

SUPERINTENDENT'S SPECIAL EDUCATION POLICY COUNCIL

December 9, 2021 ~ 9 AM

HCOE Sequoia Conference & ZOOM

Voting Members Present: (In-Person)	Luke Biesecker Glen Senestraro (& Proxy)	Michael Davies-Hughes Stephanie Steffano-Davis	Michael Quinlan
Voting Members Present: (Virtual)	Brooke Davis Tom Kissinger	Gayle Conway DeAnne Waldvogel	Jennifer Glueck (proxy) Fred Van Vleck
Voting Members Absent:	Beth Anderson	Craig Kimball	
Non-Voting Members Present: (Virtual)	Autumn Chapman Heidi Moore- Guynup	Jeff Harris Linda Row	Roger Macdonald Justin Wallace
Guests Present: (In-Person)	Katie Cavanagh Angie Galioto Thom McMahan Corey Weber	Jeff Craven Carrie Moses Linda Rowe Christine Yannone	Nichole Dollarhide Heather Quigley-Cook H. Sage
Guests Present: (Virtual)	Leilani Carrera Michelle dela Llana Candelario Carol Ingram Starline Pitlock Michelle Roslosnik Sarah Stolpe Christie Torres	Carl Corbin Mindy Fattig Kelly Johnson Poonam Prasad-Carnahan Dustin Rossman Jenny Streeter Tim Warner	Garrett Goodnight Jim Haggerty John Leonard Sandy Radic-Oshiro Peter Stoll Laura Thompson

1.0 CALL TO ORDER

The meeting called to order at 9:06 by Glen with the following proxy votes:

- Ferndale/Mattole Regional will proxy one (1) vote to Glen Senestraro
- Klamath-Trinity Regional one (1) vote moved from Craig Kimball to Jennifer Glueck, Superintendent
- Del Norte School District will proxy one (1) vote from Brooke to Jeff Harris leaving two (2) votes for Brooke
- Northern Humboldt Union High School will proxy two (2) votes from Gayle to Roger Macdonald but shared the votes
- At 10:53 AM - Del Norte School district proxied back one (1) vote from Jeff Harris to Tom
- At 11:00 AM – Eureka City School proxied three (3) votes to John Leonard
- Eureka City School returned three (3) votes to Fred Van Vleck
- Southern Humboldt proxied one (1) vote to Michael Quinlan following 5.4

2.0 ADJUSTMENT TO THE AGENDA

Fred requested to schedule a closed session meeting immediately to discuss bylaws, proxy voting and personnel issues related to possible appointment. Michael Quinlan agreed that the voting structure is important, including proxy votes adding that he would like to see it added to a future agenda item to discuss at a regular meeting.

Michael made a formal recommendation to only use closed session when related to a particular staff person by name or a sensitive nature and when necessary to have closed session that legal counsel be present. He added that all other meetings should be held in open sessions with Superintendents and Public present for full disclosure.

3.0 APPROVAL OF MINUTES

3.1 September 16, 2021

3.2 November 30, 2021

A motion was made by Michael Davies-Hughes and seconded by Michael Quinlan to approve the minutes for September 16 and November 30, 2021 as read. The motion passed with the following roll call vote. (20/0)

AYES: Senestraro (Proxy), Biesecker, Conway/Macdonald, Davies-Hughes, Davis/Harris, Glueck, Kissinger, Moore-Guynup, Quinlan, Senestraro, Van Vleck, Waldvogel
NAYS: None
ABSTAIN: None
ABSENT: Anderson, Kimball, Steffano-Davis

4.0 PUBLIC COMMENT

H. Sage voiced appreciation of the open session.

5.0 ACTION ITEMS

5.1 Update on SELPA Executive Director

Glen and Michael Davies-Hughes shared what led up to the Policy Council's recent decision and vote to have Glen make decisions on behalf of the SELPA Policy Council until an Executive Director was hired. Since this action was taken, the council has received an in-depth list of items currently needing SELPA action that shows the necessity to have an acting or interim director on site for day to day operations and LEA support

Glen asked if there were in comments from anyone (virtual & in-person) which led to numerous Superintendents, SELPA Staff and public representatives voicing their concerns for SELPA and their support to appoint Heather Quigley-Cook as Interim Executive Director.

A motion was made by Michael Quinlan and seconded by Stephanie that Heather Quigley-Cook be appointed as the Interim Director and fulfill all the immediate day to day duties and responsibilities of the SELPA Director while the recruitment and hiring process occurs and also that Glen, as Policy Chair along with Michael Davies-Hughes, Administrative Unit, provide support to Heather in this interim role as is needed. Michael noted that he consulted with School and College Legal Services prior to the meeting to ensure he was following meeting agenda protocol and they had agreed it was acceptable. Glen was unsure that the legality of motion/action being taken as the agenda doesn't specifically note appointing an interim director.

Fred disagreed with the motion saying that it is not noted properly agendized and feels the discussion should be held in closed session.

A motion was made by Fred to table the motion to a meeting to be agendized tomorrow (within 24 hours) and continue the conversation at that meeting.

Michael Quinlan offered to revise the motion and add "... to be vetted by legal".

The council asked for legal counsel and contact was made to Carl Corbin, School and College Legal Services partner, who explained while the motion could be made and a vote taken as it falls on the agenda under "Action" items, it might be best practice to hold another meeting.

