



SAN JOAQUIN COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

COUNCIL OF DIRECTORS MEETING

AUGUST 21, 2019 | 2707 TRANSWORLD DRIVE, STOCKTON, CA | (209) 468-4925

Present

COD

Nellaine Kilgore – Banta
Wendy Frink – COSP
Monica Filoso – County Programs
Jamie Hughes – Linden
Kendee Gonsalves – Linden
Angelica Thomas – Banta
John Saylor – Lammersville
Thomas Crocker – Lincoln
Jody Burris – Manteca
Irene Segura – New Jerusalem
Steve Payne – New Jerusalem
Lisa Mazza – Ripon
Chris Crone – Tracy
Silivia De Alba – Venture

Absent

Elizabeth Shepherd - Escalon

Support

Nicole Lorenz – Business
Austin Nogueira – Business
Susan Scott – SELPA
Justin Albano – SELPA
Frank Souza - SELPA

Brandie called the meeting to order at 8:35 a.m.

1. Approval of minutes – Brandie

Chris Crone made a motion to approve the August 21, 2019 with corrections. Monica Filoso seconded the motion.

2. Public Input Session (10:15 a.m. – 10:30 a.m.)

There was no public input.

BUSINESS FINANCE

1. PY Annual Accrual AB 602 – Nicole/Austin

Nicole reviewed the *San Joaquin County SELPA 2018-19 Annual Accrual AB602 July 2019* included in the handout. Money from the state comes in and expense for County Programs is taken off the top, then the rest is allocated to districts funded on K-12 funded ADA based on what year CDE bases it on. Page 3 shows current reporting period year end in Column C and compares it to the last period of estimated actuals in Column D (Column E shows the difference). Lines 1-9 is State funding which is offset by property tax and growth/decline adjustment. Line 11 has revenues added from County Programs (property tax and LCFF). Line 12 is the expense of the County Programs. Line 20 is the Charter Decline Adjustment Reserve started for when charters leave the SELPA. Lines 29-39 is LEA funding. Page 2 is the comparisons of funding models. Page 3 shows County Programs Revenues/Expenditures. Page 4 shows funded SELPA ADA. Page 5 is the State Aid Entitlements by District. Page 6 and 7 is a replicate of the State's exhibit that is used per reporting period to estimate revenue as we go along. Page 8 details ADA and shows a 10-year history. Page 9 is the same information on the reporting period page. Page 10 shows the reserve.

2. PY Annual Review Excess Cost Transportation – Nicole/Austin

Nicole reviewed the *Excess Costs for Transportation of Special Education Students 2018/19 Annual Review* included in the handouts. This how we bill back the transportation budget to the district. All costs include salary and benefits for riders and First Student Transportation costs. Ridership is similar to ADA; number of rides divided by the total possible days to ride. Rate of ridership is the total costs divided by the total ridership. A budget is done in May. Throughout the year actuals are coming in and new estimates are done in January with July through December invoices to estimate what the rest of the year will be. In April, July through March actuals are taken to estimate the rest of the year. Page 2 is a comparison showing what 2018/2019. Page shows the comparison in the 2018-19 looked like compared to 2017/2019 actuals. Actuals. This document includes the cost increase.

3. PY Annual Accrual Mental Health Allocation – Nicole/Austin

Nicole reviewed the *SJCOE SELPA Mental Health Allocation (Annual Accrual to Districts)* included in the handouts. For the 2018-19 school year it's allocated on December 2017 pupil count. In 2019-20 Humphrey's and in 2020-21 Insight are leaving and because it's based on prior year-we adjust pupil count as we did in 2019-19 for CAVA. Funds should be spent first in-first out as some districts still have funds from previous years. SELPA tracks funds to see which districts spends funds and which are accumulating funds. COD will need to decide on dates to pull data.

4. Finance Report – Brandie

Brandie reviewed the June 2019 Finance Report included in the handouts. The Budget Bill AB 74 with some of the key features of the education budget include:

- LCFF reflecting a 3.26% COLA.
- \$645 M Prop 98 dollars for students with disabilities
- One-Time Prop 98 pension relief
- One-time Prop 98 for a variety of Grant Programs.
- 152 M for equalization for SELPAs below Statewide Target Rate - \$557.27 is new STR.
- \$492 M for Special Education Early Intervention Preschool Grant

Trailer Bill SB 75– Capital does not know who it will be distributed to (District of Residence or District of Special Ed Countability – restricted or unrestricted). Restricted could affect your MOE. There has been no decision yet. Preschool has strings attached, it is a one-time fund. SSC estimating it approx. \$8950 per pupil. With these dollars our role as a SELPA is to make changes to improve the outcome of individuals with exceptional needs such as: examination of the SELPA Local Plan, insuring that every individual with exceptional needs has access to learn in the least restrictive environment, opportunities for local educational agencies to receive support to address disproportionality of special education identification, placement and discipline and ensure equitable access to services for individuals with exceptional needs.

