

SUPERINTENDENT'S SPECIAL EDUCATION POLICY COUNCIL

Annex Board Room – HCOE

February 16, 2017

Voting Members Present:	Karla Darnall Shari Lovett (Proxy) Barbara Short	Brooke Davis Michael Quinlan Fred Van Vleck	Garry Eagles Jan Schmidt	Chris Hartley Glen Senestraro
Voting Members Absent:	Steve Godla	Richard Graey	Craig Kimball	Catherine Scott
Non-Voting Members Present:	Mindy Fattig	Tess Ives	Leslie Yale	
Guest Present:	Laurie Alexander Holly Sage	Damon Collier Melanie Susavilla	Nichole Dollarhide Angela West	Lynette Kerr

**1.0 CALL TO ORDER**

The meeting was called to order at 12:00 by Chris Hartley.

**2.0 ADJUSTMENT OF AGENDA**

None

**3.0 APPROVAL OF MINUTES**

3.1 November 17, 2016

**A motion was made by Brooke Davis and seconded by Barbara Short to approve the minutes as read. The motion carried with all in favor.**

**4.0 PUBLIC COMMENTS**

Holly congratulated Chris Hartley for his appointment to the county supervisor position.

**5.0 ACTION ITEMS**

5.1 SELPA Policies

5.1.1 LCI/DOR

**A motion was made by Fred VanVleck and seconded by Michael Quinlan to approve the LCI/Group Home Policy. The motion passed with all in favor.**

5.1.2 Residential Treatment Center Guidelines

The RTC Guidelines were provided to the members as a 1st reading. Mindy recommended that the members review and send her their recommendations &/or edits. Brooke Davis mentioned that she would provide a list of their county's resources to add to the guidelines. The RTC Guidelines will be brought back for a 2<sup>nd</sup> reading at the March Policy Council meeting.

5.1.3 Eligibility Criteria

The Eligibility Criteria were provided to the members as a 1st reading. Mindy recommended that the members review and send her their recommendations &/or edits. She added that all documents have been vetted twice by legal council. The Eligibility Criteria will be brought back for a 2<sup>nd</sup> reading at the March Policy Council meeting.

5.1.4 MOE

Mindy and Angela explained the recent changes in the MOE and the LEAs responsibility to meet their own MOE without SELPA assistance. They also explained it is a dollar for dollar penalty for not meeting their individual MOEs.

**A motion was made by Karla Darnall and seconded by Garry Eagles to approve the MOE policy. The motion was carried with all in favor.**

5.2 2017-18 SELPA Budgets

Mindy explained the budgets and that most changes are reflective by step in column. Mental Health had a change of .5 FTE to .4 FTE for program manager as Peter Stoll is now serving the MTSS as the regional representative. He now serves in only a supervisory role at the SELPA office. The facility costs were added and split with SELPA Admin/Mental Health by a square footage formula. The Data Manager position of .2 FTE, currently held by Donna Nutter, will be eliminated and absorbed by existing SELPA office staff. SELPA wide Professional Development has increased due to an increased current need for assistance in the LEAs including RELIAS training, which has a fee for service that will be added back into SELPA PD. SELPA staff who attend training are required to return and present to staff and LEAs.

**A motion was made by Barbara Short and seconded by Fred VanVleck to approve all SELPA 2017-18 budgets. The motion carried with all in favor.**

5.3 Preschool SDC Program Reimbursements

Lynette Kerr updated the preschool charge back matrix due to LEAs regional programs and administrative needs.

**A motion was made by Fred and seconded by Barbara to accept the Preschool SDC Program Reimbursement chargeback matrix revisions. The motion carried with all in favor.**

5.4 Updated Special Ed Reimbursement Allowable Costs Matrix

Lynette updated the matrix to recognize a site other than a school site.

**A motion was made by Garry and seconded by Fred to accept the matrix revisions. The motion carried with all in favor.**

## 6.0 INFORMATION/ACTION ITEMS

6.1 BSA Funding Proposals

Lynette provided funding options for Behavior Support Assistance costs. During the November Policy Council meeting the members chose to approve adding a substitute BSA and address the charge back at the next meeting.

**A motion was made by Fred and seconded by Jan Schmidt to approve Proposal “A”:**

*Availability of one BSA to cover the need for coverage when pooled BSAs are absent:*

- 1. The pooled hourly rate for all pooled BSAs include the cost of a substitute.*
- 2. When not providing substitute services for the pool, the BSA will be utilized in other areas of service at the rate of the BSA hourly rate. Any revenues will be posted towards offsetting the BSA pooled rate in the next fiscal year.*
- 3. Services will prioritized for substitute coverage of pooled services based on earliest request.*

**The motion carried with all in favor.**

6.2 Unchartered Shores Academy (USA) Charter School

USA is applying to join El Dorado Charter SELPA. Mindy met with USA Director and Brooke regarding the impact to the SELPA and how USA will need to provide services through contracted services, including SELPA Low Incidence staff. All equipment is the responsibility of the new charter SELPA. Item will be brought back to Policy Council upon decision from El Dorado Charter SELPA.

6.3 Self-Review Data & Conversation

Mindy reviewed all the self-review data provided with the council members while explaining timelines, staffing and services that SELPA provides for the LEAs. She reminded the members that the yearly reporting timelines may be adjusted due to CDE and/or internal deadline changes. The AB602 criteria and process is in process with hopes to provide it at the next policy council meeting.

Mindy reported that there will be a change in programs next year as McKinleyville has decided to not continue the regional TLC. Barbara and Glen expressed interest in opening regional TLCs. Mindy will meet with them to discuss the possibilities.

Chris and the members asked that more trends be provided including SCIA services and goals to reduce costs and increase efficiencies. Mindy mentioned that RTC costs have been reduced this year and feels it is primarily due to early intervention at the district and SELPA level.

6.4 SELPA Service Overview and Discussion

LK explained the funding model – Pyramid

6.5 Director's Report

Mindy reported that she has had some success with interagency collaboration including possible braided funding for RTC placements, ROI procedures and a monthly meeting with DHHS and CWS. SELPA has offered to pay for hotel and registration, using ADR funds, for CWS and DHHS to attend an interagency workshop, Breaking Barriers, in Sacramento. In addition, SELPA will be hosting an ADR workshop for parents and staff administration in the spring, more details to follow.

## 7.0 COMMUNICATIONS

**8.0 ANNOUNCEMENTS**

Chris Hartley reported that he and others met with DHHS, which resulted in DHHS scheduling a town hall to discuss county mental health needs for students. They have also created a regional liaison position to work between the agencies and to serve as a hub of information on the most critical students. SELPA staff plans to attend the town hall meetings.

**9.0 FUTURE AGENDA ITEMS**

- PC Voting Structure – CALPAD data 2017
- Next Policy Council meeting is scheduled for March 16<sup>th</sup> 9:00 -11:00
- Increase in Infant/Preschool services


**10.0 COMMENTS**

Brooke mentioned that she is having difficulty staffing for the large increase in infant/preschoolers request for services and would appreciate any assistance on how to meet the needs. Tess agreed that Humboldt is also seeing an increase. The discussion will be added as a future agenda item. Karla asked if we can get criteria from RCRC for identification.

**11.0 ADJOURNMENT**

The meeting adjourned at 2:15

Respectfully Submitted,

  
Teresa Dexter  
SELPA Secretary