. She shared that revenues have increased to \$99,000.00 and the expenses have decreased to \$74,000.00. Robin Searway shared that she has been working collaboratively with the Finance Committee to minimize costs. She also stated that she is working closely with Patty Haskell, Andria Pyle and Jan Kendall to think out of the box in order to be creative with the current budget.

IX. Personnel and Payroll Report

Debbie Koehler was unable to attend the meeting and John Brophy stated there was nothing to report at this time.

X. Comments from Council Members

None

XI. Comments from the Public

None

XII. Advance Planning & Adjournment

The meeting adjourned at 11:15 a.m.

Closed Session

~~There was no closed session held~~

Next Executive Council Meeting

November 15, 2010 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)