

**San Joaquin County**  
**Special Education Local Plan Area**  
**Brandie Brunni, Assistant Superintendent**  
**Council of Directors Meeting**  
**January 16, 2019 • 2707 Transworld Drive, Stockton CA**

Meeting Minutes

**Present**

COD

Elizabeth Shepherd – Escalon  
Angelica Thomas – Jefferson  
Jamie Hughes – Linden  
NelLaine Kilgore – Banta  
Silvia De Alba – Venture  
Steve Payne – New Jerusalem  
John Saylor – Lammersville  
Jody Burriss – Manteca Representative  
Liza Mazza – Ripon  
Christopher Crone – Tracy  
Nicole Lorenz - SJCOE  
Monica Filoso- County Programs Representative  
Thomas Crocker - Lincoln

**Absent**

Susan Scott - SELPA

Support

Margaret St. George – SELPA  
Staci Johnson – SELPA  
Irene Acevedo – SELPA

**Brandie called the meeting to order at 8:41 a.m.**

**1. Approval of December Minutes – Brandie**

Angela Thomas made a motion to approve the December 2018 minutes. Beth Shepherd seconded the motion. The minutes were unanimously approved.

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

There was no public input.

**3. Business Finance**

**A. 2018-2019 January 2019 AB602 - Nicole**

Nicole reviewed the *San Joaquin County SELPA 2018-19 AB602 Funding Documents January 2019 AB602* packet included in the handout. Data is based on the first interim and compared to the May budget. On Page 2 lines 29-39 show the new revenue figure for districts. Column C has been updated versus what it was in the budget in column D and E is the difference. Line 4 shows update in property taxes. Line 12 is the reduction of County special education expenditures (the budget is reduced as positions are not filled as the year goes on). Line 40 gets spread out within the district.

**B. 2017-2018 Actuals Excess Cost Transportation - Nicole**

Excess Costs for Transportation of Special Education Students 2017-2018 Actuals was included in the handouts and reviewed. Nicole asked that we hold off on the 5% journal cost until the audit is complete in case there is any adjustment in the year. The 2018-19 January Review calc was not available for this meeting since the meeting is being held earlier than normal. CBO's may get the info next week and as soon as the information is available, Nicole will send out an email.

**C. 2019-2020 Special ED Preliminary Budget Calendar - Nicole**

Nicole reviewed the SJCOE SELPA Special Education 2018-2019 AB602 Budget Calendar that was included in the handouts. The Special Education Finance Committee meeting is scheduled for February 26, 2019, at 2:00 p.m. A budget calendar for you and your finance group was developed a few years ago for preliminary budgets. Monica will present the growth proposals. You will decide which one you will bring forward. We go back and do a AB602 on the growth proposal of what you decided to bring

forward. Growth proposals will be voted on at the February 6, 2019 COD meeting and will be discussed at the Special Education Finance Committee meeting on February 26, 2019, before going forward to the Superintendent's meeting on March 4, 2019. If approved, it will be sent out as a prelim budget in March/April. Nicole will email the final AB602 budget in May.

#### **4. SELPA Support/Staff Development**

##### **A. SELPA Staff Development – P.S.**

*The Art of Notetaking* - we were not sure if we were going to hold it, but we did and the response after was really good. It's a interactive workshop and the people who do attend get a lot of information they can take back to their own districts to use.

LSH Symposium-was canceled for this month. The next LSH Symposium workshop will be on April 11, 2019.

MTSS- there was a discussion on whether SELPA was going to offer a workshop on this due to the fact it's usually very costly to attend. Margaret explained that they base their workshops on the surveys they send out. That one workshop did not come to the forefront on the survey for this year, it's not a training topic for this year. Margaret can check into it through Educational Services.

Thomas would like to see more FARSE training and thought there was going to be a revision. We didn't have math on our list so we will put it on the survey.

Positive Behavior Workshops- these have been run by Rolf Athearn and Irene will continue to do so. We offer to coach at school sites since we have a grant for this that is not being taken advantage of. We are finding in the two to three year follow up, we are finding principals, or someone has moved. We run as a cohort, currently, they are running a 3rd year one.

