



TRI-VALLEY SPECIAL EDUCATION LOCAL PLAN AREA

BOARD OF TRUSTEES

June 15, 2020 MEETING MINUTES

- IN ATTENDANCE:**
- Board Members:** Dan Nelson (Mountain House); Joan Laursen (Pleasanton); Megan Rouse (Dublin); Denise Kent-Romo (Sunol); Yvonne Cerrato (ACOE); Chris Wenzel (Livermore)
- Staff/CAC:** Nanette Gray (SELPA); Correna Kelley (SELPA); Rebecca Williams (SELPA); Shubala Mani (SELPA); David Bona (CAC); Frank Selvaggio (Livermore); Jennifer Chiarelli (Dublin); Mary Jude Doerpinghaus (Pleasanton); Sheilagh Andujar (ACOE); Molleen Barnes (Sunol Glen)
- GUESTS:** Ed Diolazo, Assist. Supt. (Pleasanton); Dr. Matthew Campbell, Assist. Supt. (Dublin); Mike Biondi, Assist. Supt. (Livermore); Monica Vaughn Assist. Supt. (ACOE)

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE: 6:02PM

Joan Laursen called the meeting to order.

II. APPROVAL OF AGENDA

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

III. APPROVAL OF MEETING MINUTES: 03/09/2020

A motion was made by Megan Rouse to approve the minutes of the Board Meeting held on 03/09/2020; seconded by Chris Wenzel. Those present unanimously approved the motion.

IV. REQUESTS TO ADDRESS THE BOARD

No public requests were made.

V. ITEMS FOR REPORT, DISCUSSION AND POSSIBLE ACTION

a. Approve the Local Plan: Sections A, C and D (report, discussion, action)

i. 2020-21 Annual Budget Plan

The 2020-21 Annual Budget Plan tells constituents how much each district is planning to spend for the upcoming year. We know that districts tend to spend more than is listed on the plan. Joan Laursen questioned, are these numbers taking into account the Governors May revise? Shubala Mani states the numbers are based on current grants from the state to the LEAs. Based on those numbers, we project for 20-2021, all proposed numbers. Most numbers remain the same from January budget to May revise. Nanette Gray, stated the projected numbers are based on past grant based awards.



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Frank Selvaggio asks when do districts get 19/20 funds? Nanette states late June/July 2020. Megan Rouse made a motion to approve, and Chris Wenzel seconded the motion, those present approved unanimously.

ii. 2020-21 Annual Service Plan

The Annual Service Plan indicates services SELPA and each LEA plan to render for each school and private schools. Each code represents a service for every school within the member districts are represented. All service codes have explanations attached to Annual Service Plan. Megan Rouse made a motion to approve, and Chris Wenzel seconded the motion, those present approved unanimously.

b. Review and Revise Delegation of SELPA Contracts (report, discussion, possible action)

The SELPA Governance Board only meets four times a year, and receive new contracts throughout the year. Physical Therapy or Occupational Therapy services cannot be delayed; Nanette Gray's recommendation is to allow Assistant Superintendent of Student Services, Ed Diolazo, to be the designee to sign off on SELPA contracts. The dollar amount is within the approved budget. Anything that needs to go beyond the approved budget needs to be approved by Governance Council. Joan asked for this to be on agenda, she does not feel it is appropriate to work around services for contracts to serve students. The report to Governance Council would be what contracts the AU has already entered into. Chris Wenzel asked, if nothing has changed about vetting of contracts? Nanette- nothing has changed there. Because the Governance Council has not made the delegation, contracts had been entered into without authority. Chris Wenzel asked, can it still be changed after the fact? Frank Selvaggio asks, what will process be before it gets to Ed? Nanette, most contract amounts are embedded in budget, if it needs to go over, it will need to go back to Governance Council. When the contract comes to Ed Diolazo, it has already been vetted by PUSD, Ed Diolazo will ensure it is within the Board approved budget. Megan Rouse made a motion to approve, and Dan Nelson seconded the motion, those present approved unanimously.

c. Review and Revise Independent Education Evaluation Policy Cost Containment (report, discussion, possible action)

The policy was revised and amended by the Governance Council in September, 2018. The portion listed as "hourly price" based on recommendations from Directors and legal counsel; we have an actual cost containment. What SELPA has done is vetted all contractors and are recommending to change from Hourly to Maximum allowable rate. Each LEA also gave information on whom they have used and dollar amounts as well. Frank Selvaggio asks- when a parent disagrees, what options do we have? Nanette- try to negotiate, mediation, if they are