Luke seconded the motion. The motion failed with the following roll call vote. (8/12)

AYES: Conway/Macdonald, Biesecker, Davies-Hughes, Kissinger, Van Vleck
NAY: Senestraro (Proxy), Davis/Harris, Moore-Guynup, Quinlan, Senestraro, Steffano-Davis, Waldvogel
ABSTAIN: None
ABSENT: Anderson, Glueck, Kimball

Michael Davies-Hughes reminded the counsel that Michael Quinlan had offered to withdraw his motion if it is agreed to meet within twenty-four hours and for transparency the meeting is held including the voting portion in open session. He agreed that confidential discussion could be during closed session but a report out will be followed up with a vote in open session. Fred withdrew his motion to table the appointment.

A motion was made by Michael Quinlan and seconded by Heidi to hold a special meeting tomorrow with the agenda item stating the possible appointment. We will go into closed session for discussion and the recommendation and vote will be taken during open session. The motion passed with the following roll call. (20/0)

AYES: Senestraro (Proxy), Biesecker, Conway/Macdonald, Davies-Hughes, Davis/Harris, Kissinger, Moore-Guynup, Quinlan, Senestraro, Steffano-Davis, Van Vleck, Waldvogel
NAYS: None
ABSTAIN: None
ABSENT: Anderson, Glueck, Kimball

Michael Quinlan withdrew his original motion to appoint an interim director.

5.2 Discussion – Letter from legal counsel regarding Board’s decision on short-term plan for vacancy of SELPA Director
None

5.3 Discussion and Approval – SELPA Director Job Announcement Pamphlet & Description
The pamphlet and job description were reviewed by the counsel with minimal edits. Once the edits are made, HCOE Personnel will post the position statewide with a closing date of January 21, 2022.

Fred recommended changing the reference to Administrative Credential “Required” to “Preferred”. The council asked Mindy if other SELPAs require the credential and she replied that it is extremely unusual to hire without it, but if they did, she’d recommend they be required to acquire the Administrative Credential within their first two years of hire date to continue employment in the director role. She mentioned to the council that her recommendation is to require the credential for many reasons, one being the added responsibility on the Program Directors to oversee/evaluate the staff until the Director attains the credential.

A motion was made by Fred and seconded by Michael Davies-Hughes to approve the pamphlet and job description with the amendment of the administrative credential “preferred” and minor edits/typos corrected. The motion failed with the following roll call vote. (7/13)

AYES: Conway/Macdonald, Biesecker, Davies-Hughes, Kissinger, Leonard (Proxy)
NAYS: Senestraro, Biesecker, Davis, Moore-Guynup, Quinlan, Senestraro, Steffano-Davis, Waldvogel
ABSTAIN: None
ABSENT: Anderson, Glueck, Harris, Kimball, Van Vleck

A motion was made by Luke and seconded by Michael Davies-Hughes to approve the pamphlet and job description with minor revisions and the alteration that admin preferred and if they do not have it they are required to attain one with two (2) years or be released. The motion passed with the following roll call vote. (13/7)

AYES: Senestraro (Proxy), Conway/Macdonald, Davies-Hughes, Kissinger, Leonard (Proxy), Moore-Guynup, Senestaro
NAYS: Davis, Quinlan, Steffano-Davis, Waldvogel
ABSTAIN: None
ABSENT: Anderson, Glueck, Harris, Kimball, Van Vleck

5.4 Discussion and Possible Approval – Timeline for application process for SELPA Director

A motion was made by Michael Quinlan and seconded by Luke to end the application period on January 21st with advertising both state and local. The motion passed with the following roll call vote. (20/0)

AYES: Senestraro (Proxy), Biesecker, Conway/Macdonald, Davies-Hughes, Davis/Harris, Kissinger, Moore-Guynup, Quinlan, Senestaro, Quinlan (Proxy), Van Vleck, Waldvogel
NAYS: None
ABSTAIN: None
ABSENT: Anderson, Glueck, Harris, Kimball, Steffano-Davis

5.5 Discussion and Possible Approval – Hiring Process for SELPA Director (Panel? Entire Board? Etc.)

Michael Quinlan recommended moving the AU discussion to the fiscal Ad Hoc and brought back to the next Policy Council meeting.

A motion was made by Heidi and seconded by Michael Quinlan to table items 5.5 & 5.6 in January. The motion passed with the following roll call vote (20/0)

Fred added that he wants the discussion of votes due to his recent supervision of South Bay be reflective of his vote by pulling their numbers from the feeder school numbers. Luke added that CHAT would need to make that decision as a regional vote.

AYES: Senestraro (Proxy), Biesecker, Conway/Macdonald, Davies-Hughes, Davis, Kissinger, Moore-Guynup, Quinlan, Senestaro, Quinlan (Proxy), Van Vleck, Waldvogel
NAYS: None
ABSTAIN: None
ABSENT: Anderson, Glueck, Harris, Kimball, Steffano-Davis

5.6 Discussion and Possible Action – HCOE Administrative Unit Contract

6.0 INFORMATION ITEMS

6.1 Director's Report
None

6.2 Ad Hoc Reports

6.2.1 Fiscal Ad Hoc Meeting - January 6, 2022 9 AM corrected date

6.2.2 Facility Ad Hoc – None Scheduled

6.3 Legislative Advocacy Updates
None

6.4 Community Advisory Committee (CAC) Report – Meeting February 10, 2022
None

7.0 COMMUNICATIONS

None

8.0 ANNOUNCEMENTS

None

9.0 FUTURE AGENDA ITEMS

- CAPTAIN Update
- Schedule Revision – April 21, 2022 (Breaking Barriers)
- Schedule Special Meeting (within 24 hours) for discussion/action on appointing SELPA Interim Director
- Meeting in January regarding voting, 5.5 & 5.6

10.0 COMMENTS

11.0 ADJOURNMENT

The meeting adjourned at 11:55 AM