##### **B. LI Update -Margaret**

Currently, we have 32 LI incidents request - 4 have not gone to committee as they were just received. Margaret reminded directors of the Low Incidence (LI) request submission ends April 15 and asked them to remind their staff. Requests can be submitted after that date, but if approved, won't be ordered until the new fiscal year. If you have staff requesting equipment and the IEP is over a month old, Margaret will highlight the date on the email to the committee. Directors should be discussing timelines with requestors when they sign them as it becomes a compliance issue. Margaret reminded directors to let staff know they need to have a paper trail and note in the IEP how the equipment will meet the students' need and use across environments if the request includes home use. When the committee gets votes, they are looking to see if there is anything in the notes on the IEP as well as goals, present levels and services. Teams should be making the decision not the provider. Are you noting it and highlighting it when you send it in? Please use the LI checklist to make sure the request has everything that is required. The trend is CCTV requests. We are accepting requests for Ipad or computers on a case by case basis. There is approximately, \$62,000 left in the Low Incidence budget.

#### **5. Compliance/State Reports/Data Reports**

##### **A. Disproportionality Review – Susan**

Districts should be completing any corrective action required.

##### **B. CASEMIS/CALPADS Update - Susan/Staci**

Before the winter break on December 18, a big mega letter went out to the Superintendents from CDE.

17-18 Data- 1. Compliance pieces-most districts look like they are being pulled into PIR. CDE is coming to meet with us, to review the PIR process, Directors encouraged to attend, PS's will be in attendance. More information will come out next week. That anticipation is that this will be a big project. If you did not receive your mega letter, please let Staci know. Still working on DRDP, final submission, the directors are aware of this.

- December 1, Pupil Count Review

If you have not turned in your December 1 pupil count, please let me know.

#### **6. Program and Instruction**

##### **Valley Oak Closure - Irene**

During Christmas break, Irene spoke to Broni Stevens (administrator of South San Joaquin NPS). She explained that the group home they are associated with, Valley Oak Residential Services, was closed as of the end of December due to an unspecified incident of abuse earlier in the year. Valley Oak was unable to secure adequate insurance when it was up for renewal and therefore had to shut down. This has impacted the future of South San Joaquin NPS despite the school not being involved in the

Valley Oak incident. If South San Joaquin cannot secure another funding source, they may be in danger of closing. Irene will keep in touch with Broni and bring back any new information to COD.

Irene discussed ERMHS services through the SELPA, which are ongoing and are continuing to have a positive impact. However, referral packets received by LEAs have been missing information and it appears some may not be aware of the referral process. The ERMHS referral sheet and process checklist have been uploaded into the SEIS document library so LEA representatives submitting referrals can access it at any time. The process checklist may be revised/simplified in the near future and will be brought back to COD for review at a later date.

## **7. Regionalized/County Programs/Student Services**

### **A. Ripon Transportation - Lisa**

Ripon purchased a van in the transportation department. The van has wheelchair access/seats 9. Lisa was asking if Ripon can use this van for students that attend Parkview, if so what are the repercussions? Brandie explained that if you pick up the students for that class, you pick up all the students. For example, if we were to add another class to that site, or if that class increased in size. If there is a rider needed or nursing, you pick up the cost for that. Brandie continued to explain that some of our districts that have picked up transportation understand it can be costly. There was much discussion on various factors such as different calendars between districts, union issues, cost of riders and if the cost would be more to provide your own. Brandie suggested Lisa bring a proposal to the February 20th COD meeting.

### **B. County Programs Charts/Graphs - Monica**

Monica reviewed the *SJCOE Special Education Data Highlights*. Preschool through Young Adult Autism enrollment was up 8%. 58% of students being served have a diagnosis of Autism. Enrollment, in general, is up 26% since January 2013 serving 678 to serving 911 as of January 2019. In six years that is an increase of 233 students in classrooms. Referrals are up 3% from last year, referrals under the category of Intellectual Disabilities is up 40% from 12 to 20 referrals to date. *Students Served in County Programs* were reviewed. The blue row is the current year total and the yellow row is last year's total. Data shows per district what usage is and the ADA which should be equivalent; however, there are some districts with more usage than ADA. Itinerant services are detailed at the bottom page. Regarding EIBT contracts, numbers should go down once the student reaches second grade. *District Referrals for SJCOE Programs/Services* was reviewed. The January 10, 2018 line was added to compare the number of referrals this year versus last year by FHI code. *District Referral Comparison* was reviewed. The total number of referrals for the last three years was added. Receiving a referral doesn't mean placement has been made; it refers to the referral paperwork being submitted, assignment to an admin, holding the IEP meeting and all other work. Monica will bring back the total number of referrals versus placements in August.