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going outside of our rates that we have already vetted, parents will have to prove the reason why. Mary Jude Doerpinghaus- Parents who want a service at a cost above amount in containment, will have to defend the amount. The SELPA office did research on what is considered a reasonable amount, allowing us to defend cost. Parents have to prove why there is an exception for this rule, and now there is something that is concrete on cost. Megan- is the hourly rate going to lump sum, is this per student, per occurrence? Nanette- these amounts are per student and per request. Joan- what about services that didn't receive enough of a response, if we don't have a maximum allowable rate, what do we do in that case? Nanette- these are not typical requests, SELPA reached out to providers within these areas that aren't represented. Joan Laursen stated it's been almost two years since we've adjusted rates, how often would we need to re-asses the costs. Nanette- we may need to go back as time goes on and requests are received with rates raised. Chris Wenzel is this an average of last two years? Nanette- we used the amounts given from assessors to create a mean amount. Matt- thankful to have a standard for amounts, maybe we put on agenda for this time next year to see where to go from there, if we need to reassess maximum allowable rate. Megan Rouse made a motion to approve, and Chris Wenzel seconded the motion, those present approved unanimously.

d. Clinical Services Carryover Funds (report, discussion, possible action)

In November 2019, we discussed the carryover of \$100,000, however we only used over \$20,000 of the carryover, due to COVID 19. Clinical Services moved money from categories such as books, instructional supplies and moved to Contracted Services amounts went from \$35,000- \$47,000. Correna Kelley stated that Smith Elementary turned the program around, and there was a lot of success this school year. The extra behavior support has been so helpful; however, SELPA needs their own behaviorists. This is a way to bring some of that behavior support for Clinical Services. Outside agencies tend to give more flexibility for staff. Correna met with JUVO last week, on a proposal for Pleasanton MS and Kolb, they will provide training before school and as school year continues, as well as in the moment feedback. The ask from the carryover is being revised. The remainder of funds will be distributed to the member districts. Clinical Services would like to keep \$25,000 of the \$100,000. Megan Rouse made a motion to approve, Chris Wenzel seconded the motion but only to approve \$25,000, not \$50,000 carryover, those present approved unanimously.

e. Update on Budgets (report, discussion)

i. Clinical Services Budget

Not much change in budget for 2019-20, but a change in burdens, there is a deficit but we did not prepare for this increase in the beginning of the year due to Management Personnel



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increase amounts. Non-allowable funds have been moved to Administrative Unit budget. Because of negotiated 2.75% increase for staff. Combined expenses show Clinical Services and Administrative Unit, since COVID-19 totals are different than anticipated

ii. AU Budget

The updated spreadsheet is meant to give a very clear picture of how the budget has been updated as the fiscal year goes on. The request to move speech therapist to Contracted Services and with the merge of Clinical Services, and AU. Salaries expenses include 2.75% increase. Negative balance, since we did not account for the increase of personnel funds. Combined expenses show Clinical Services and AU expenditures. Because of COVID-19 the totals spent are different (less) than anticipated. We can always move expenses from one item to the next. We used it for Resource Fair and MAD Awards, although MAD awards were cancelled. Mileage was recorded through March, all conferences for March-June cancelled, when all expenses are tallied SELPA will still be in within our approved budget.

f. Propose Budget for 2020-21 (report, discussion)

i. Clinical Services Proposed Budget

Proposing for 10 FTE, want to hire a .5 FTE for PMS, there is a slight increase in salaries due to 2.75% increase and .5 increase. Certificated burdens had a higher allocated amount so that has come down drastically. Budgeted for \$256,000 but there is only \$225,000 charged for classified burdens, so we used that as a basis to project 20-21. Correna- when we changed 6512 could not have classified... is that the increase, the remainder from the adjustments made? FTE- Correna- Pleasanton is opening additional classroom due to enrollment numbers. The increase is .5 because Smith was 1.5 FTE, now that KOLB is taking on Elementary and maxes at 13, shifting 1.0 FTE to go to Kolb Part of needing approval from Board for additional numbers.

ii. AU Proposed Budget

Shubala Mani speaks to the AU Budget, stating there are salary expenses, everyone gets a step up, corresponding increase in burdens, corresponding increase, that also includes 2.75% increase for Nanette. AU proposed budget remains the same. Made some changes to contracted services due to combining the AU and Clinical Services budget. Joan asked about the increase of FTE for the Speech Therapist, Nanette explained that based on early start services, we have to contract for .8 speech therapist services. For the need of services and students served, we will request the board to approve the increase of FTE; this is included in Contracted Services for AU budget. Because it is embedded in Contracted Services, if approved, we will move to hire from within.