SELPA SUPPORT/STAFF DEVELOPMENT

1. LI – Justin

Low Incident funds started at \$150,500, but now are around \$39,000. At the end of last school year, we had to stop filling LI requests. At the beginning of this school year, we took the orders that we couldn't fill and now the remaining is around \$39,000. We have 18 requests; 16 requests have been fulfilled, and a few are pending now. Justin discussed the need of one more member to join the committee for a full committee. Equipment Inventory lists were passed out for updating. If you have LI equipment that is no longer being used, please notify Justin Albano.

2. Upcoming Staff Development – PS

Susan reviewed the upcoming trainings and workshops for the month of September. Handouts for each of the following workshops were given out as well as located on the website/team drive.

The month of September the following workshops are scheduled:

9/5 – T3 Training: Take the Time

9/9/ & 9/10 – Management of Assaultive Behavior (MAB)

9/12 – Understanding the Basics of an Individualized Education Program (IEP) for Children with Special Needs

9/12 – NPS Coordinator Collaborative- importance of behavior reporting data to get into CALPADS

9/16 – SEIS System Manager Training

9/17 – The Alphabet Soup of Behavior: ABC, ABA, FBA, BIP and More

9/24 – Alternative Dispute Resolution (ADR) Collaborative Continuum #1 Connecting the Dots – Understanding the IEP Process

9/24 – Alternative Dispute Resolution (ADR) Collaborative Continuum #2 Running an Effective IEP

3. Psych Roundtables – Cara

Cara reviewed the handouts that were passed out regarding various times/dates for the Mental Health Roundtables.

4. Social Emotional Group – Cara

A flyer was handed out regarding two upcoming collaboratives on Social Emotional Collaborative for the 19-20 school year. School based therapy, assessments, case notes on current laws and other related topics will be discussed on 10/3/2019 and 4/21/2019.

5. ERMHS referral process/update – Susan

Susan gave an update on the status of the cases and the referrals: 11 active cases and one student getting ready to exit. Currently there are 5 referrals of those 5, 2 have signed an assessment plan.

Victor updated their goals of ERMHS services – handouts were given out while Susan highlighted the areas that are important to fill out when referring someone as well as the goals of ERMHS. The Districts need to notify SELPA of who their ERMHS contact is. Attached in the COD handouts were procedures of what needs to go with the ERMHS referral. You can find this information in the SEIS Document Library (ERMHS Task List for Case Manager and Home Community Based Intervention). SELPA is working with Victor on their referral form so that may change in the future.

COMPLIANCE/STATE REPORTS/DATA REPORTS

1. CASEMIS to CALPADS (C2C) verification dates and data integration timelines – Staci/Susan
The last CASEMIS was run in June 2019. There will no longer be Table A, B or C and the CASEMIS software has been “retired”. On September 10, the CALPADS API (portal) is opening and will start to accept the data. First data snapshot is still scheduled for October 2nd for student enrollment data – First Wednesday in October (CBEDS day). LEAs will need to do your cleanup of errors and certify in December. There will be a CALPADs Webinar – Brandie will send out the dates-a handout went around to update the email contacts for the districts since many districts changed their addresses.

The data will go directly to CALPADS and SELPA will have a longer process errors or upload the data. A diagram was shared showing the SELPA Approval Process, Certification Process and the Data Collection Window. The group discussed the process. Susan advised directors to encourage their staff to affirm and attest daily. Your SEIS and CALPADS people must be able to talk. Susan and Staci are more than happy to come out to districts to help and prevent errors.

Susan and Staci handed out a Roles/Steps Involved in CASEMIS Transition to CALPADS. There was discussion on the new process SIS-SEIS to CALPADS. Some SEIS updates have changed on the forms the forms are updated in the Document Library.

