October 16, 2019
(APPROVED MINUTES)

PRESENT: MCGREW, DAVIS JOINT UNIFIED SCHOOL DISTRICT
MACIAS, ESPARTO UNIFIED SCHOOL DISTRICT
MASSEY-CLOVER, WASHINGTON UNIFIED SCHOOL DISTRICT
AYÓN, WINTERS JOINT UNIFIED SCHOOL DISTRICT
BURRONE, YOLO COUNTY OFFICE OF EDUCATION (YCOE)
ENGELKEN, YOLO COUNTY SELPA

ABSENT: FOSTER, WOODLAND JOINT UNIFIED SCHOOL DISTRICT

STAFF: None
VISITORS: None

I. PAC MEETING CALL TO ORDER

Ms. Engelken officially called the meeting to order at 12:37 p.m.

II. CONSENT

Approval of October 16, 2019 Agenda
Approval of September 18, 2019 Minutes

A motion was made by Mr. McGrew to approve the consent items. Ms. Massey-Clover seconded the motion.
DISCUSSION: None.

AYES: McGrew, Macias, Massey-Clover, Ayón, and Burrone.
NOES: None.
ABSENT: Foster.

Motion carried unanimously.

III. RECOGNITION OF VISITORS/STAFF

No visitors or staff were present.

IV. FISCAL/BUSINESS ISSUES

4.1 Consider Low Incidence Requests

Members reviewed the low incidence requests.
A motion was made by Mr. McGrew to approve the low incidence requests.

Ms. Massey-Clover seconded the motion.

DISCUSSION: None.

AYES: McGrew, Macias, Massey-Clover, Ayón, and Burrone.
NOES: None.
ABSENT: Foster.

Motion carried unanimously.

V. PROGRAM MONITORING & DEVELOPMENT

5.1 Review Projections for Yolo SELPA Programs; WJUSD, YCOE

Ms. Burrone distributed class lists to show current student numbers in the YCOE regional programs. For programs that are reaching the high end of suggested caseloads, Ms. Burrone will meet with district directors and SELPA to discuss options.

Ms. Burrone reported that YCOE and Woodland have entered into an agreement for a Woodland JUSD DHH teacher to provide consultation to the YCOE students at Plainfield.

5.2 Discuss WJUSD Class Loads and New Classroom Setting

Ms. Engelken distributed enrollment information, provided by Ms. Foster, for the regional programs operated by Woodland JUSD. Directors reviewed the information and, once they’ve had a chance to review it fully, will let Ms. Engelken know if it accurately reflects district’s use of the regional class settings.

Several Woodland regional classes have high enrollment numbers and the district is looking at ways to reduce the class sizes or provide additional support. Ms. Engelken reported that Woodland is opening an additional preschool class to alleviate the need at that grade level.

5.3 Discuss WJUSD Leaps and Bounds Preschool Setting

Ms. Engelken explained that the Leaps and Bounds preschool setting structure has changed. It was an integrated program with typically developing peers as models in a class with special education preschool students. The Woodland JUSD school board has recently interacted with public input and district planning to address the needs of students currently enrolled. Ms. Foster will be share more information as plans to address IEP and student needs unfold.

The superintendents are aware of the situation and updates will be provided to them through the superintendent’s office and the SELPA.
5.4 Discuss Potential Preschool Setting in Winters JUSD

Ms. Ayon said Winters JUSD has space if another location is needed for a regional preschool class.

Directors discussed possible options, i.e. regional preschool funded through SELPA, a Winters preschool where MOUs could be opened with other districts as needed, etc.

5.5 Discuss Provider Report Format

Members reviewed examples of different Regional Provider Reports. They preferred the shorter version, included in the meeting packet, and would like that presented once a month, by YCOE and Woodland JUSD, as part of the meeting packet. They suggested the more detailed version (with student names) be presented on a quarterly basis outside of the meeting packet.

5.6 Discuss Consideration of Transfer Process

Ms. Burrone asked for input from the district directors on the Consideration for Transfer Process. Difficulty with the communication piece was the most common hurdle (i.e. who gets what, what is the hierarchy for submission, should e-mails be sent, etc.) Ms. Burrone asked directors to reach out to her about the communication piece so she can address with key staff.

The question about when to visit the regional programs came up and all agreed the program visits should not take place before the offer of FAPE.

Ms. Burrone asked members to include her in the original Consideration for Transfer e-mails so she has a head’s up and can follow up and communicate with staff.

5.7 Discuss Questions Regarding SCIA Pilot

Ms. Engelken said the question has been raised, “If you have a child in your district of responsibility but he/she is being served by another LEA, who should complete the SCIA?”

Ms. Engelken said it can be a joint effort but, the district of service should fill it out because a SCIA is a service consideration. The district staff providing regular, daily services to the student are in the best position to observe, take data and analyze the needs. She recommended that all parties continue to communicate with each other during this process.

Ms. Burrone added, if after reviewing records and considering behavior, it seems a SCIA will be considered, it’s always good practice to reach out to the other district and the IEP team to weigh all options.
VI. SELPA POLICIES / PROCEDURES / COMPLIANCE

6.1 Discuss PIR Plan Refinements; SELPA Mid-Year Support

Ms. Engelken said the latest PIR revisions are close to being submitted to CDE. She reviewed PIR information contained in the meeting packet.

