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TRI-VALLEY SPECIAL EDUCATION LOCAL PLAN AREA BOARD OF TRUSTEES

June 18, 2018 Meeting Minutes

IN ATTENDANCE: **Board Members** Chris Wenzel (Livermore); Joan Laursen (Pleasanton); Yvonne Cerrato (ACOE)
Megan Rouse (Dublin);

Staff/CAC –Nanette Gray (SELPA); Correna Kelly (SELPA); Toni Cardenas (SELPA); Alpana Gupta (SELPA); Frank Selvaggio (Livermore); Doris Kwok (Pleasanton); Jennifer Chiarelli (Dublin); Monica Vaughn (ACOE); Sheila Andujar (ACOE)

GUESTS: Ed Diolazo, Assist. Supt. (Pleasanton); Mike Biondi Assist. Supt. (Livermore)

CALL TO ORDER/PLEDGE OF ALLEGIANCE: 6:00 pm

Joan Laursen called the meeting to order 5:58 pm and led the pledge of allegiance.

I. APPROVAL OF AGENDA

A motion to approve the agenda was made by Megan Rouse and seconded by Chris Wenzel. Those present unanimously approved the motion.

II. APPROVAL OF MEETING MINUTES: 03/19/18

Note to correct Mike Biondi to a guest not a board member. With the correction a motion to approve the minutes of the board meeting on 3/19/18 was made by Megan Rouse; Chris Wenzel seconded the motion. Those present unanimously approved the motion.

III. REQUESTS TO ADDRESS THE BOARD

No public requests were made.

IV. ITEMS FOR REPORT, DISCUSSION, AND POSSIBLE ACTION

A. 2018-19 Budget Plan (i) (a)

Nanette went over budget and explained that Mrs. Laursen wanted to see previous year's budget plans to get a better understanding. She explained that Alpana Gupta and Thomas Gray, PUSD Director of Business, helped go over previous years and explained what the differences were. Alpana explained that she keeps budget up to date and when she receives new grants she shares the changes and info with the fiscal people. Board asked if Alpana can send the Excel spreadsheet she keeps. A motion to approve the 2018-19 budget was made by Megan Rouse and seconded by Chris Wenzel. Those present unanimously approved the motion.

B. 2018-19 Annual Service Plan

Nanette explained what the annual service plan is and reviewed some of the service codes. Joan asked if we can share the service codes with the board. A motion to approve the Annual Service Plan with amendments that Dublin has and Junction School from Livermore was made by Chris Wenzel and seconded by Megan Rouse. All present unanimously approved the motion.

C. Proposed updates/amendments to Allocation/Local Plan (d) (a)

We started noticing some inconsistencies in the allocation and local plan. Some of the things we would like to change:



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1. Recommend that Low Incidence be changed from first come first serve (haven't agreed on how to change yet). Nanette has been researching and other districts also are first come first serve. One suggestion is by how many students in district with low incidence.

We need equitable understanding. Joan said she likes a combo plan, distribute most of it but leave some money in reserve for students who may come in. Director's will iron it out and bring it back to board in September to vote on it.

2. Extraordinary Cost Pool Claim of \$250,000 for small districts, Mt. House and Sunol. What is considered extraordinary cost needs to be clarified. Provide clear cut-off date.
3. Clarify all AB602 and grant money has been utilized before submitting any ECP claims.

These three things need to be clarified. Directors and Fiscal team will work on wording and talk with the Attorney and School Services and submit September board meeting.

D. 2018-19 SELPA Board Trustees Dates- (d) (a)

No concerns, questions, or conflicts with dates. A motion to approve the 2018-19 Board of Trustees dates was made by Megan Rouse and Seconded by Chis Wenzel. All present unanimously approved the motion.

E. Year in Review (i)

Nanette went over PowerPoint presentation. We had all new Directors, New Assistant Director in SELPA, Account Specialist new. Frank explained what a Facilitated IEP is and what the training was about.

F. SELPA Budgets (d) (a)

SELPA AU- Nanette reviewed the proposed budget. She reviewed staff salaries, plus what it takes to run the office. Difference in last year to this year, we think is the change in Director and previous Director Salary was higher. District office personnel was added to AU and removed from Clinical Services. Hourly office Personnel staff there were no changes. 2% raise that all employees received. Retiree benefits, classified, certificated, two retirees' post medical benefits, was left in budget and should have been taken out. (Was from a few years ago). Everything else remained the same. Food purchased, MAD awards, resource fair. Increased it a little because we added the Resource Faire this year. Other contracted services, huge increase in number of infants that came in to the SELPA, due to these numbers we had to hire a contracted speech therapist.