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g. Review FTE for SELPA's Early Start Staff (report, discussion, possible action)

i. Deaf/Hard of Hearing Specialist/Program Specialist

Nanette Gray states that in January, the Board approved to increase Early Start DHH Specialist by .1 FTE, a half-day increase. The Early Start program currently has 16 infants and has received 3 more referrals since Shelter in Place orders. We need to increase FTE by .1 (half day) so she will go from 3.5 days to 4 days. The increase was only temporary; Nanette recommends to again, approve the increase in FTE. Megan Rouse made a motion to increase by .1 to .8 FTE on a temporary basis for 2021, Chris Wenzel seconded the motion, those present approved unanimously.

ii. Speech Therapist

The requested increase for the Speech Therapist to .8 FTE would be temporary and up for review at the end of the 2020-21 school year. Megan made a motion to increase, Chris Wenzel seconded the motion, those present approved unanimously.

h. 2020-21 Governance Council Dates (report, discussion)

As presented, consensus noted.

VI. STANDING REPORTS

a. TRI VALLEY DIRECTORS COUNCIL

i. Jennifer Chiarelli gave an update for Dublin USD. Dublin is working to fill CE Kolb classroom. During shelter in place, Jennifer worked with Child Nutritional Director and American Logistical Company (a transportation company) to deliver hot meals to students. Continuing distance learning for ESY, numbers are up for ESY there are more mild/moderate students participating. Dublin will be offering a summer academy, sessions will be offered on different topics.

ii. Frank Selvaggio gave an update for Livermore Valley Joint USD. All positions but two have been filled, gave an offer to fill the Psychologist position and hope to hear back soon. Livermore is relying on Contractors for Speech and Language Pathologists. For next year, Livermore received two requests for compensatory education. Had a parent meeting to hear from families on what they were experiencing. Reached out to ESL families on what is going on as far as being able to support.

iii. Mary Jude Doerpinghaus gave an update for Pleasanton USD. Moment of gratitude for all staff who jumped in to assist with learning. Some went well, some, not as well. Staffing update- do not have all positions filled, attempting to hire earlier for the upcoming year.



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Pleasanton does still have Pleasanton Middle School class vacant. Looking at job descriptions for the positions, as they did not have them and hoping to hire within as opposed to outside. There has been a lot of Professional Development; dyslexia, trauma informed practices, etc. There have been 4800 hour of Professional Development for Para educators; they were able to pick and choose what was of interest for them. Kudos to them for using time to increase their skills. The summer institute cancelled, CE class will be opening with eight students, can fill quickly due to COVID-19 with increased struggles.

b. COMMUNITY ADVISORY COMMITTEE

David Bona, Co-Chair for the CAC was present to give a report. Things are a little in flux, Make A Difference Awards were not able to be held this year, and there were, no in person CAC meetings. Hopeful things can resume next year. The Resource Fair will undergo a reorganization, presuming by February, we can have a public meeting.

c. ASSISTANT DIRECTOR FOR CLINICAL SERVICES

Correna Kelley gave an update for Clinical Services, There was an increase in Professional Development some of which were opened up to parents. In the past there have been two clinicians that always want to do parent workshops and trainings. This year, three clinicians have stepped up with interest. One goal is to support teachers and staff, Shelter in Place has impacted Mental Health negatively. Kids who need support are not always Special Education students. There were some positive things for being in SIP, the amount of collaboration was amazing. All three districts stepped up for supporting students during SIP. Going forward, how do we continue collaboration? Right now there are weekly CE meetings, typically monthly while not in SIP. Staff is talking with parents daily during SIP about how to support families in the community. All families will be getting a call for students who receive MH services, to remind about resources in community. The are new Counseling Enriched programs; Elementary program moving to Kolb (DUSD) from Smith(LVJUSD). Pleasanton Middle School will be a new

d. SELPA SENIOR DIRECTOR

Nanette Gray gave an update for SELPA, - Would like to highlight Professional Development with Jan Tomsy from Fagen, Friedman and Fulfroost. Directors spoke up about what they need for IEE contracting issues; we have received good feedback from others about the presentation. This will give more information for Special Education directors to have cost savings for the IEE policies. There are three districts in Significantly Disproportionate review; compiled of Special Education staff and General Ed staff as well. Fifteen percent of IDEA funds were given back; almost 1 million dollars were given back across the three big districts taken from Special Education. It is an eye opening way of having specialists look at the culture of the district and how we teach kids. ACOE and Sunol Glen almost done with PIR review, good hard work this year, amazing people doing amazing work. Base rate increases, freeze AB602 funds, proposing to increase low incidence funds.



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VII. BOARD DISCUSSION / REQUESTS

- a. None
- b. Future Agenda Items - None

VIII. ADJOURNMENT

Meeting adjourned at 7:28 pm