6.2 Discuss Disproportionality Self Review

Ms. Engelken distributed to the directors a list of their students that CDE has access to in SEIS for the 2017-18 desk review. CDE will review those records and directors may be asked to correct some things following the CDE desk review.

Ms. Engelken received an email from CDE for the 2018-2019 Disproportionality Review that said no LEAs in Yolo County are significantly disproportionate. She will follow up with CDE to gain data to support this email.

6.3 Update Local Plan Rewrite Workgroup

A schedule of the Yolo County SELPA Local Plan Work Group Meetings and Approval Process was provided.

Ms. Engelken said the Local Plan Work Group has met twice to review the CDE requirements and the Yolo County SELPA Local Plan. After that committee has completed its review of the documents they will come before the advisory groups and the Superintendents’ Council. Once approved, the Local Plan will go on to the six Yolo County school boards for final approval.

6.4 Review CAC Board Appointments

The current CAC membership roster was included in the meeting packet. Javier Macias is currently applying to be the educator representative on CAC for the Esparto district.

VII. PROFESSIONAL DEVELOPMENT

7.1 Discuss Post Secondary Transition Assessments; PD Session

One district has requested training on the post-secondary transition assessments. Ms. Engelken asked members if their districts would also be interested. Members indicated there is a need and they would be interested in this type of training for their staffs.

7.2 Discuss Upcoming PD Workshops

Ms. Engelken also mentioned the 11/15/19 Educating English Learners with Disabilities: CDE Guidebook for Educators workshop, 12:30 – 3:30 p.m.

7.3 State SELPA Program Report

Ms. Engelken reviewed the CDC presentation with regards to national data on developmental disabilities and increases in some areas. Directors commented on the data.

VIII. ROUND TABLE DISCUSSION

8.1 Hot Topics

Ms. Engelken relayed information from the recent SEIS/CALPADS Conference in Monterey.

Ms. Massey-Clover discussed an event being held 12/19/19, 3:45 p.m. in the Washington school district. Alta Regional Center, Department of Rehabilitation, and Sacramento City College will be there to discuss their services. Ms. Massey-Clover will send an invitation to the directors.

IX. ADJOURNMENT

Meeting was adjourned at 2:00 p.m.

RECONVENE REGULAR SESSION

X. PAC/CBO JOINT ADVISORY COMMITTEE MEETING CALL TO ORDER

Meeting was called to order at 2:32 p.m.

Present: Patrick McGrew, Bruce Colby, Javier Macias, Leah Miller, Sue Massy-Clover, Sandra Ayón, Veronica Moreno, Maria Jett, Jessica Burrone, and Elizabeth Engelken.


XI. CONSENT

Approval of October 16, 2019
Approval of September 18, 2019, Minutes
Approval of August 21, 2019 Minutes

There was no quorum present, no vote was taken on these items.

XII. RECOGNITION OF VISITORS/STAFF

Veronica Moreno, Director External Business Services, YCOE
Maria Jett, Budget Analyst, Internal Business Services, YCOE
XIII. PROGRAM MONITORING & DEVELOPMENT

13.1 Discuss 2019-2020 Mental Health Budget Estimate

Ms. Engelken reviewed the Mental Health reimbursement and the 2019-2020 budget estimate information contained in the meeting packet.

XIV. SELPA POLICIES/PROCEDURES/COMPLIANCE

14.1 YCOE Special Education CDS Code

YCOE plans to apply for a second CDS code for their programs operated on behalf of the SELPA member LEAs. This request is coming forward because of the special education reporting of accountability and the CDE Dashboard reports. The existing CDS code will be used for those programs which provide a functional life skills curriculum and alternative high school completion. The new CDS code will be used for those programs serving students working on core academic goals and high school graduation.

14.2 Discuss Mental Health Funds Allocation Plan Policy Revision

Members reviewed the current Mental Health Funds Allocation Plan policy and the proposed revision to address the first time residential cost pool dollars and what to do when those funds are not used.

14.3 Discuss CALPADS Reporting and Timelines

Ms. Engelken invited members to attend a SEIS/CALPADS meeting taking place at YCOE on October 22nd, 3:00 p.m. The meeting is to bring people together to discuss the uploading of special education data and to help answer any questions regarding that data transmission. In December SELPA will certify the data reported by the LEAS and will then report it to CDE.

XV. INPUT ON FUTURE AGENDA ITEMS

15.1 State SELPA Fiscal and Legislative Report

Ms. Engelken discussed recent legislation that has passed and been signed by the governor and will take effect January 1, 2020:

- Teacher Credentialing
- Assistive Technology
- Non-Public Schools: Monitoring
- School Start Time
- Medicinal Cannabis: School sites

With regards to finance:

- Federal funding continues to be flat.
- The House has proposed $1 billion increase for Title 1 and Special Ed.
- Equalization of preschool dollars – treat as one-time money.
• 2020 budget will focus on making changes to improve the academic outcomes of individuals with exceptional needs.

15.2 Group Input

No input was received.

XVI. ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

DATE, TIME, AND PLACE OF NEXT MEETING(S):
Wednesday, November 20, 2019
12:30 PM – 2:15 PM Program Administrators Committee (PAC) Meeting
2:30 PM – 3:30 PM PAC/CBO Jt. Advisory Committee Meeting
YCOE Conference Center, Suite 120, 1280 Santa Anita Ct., Woodland, CA

Respectfully submitted by Vinceena Irgens, SELPA Administrative Assistant