Clinical Services- Assistant Directory salary, Mental Health Clinicians, 2.5 outpatient. Requesting .5 increase because numbers are rising. 200% growth in assessments, we are looking for new classroom. 1.5 Because of new class. 2% increase in salary, plus step increases for the year. Overall budget increase is a little over 9% increase, with adding 1.5 clinician. Old budget paid Assistant Director partial year, new budget shows full year budget.

Joan talked about budget not being there for dinner for the Board Meetings and asked if they wanted it added. Everyone agreed to leave it off of the budget.

Megan Rouse made a motion to approve the budget and it was seconded by Chris Wenzel all in attendance were in favor.

V. STANDING REPORTS



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A. Tri-Valley Directors Council

Frank- 1948 students. 23 vacancies, down to 6. Same issue have a number of interns. Been working hard on having this new position coming into the district. 15 contracted aides that strictly work with students with behaviors. Not a lot of money to get them certified. All psychologist fully staffed. Number of contracted speech therapist. Continue to work hard to work with parents and build relationships. Trainings have been successful and exciting.

Doris- 1400 students, 18 pending. Speech 3 vacancies, 6 teaching positions, 2 behavior specialist. ESY started smoothly. There was a meet and greet before summer school and there was positive feedback. It was reported that the parents really liked the meet and greet. It made a good transition into ESY. New SDC. Training for sub paras. Certificated IEP training on compliance. Positive feedback for IEP Facilitated training so we are going to have a follow up for site administrators. Training on Dyslexia was very positive.

Jennifer- 846 students eligible for special ed, 54 pending (assessments from preschool up); Staffing-lost 14 employees (due to high housing expenses and/or spouse changes, retirement). We have filled half of the positions, still recruiting. Opening two new moderate classrooms, one filled and other vacant. Speech only 2 applicants, one we lost to Livermore and the other never showed up to interview. Having to contract out (8 contracted out). Still working on request for personnel. Working on a new psychologist position. Need to figure out a plan to retain our teachers, can't go through this every year. A .5 Program Specialist was requested, but stopped at cabinet. It was suggested that they look at a coach.

Shellagh- Still in session this week. All programs are alternative so numbers are constantly changing. Students in juvenile hall have decreased. Tremendous amount of training is needed around extreme trauma and behaviors and to shift the Special Ed to prison pipeline. Some of the things we are talking about. Training for public defenders, probation officers and teachers so they are better informed about the IEP process. Facilitated IEP training was well received by a few of our staff members. Nanette visited community schools. Next week Nanette and Correna will visit juvenile hall. Everything running smoothly were able to staff everyone (summer school). CDE will be doing another IEP record pull in the fall.

B. Community Advisory Committee

Not present- Change in how quorum is written

C. Assistant Director for Clinical Services

Staff Development day to roll out new level system for counseling enriched program. Weekly meetings for teacher, therapist, instructional aides, school psychologist to discuss supports and strategies for supporting students and address any questions with level systems. Train all aides as registered behavior technician. Work with educational services to Collaboration with Diagnostic Center to provide workshops on mental health supports in the classroom. Curriculum based mental health instruction for all counseling enriched classroom group therapy and check in. SELPA Director and Assistant Director to meet quarterly with all K-12 district counseling enriched classroom administrators.

D. SELPA Senior Director

Working on SELPA procedural manual. Providing more training for private schools. More trainings and collaboration with ACOE, Sunol Glen and Mountain House. Desired results Developmental Profile (DRDP) legal training. Preschool students looking at their progress-legal component. Quarterly newsletters for the Board.



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Chris thought ideas were all great. Joan agreed with Chris and asked for more measurable stuff. Yvonne stated she was interested in level systems. Yvonne, Green language, you can change their behavior with level system but way adult talks to a child, they use green language. It's something that parents and teachers can learn. If you talk to them this way it doesn't cause a response. Yvonne also wanted to know how the SELPA can support districts that are involved with violence. Has there been any talks or trainings. Correna explained that they meet with districts once a month and that is one of the topics of discussion. Megan suggested one thing that would be helpful is what is the plan and what you need from them. She thought everything sounded great.

VI. BOARD DISCUSSION / REQUESTS

A. Board Discussion

B. Possible future agenda items

VII. ADJOURNMENT

Meeting was adjourned at 8:05 pm.