2. Discipline Data – Susan

Reminder that the Certification of CALPADS Discipline is due Friday. Please send it in and make sure you have checked the discipline restrain and seclusion data.

3. AB 2657 (Data on Restrain and Seclusion) – New acronyms, changes to current documentation – Susan

There are new codes and new reports-three new files. SINC file (any restraint you use), Student Incident (report all your incidents), new codes for statutory codes. One of the CALPADS updates to watch for is under an Incident report there is an option for a mechanical restraint, but it is not legal to do. Advise staff that because it’s on the form, it does NOT mean it is legal to do in special education.

4. MAB trainers needed – Susan

We are currently down four trainers but hoping to recruit from districts

5. Local Plan – Brandie

Our local plan has to be redone this year. Sandee Kludt along with a committee of a variety of stakeholders will be assisting. Once the Local Plan is finalized and approved by the SELPA Administrative Unit (AU) no later than June 30, 2020, SELPA will have to go to each districts board meeting for approval during the 20-21 school year. More information will be given out later as we proceed with this.

PROGRAM AND INSTRUCTION

1. Preschool LRE – John Saylor

John inquired about how other districts are handling their preschoolers due to the fact, Lammersville doesn't have one. There was some discussion on how districts handle their preschoolers in their districts.

Info/Eligibility page – Chris Crone

County program families are getting confused when they show up at the district office.

There was some discussion on if a student has a 1:1 during the school day and continuing to the after-school program is it continue?

REGIONALIZED/COUNTY PROGRAMS/STUDENT SERVICES

1. County Program Update/Facilities Review – Monica

Monica went over the number of classes that County Programs have this school year. The new sites are: Poet Christian, South West Park, Villalovoz which are all in Tracy Unified and Dent has two classes in Escalon Unified. The medically fragile class that was housed at Redwood moved to Jacobson. Most of the students that were being served in that class at Redwood are coming from the Tracy area. Other students that needed MF placement were sent to Manteca (from the North area). ED class updates: Moved to a lesser restrictive classroom type at Redwood. K-3 Primary and our 4-6 Intermediate – have higher behaviors -need less of a mainstreaming. At Waverly, lesser restrictive program for K-3 and 4-6, with more mainstreaming. We have a K-6 social emotional track- Autism is the diagnose but need more an ED focus – at Redwood. We collapsed one of our ED Believe Programs at Lincoln High since the numbers have gone down and we shifted that class to Redwood. We have two B! classes in Manteca, one at Lincoln, so total of 8 classes that fall under the B! Program. John McCandless move to Colonial Heights, Veritas moved to Shasta and Nile Garden moved to Golden West.

2. DHH/VI Vacancies – Monica

Currently, we have three vacancies. We were not able to hire a VI teacher. Monica shared a letter that will be distributed to all the families in the SELPA area who receive these services regarding these vacancies.

3. New referral form/review of referral process – Monica
Monica reviewed the new referral form which will also be the same one for ERMHS. It's a fillable form and it is in the SEIS document library. **Possible Placement - is in your district/district need to schedule the IEP. **30 day - is when a student moves into your district from another district. Admin will make the phone call to parents. The 30-day placement form is also in the SEIS document library.

4. Packet review (Admin assignments, Staff Directory, Calendars, Service provider caseloads- Monica-

Each district/program received a folder with the County Programs information as listed above.

5. Referral Data from 18/19 – Monica reviewed the referral data base for the 18-19 school year- placement/non-placement/transfers/assessments.

6. Current Referral count for 19/20 – Monica

Current referral count for 19/20: 48 to date, this time last year county programs were at 76.

7. Student Serviced by District handout – Monica

Handed out to each district was the data report on Students Served by District.

COMMITTEES/COMMUNITY ADVISORY COMMITTEE

1. CAC Meeting Dates – Susan

The upcoming CAC meeting dates are: August 28, October 17, December 19, February 20 and April 6. This information is also in the team drive.

UPCOMING DEADLINES

1. Conferences (FFF, ACSA, Lozano) – Brandie/Tracy

Tracy handed out travel and conference forms for the FFF and ACSA conference.

SHARING

1. Goodie Two Shoes – Brandie

Brandie announced the Goodie Two Shoes aware and Angelica Thomas nominated Steve Payne for the 18-19 Goodie Two Shoes award.

2. Schedule visitations with Directors – Brandie

Brandie will be scheduling some time to come out and see your programs in your districts.

Meeting adjourned at 11:55 a.m.