### **C. Regional Program Updates - Monica**

Monica reviewed the data on the percentages of students for each district. Some districts have higher usage and maybe higher contribution, many different reasons, specifically the use of facilities. EIBT contracts, currently we are serving 24 last year it was 36 a decrease by 8. When we are able to serve students in county programs we are seeing it much easier to put them back into the district classes. VMRC-EIBT is co-funded along with county programs. Both are early intervention, it is just the funding. We have an MOU with each superintendent how that looks. Funding is not something that takes place in an IEP, it takes place outside an IEP. All students are co-funded by VMRC and county. Anything less than 20 hours districts take over and after 1st grade. Staci explained how it is important to have this discussion prior to 1st grade. Once they go to district, Staci still comes over as county representative until services have faded to less than 20 hours or upon 2<sup>nd</sup> grade.

According to Monica, about 5 years ago, this number was well into the '80s. More students have entered county preschool programs and some districts have maintained students in their own program.

### **D. 2019-2020 Growth Proposals - Monica**

Each year the Special Education Division Director does an analysis of students moving up and those exiting out of program starting with Young Adult, then high school, intermediate, primary and finally preschool. After that analysis, proposed class sizes are reviewed to determine if there is availability to reconfigure classes to meet the needs of the upcoming school year. For 2019-2020 there are 6 growth proposals. Proposals are based on all anticipated students will go back to district.

Proposal #1 - Preschool ASD class with required supports

Proposal #2 - Preschool ASD class with required supports

Proposal #3 - Primary ASD class with required supports

Proposal #4 - Primary ASD class with required supports

Proposal #5 - Intermediate SH class with required supports

## Proposal #6 - Intermediate SH class with required supports

There are 100 students moving from preschool into primary autism classes with potentially 39 students going back to district. The average class size across 19 classes at the start of the 19-20 school year will be 8. During the Spring, there tends to be an increase in preschool referrals. As a result, we anticipate an average of 12 students to start across the 19 classes.

There are 78 students moving up from preschool with only 48 moving up to intermediate. This is an impact of 30 additional students in primary. Without growth, the class average would be 12. SJCOE is asking for two additional classes to reduce the class average to 11 and maintain current instructional standards.

There are 48 students moving up to intermediate for the 2019/2020 school year, with only 19 students moving into high school. This is an impact of 29 additional students. Without growth, the class average will be 14. With growth requested for two classes, the average class size will be 12. This does not include any transfers or referrals.

The total approximate ongoing cost for all six classes is \$2.2 million. With each growth, we add LSH once it reaches 8.0, includes ESY school year and additional related services. The County rate is a bit overhead than the districts because we add in all the components. Early transition in the spring to transition them to be prepared for the incoming spring referrals. Multiple ways to try to keep the proposals down for preschool autism. The County Admin do an analysis of all the areas of the Special Ed classes. We look at the class size and if one class drops we may convert an SH to a autism class. This is the first thing they do before we ask for facilities.

There was a discussion about how we go about getting facilities and referrals. The general consensus was most districts are declining. John asked where the county sees where the potential will be? Regionalized programs will look into this, but it's most likely south of Tracy.

Beth brought up a question on the way we have title the SH for the classes when the credentialing is different. Regionalized programs will consider and bring back to the council if any changes is proposed to be made.

**Thomas motioned for all 6 proposals to move forward to determine the impact on the Preliminary AB602 budget for 2019-2020. Angela seconded the motion.**

**Motion moved with all present approving.**

## **8. Committees/Community Advisory Committee**

### **A. AB602 - Debrief from 12/13 - Brandie**

It was generally felt that the AB602 meeting clarified some questions. Many questions were asked, the questions that were asked were in collaborative spirit, how we can make it work. The material that was shared, what County provides, what County leases, what they own and what they use on sites were explained. Brandie and Nicole showed how to look at the different options. It was questioned whether it be a couple more years before we are in deficit spending? Brandie wants to have a plan before we go there.

### **B. CAC Facebook Page - Brandie**

CAC has a Link on our SELPA page. You can find the agendas and the minutes.

## **9. Upcoming Deadlines**

### **A. Directors Handbook Deadlines – Brandie**

Calendar deadlines were reviewed with all present.

Meeting adjourned at 11:47