

**San Joaquin County**  
**Special Education Local Plan Area**  
**Kathleen Skeels, Assistant Superintendent**  
**Council of Directors Meeting**  
**December 12, 2018 • 2707 Transworld Drive, Stockton CA**

Meeting Minutes

**Present**

COD

Elizabeth Shepherd – Escalon  
Angelica Thomas – Jefferson  
Jamie Hughes – Linden  
NelLaine Kilgore – Banta  
Joshua Brigham – Venture  
Silvia De Alba – Venture  
Steve Payne – New Jerusalem  
John Saylor – Lammersville  
Suzan Turner – Manteca  
Liza Mazza – Ripon  
Christopher Crone – Tracy

**Absent**

Brandie Brunni – Special Ed  
Thomas Crocker – Lincoln

Support

Rolf Athearn – SELPA  
Margaret St. George – SELPA  
Staci Johnson – SELPA  
Susan Scott – SELPA  
Irene Acevedo – SELPA

**Kathy called the meeting to order at 8:30 a.m.**

**1. Approval of November Minutes – Kathy**

Beth Shepherd made a motion to approve the November, 2018 minutes. Angelica Thomas seconded the motion. The minutes were unanimously approved.

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

There was no public input.

**3. State SELPA Finance Report – Kathy**

A review of current State news: November elections bring both a new Governor and new State Superintendent to California. Voters approved 6 of the 11 propositions on the ballot. The Controller's Office released the state revenue figures for October. The LAO released its 2019-20 Budget: Proposition 98 Outlook. The LAO detailed two possible fiscal scenarios through 2022-23. The LAO indicated that LEAs need to prepare for a recession scenario by increasing their reserves, paying down liabilities and not making ongoing spending commitments.

A review of Federal news: Continuing Resolution to keep government open till December 7, 2018. Federal shutdown on December 8 postponed for a couple of weeks due to the passing of former President Bush. The President signed PL 115-245 on September 28<sup>th</sup>, the Appropriations Bill to fund Defense, Labor, Health and Human Services and Education. There might be a very small increase to Part B of about \$86 million. California would get about 8.6 million, which would be just pennies in increased funding.

A review of SELPA news: Reimbursements for the 2017-18 IDEA LEA Subgrant Awards: are backed up and still making their way through the controller's office. This is December of 2018 and SELPAs/LEA still have not received last year's grant dollars. There was further information shared with Directors on Private School Proportionate Share, Mental Health Resource #3327 reimbursement reports, Out of Home Care and the Annual Budget Plan Draft.

**4. Requested SELPA Wide Data – Kathy**

Kathy reviewed the AB602 Superintendent subcommittee Agenda for the meeting that will be held on December 13. At this meeting they will review District special education/preschool, facilities, and indirect cost rates. Thank you to the Directors for completing the matrix for their districts. It has been compiled and will be reviewed with the committee. Data will be shared

regarding caseloads from the FCMAT study from 2012-2013 with updated numbers from the 2017-2018 school year. Discussions on potential bill back considerations, and ideas for proactive strategies to maximize human and fiscal resources.

## **5. SELPA Workshops Update – P.S.**

For our November PENT/CADRE Continuum of training – we were concerned we didn't have enough signed up but ended up having 20 people attend. The Behavior Intervention Plan training was tied to the current on-line form in SEIS. We will meet as a group after the fourth training to discuss edits and modifications based upon participant feedback. There were 22 participants and the training received good feedback. We had both district and county level doing the training.

In December, we had scheduled two trainings: *Social Narratives* and *Understanding and Treating Executive Function Problems in Student s with ASD* – both from Diagnostic Center – we had less than 5 people sign up so it was cancelled (Diagnostic Center trainings are free, but require at least 10 people to attend). Susan stated it might have been the time of year or topic for lack of interest. However, it's free for parents and we try to pull in different topics. If you have any feedback, please let Susan or Staci know.

January we have the following: *ADR training #3 The Art of Notetaking and #4 Facilitating Collaboration-Beyond the IEP Paperwork* is scheduled for January 11, 2019 from 9:00 a.m. to 11:00 a.m. and 1:00 p.m. to 3:00 p.m. at the Wentworth Education Center.

*MAB* is scheduled for January 11 and 12, 2019 from 8:30 a.m. to 4:30 p.m. at the Wentworth Education Center.

*T3 (Take the Time)* training is scheduled for January 16, 2019 from 8:30 a.m. to 3:00 p.m. at the Wentworth Education Center.

*CAPTAIN Summit* is scheduled for January 23 and 24, 2019 from 8:30 a.m. to 4:00 p.m. at the Wentworth Education Center. This is an invitation only event. Several of the districts have cadre members that have been invited.

*Writing an Effective IEP for Your Child with Special Needs* is scheduled for January 29, 2019 from 8:30 a.m. to 4:00 p.m. at the Wentworth Education Center.

## **6. ADR Conference – Margaret**

ADR Conference this year will be held in Riverside. The cost is \$275 for individuals. There is not a schedule out at this time. If you have an ADR group and would like to attend please contact Kathy Skeels. There is a small group that attends the follow up ADR meetings on a regular basis. If they would like to attend, again, please let Kathy know.

## **7. Multi-Agency Linkages – Rolf**

A handout was given of the multi-agencies that are connected to SJC SELPA. Rolf gave a brief description on each agency. Rolf noted that the bulk of the student population served by the varying agencies includes foster youth. This can be a difficult student population to serve and we have relied on our agencies for support. The SJC SELPA has formed good relationships with them. Additionally, given the implementation of the CCR, many of these youth change school district and SELPA boundaries due to their residency. Students that live in group homes, general education and special education alike are moving from group home to group home, usually a six month stay. It is not based on education, it's based on treatment and outcomes. We have good relationships with VMRC, Point Quest Lodi, Point Quest Central Valley, Point Quest Sacramento, Children's Home of Stockton and Stockton Education Center to name a few. SJC SELPA only case manages group home students in our districts that attend a NPS. The main issue we are having is that outside agencies, out of our county, placing students locally. They have to meet the criteria of CCR. What is difficult is that we don't get the information on the students in timely fashion, but are held accountable to make quick school placement decisions. Lastly, Rolf discussed the dynamics of the SJC SELPA role with assisting in residential treatment center/NPS placement options. We look firstly to see if they are certified by the state. When we do facilitate a residential treatment center/NPS placement, SELPA covers the cost of the residential placement and travel. Districts are responsible for the NPS costs and any other related services. The residential treatment center services are a year around effort.

## **8. Suspension Dashboard vs Sped State Performance Indicators- Susan/Staci**

Handouts were given out on what is on the Dashboard Indicator – Performance and Compliance Indicators and Special Education Indicators in relationship to LCAP. Important reminder Suspension data is measured in two different ways. Looking at comparison and addressing issues - one is looking at the numerator and some NPS's are not being counted. People that are participating in CAPTAIN (SELPA/Districts) will participate in a workgroup on this topic and how it relates LCAP. After the CAPTAIN summit, thus the information and training resources will be disseminated to your districts.

### **9. Master NPS/A Contract Revision – Kathy**

SJCOE SELPA has been the lead SELPA in our County to pull Non-public schools in our area to work collaboratively on our rates and contract provisions. District directors will need to review the current contract and see if there are any concerns or suggestions that will need to be taken to the collaborative committee. Please let the new SELPA Director know by January 14<sup>th</sup>.

### **10. Out of State Placement: Utah/Wyoming – Kathy**

The SELPA provides the services and support when a student is looking at needing a residential placement as their LRE and to make growth on their IEP. They need to have their own monitoring system. Therefore CDE is looking at not authorizing/not certifying those placements. State funding will not be able to be used for those placements. Both Utah and Wyoming are working within their own state system to develop a certification process. Currently Utah looks like they will be okay and Wyoming has another year to develop their system. Therefore, please be acutely aware of where students are placed and the certification requirements.

### **11. CASEMIS/CALPADS Update – Susan/Staci**

We are working on our third software release. Number of errors should be going down, but they are going up. Please work on getting errors cleared. We understand it is a transitional year. Kathy would like to acknowledge Kortney, Staci and Susan for all their hard work on the CASEMIS and how much we appreciate them. Kathy stated that Annual Performance Report: Mega Compliance Annual determination letter will be sent later this month. The “mega letter” from CDE it is very easy to read and it explains what you need to do. PIR, etc. Kathy suggested Brandie have a presentation with Staci and Susan to review the information. She suggested that LEA’s bring their mega letters and go over them. It is not new information; rather an easier format to read. Beth asked if Kathy can send an email to the Superintendents regarding the mega letter and Kathy agreed to do so.

### **12. Calculating LRE – Kathy**

Kathy reviewed this info with COD. There was some discussion on this.

### **13. First Student Lists- Handout – Brandie/Kathy**

Each district received a copy of their students attending county classes that are transported by First Student.

### **14. Potential Back to District Lists – Kathy/Brandie**

Class update/referrals were given. The primary “Believe” classes are at capacity with the current referrals on-deck. Directors should review all referrals that are being made by their district so that alternatives of appropriate support in the district is made.

### **15. Community Advisory Committee – Margaret**

CAC had their meeting on December 3, 2018. CAC has a new Facebook page up and running and looks great.

They reviewed the guidelines for FB and well as basic meeting ground rules for future meetings. Some new business including discussion about a CAC budget was not discussed and will carry forward to the next meeting in February. Please let Margaret know if you cannot make the meetings.

### **16. Complaints/Due Process/Regulations – Kathy**

Kathy passed out a handout - CDE Resolves Special Ed Complaints/Top Ten Allegations  
CDE This & That: IEP legal names with binary for gender-Legal name has to be on the IEP.

### **English Language Special Ed Guidelines – Kathy**

will be out July, 2019. Kathy saw the draft at State SELPA and felt the guidelines are very good. Professional development around the guideline should be considered.

### **17. Review Upcoming Deadlines –a Kathy**

- District Director needs survey – Kathy/Brandie
- Transportation – Jamie Hughes

Linden is providing their own transportation for children who require wheelchair access and come from particular care homes and attend Redwood School. Linden currently has three children that are transported to Redwood. Two will age out at the end of this year. In talking with Brandie and Kathy-how can we get the three children transported by county. Linden has a shortage of bus drivers. What is the process-how can we get those students transported to county? Kathy reviewed the transportation history and agreement as to why there are parameters around districts transporting students that attend

County classes. **To immediately address this issue there was a general consent from SELPA, County Programs and COD to go ahead and pick-up the transportation of the 3 Linden students.** Linden will be billed for the ridership through the same process that is in place for all others.

## 18. Other

- Guiding Hands NPS – Kathy

There was an incident at a NPS. The SELPA monitors and continues to review processes and events related to restraint and seclusion. SJCOE SELPA does not have relationship in placement or training with “Guiding Hands”. SJCOE utilizes Management of Assaultive Behavior MAB training. MAB is fundamentally based on proactive practices and supported with best practices. Federal and state guidelines are a part of the training as well. The master trainers took the week to review our process and instruction.

- Weber Bill –Kathy

The SELPA behavior committee reviewed the Weber Bill and reporting requirements. There will be a change to the Behavior Emergency Reports to align with definitions in the bill to have cohesive reporting with CALPADS. Escorts are not considered a restraint. LEA Directors will want to review the Weber Bill with their general education/ student services department for all students. It is a general education bill.

- OAH Procedural Change – Kathy

Kathy sent info out to COD prior to this meeting- assigned three consecutive dates.

- Recognition – Kathy

It was with great pleasure to acknowledge the retirement of Rolf Athern on 1/11/2019 after over 37 years of services as a teacher, director, principal, program specialist his impact to students and educators in San Joaquin County speaks loudly. Kathy presented and the Council of Directors honored him with a Golden Star of appreciation.

Kathleen Skeels, SELPA Director was also honored and recognized for her 41 years of service to students with disabilities in San Joaquin County. She provided services as a speech therapist, principal, program specialist, division director and SELPA/Assistant Superintendent of SJCOE. Her role in transitioning students out of the State Hospital to working with teams to develop most of the programs currently in place today is a legacy for our County. Rolf on behalf of the Council of Directors presented her with a “Golden Star”.

Meeting adjourned at 11:27 a.m.