April 17, 2019  
(APPROVED MINUTES)

PRESENT: MCGREW, DAVIS JOINT UNIFIED SCHOOL DISTRICT  
MICHAEL, ESPARTO UNIFIED SCHOOL DISTRICT  
LINARES, WOODLAND JOINT UNIFIED SCHOOL DISTRICT  
HOLSTEGE, YOLO COUNTY OFFICE OF EDUCATION (YCOE)  
BENO, YOLO COUNTY SELPA

ABSENT: MASSEY-CLOVER, WASHINGTON UNIFIED SCHOOL DISTRICT  
AYÓN, WINTERS JOINT UNIFIED SCHOOL DISTRICT

STAFF: Lisa Young, Program Specialist, Yolo SELPA

VISITORS: None

I. PAC MEETING CALL TO ORDER

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

II. CONSENT

Approval of April 17, 2019 Agenda  
Approval of March 20, 2019 Minutes

A motion was made by Ms. Holstege to approve the consent items.  
Ms. Michael seconded the motion.

AYES: McGrew, Michael, Linares and Holstege.  
NOES: None.  
ABSENT: Massey-Clover and Ayón.

DISCUSSION: None.

Motion carried.

III. RECOGNITION OF VISITORS/STAFF

Visitors and staff were welcomed.

IV. FISCAL/BUSINESS ISSUES

4.1 Consider Low Incidence Requests

Members reviewed the low incidence requests.

Mr. Linares made a motion to approve the low incidence requests.
Mr. McGrew seconded the motion.

AYES: McGrew, Michael, Linares and Holstege.
NOES: None.
ABSENT: Massey-Clover and Ayón.

DISCUSSION: None.

Motion carried.

V. PROGRAM MONITORING & DEVELOPMENT

5.1 Update on Local Solutions to the Teacher Shortage Grant

A satellite DHOH credential program, to be offered through Cal State, Northridge, continues to be discussed. Cal State Northridge observed a class at the Yolo-Solano Teacher Credentialing Center last week. The final grant award of approximately $615,250 was announced.

Ms. Beno will continue to provide updates.

5.2 Discuss Teacher Residency Grant

Ms. Beno shared that Davis Joint Unified was awarded a Teacher Residency Grant on behalf of Yolo County districts in the amount of $700,000. A team will be attending the Teacher Residency Grant program training on April 30.

Ms. Beno will continue to provide updates.

5.3 Review Projections for Yolo SELPA Programs

Ms. Holstege distributed YCOE’s current program numbers. Mr. Linares will send Woodland’s projections to the directors via e-mail.

5.4 Discuss Horizon Program High School Numbers and Projections

Ms. Holstege discussed the current number of students in the Horizon classes. She asked if the group would like to consider opening a third Horizon class for high school students.

Directors agreed that the program is used a lot and it would be great to have another class. The difficulty would be to find an additional location.

They decided to move this discussion to the PAC/CBO Advisory Committee for a vote.
5.5 **Discuss YCOE’s Secondary SDC-Autism Program Location**

Mr. Linares and Ms. Holstege have determined there is space for YCOE’s Secondary SDC-Autism Program at Pioneer High School in Woodland. This item will be moved to the PAC/CBO Advisory Committee for consideration.

5.6 **Discuss Alternative Dispute Resolution Grant Budget**

Ms. Beno distributed the Alternative Dispute Resolution budget. Program Administrators were reminded that they have until September 30, 2019 to spend these grant dollars.

5.7 **Discuss 2018-19 WarmLine Transition Fair**

This year, the Yolo SELPA will again partner with the WarmLine Family Resource Center to offer a Transition Fair on May 23rd, 2019 from 6:00 – 8:30 PM at Davis High School.

5.8 **Review Assistive Technology & Low Incidence Handbook**

This Assistive Technology & Low Incidence Handbook was prepared as a reference guide on how to document and process assistive technology and low incidence requests for equipment ordered by the SELPA. This is an internal working document that can be shared with staff.

VI. **SELPA POLICIES / PROCEDURES / COMPLIANCE**

6.1 **Update on Pilot for the Special Circumstances Instructional Aide (SCIA) Policy**

Ms. Young said the SCIA policy and forms have been revised and are being piloted by Washington USD and YCOE. In August or September there will be recommendations brought back to this group for consideration.

6.2 **Discuss Performance Indicator Review (PIR) Plan Work**

Ms. Beno presented new graphics from CDE. PIR is part of the quality process and CDE is shifting from compliance to focusing on performance. The PIR notifications are coming out soon. The indicators are more performance-based.

Ms. Beno will provide the PIR Plan templates to the directors. She reminded members that the plans are due July 30, 2019.

6.3 **Updates from State SELPA**

Changes have been made to the monitoring timelines of all review activities for DINC, disproportionality, etc. The disproportionality notifications will come out soon.
Ms. Beno discussed the question of “who is accountable for students with disabilities?” She said there are different levels of accountability and it depends on many factors. Currently, the academic accountability for students goes back to the districts. Next year, the district of residence will be accountable for all indicators. CDE wants to hold the district of residence accountable for students’ progress.

Ms. Beno discussed the College/Career Indicator and said it will now expand to include, for special education students, Workability 1 for college and career readiness. Workability 1 will be added to the IEP forms for this category.

VII. PROFESSIONAL DEVELOPMENT

7.1 Review & Select Northern California Diagnostic Center Offerings

Directors submitted their staffs’ requests for the Northern California Diagnostic Center trainings.

Ms. Young will compile the requests and send out a summation to the directors. She will submit the requests to the Diagnostic Center and will notify directors when the final selections are granted to our SELPA.

7.2 Universal Design for Learning Modeling Brainstorming Activity

Ms. Young conducted an activity on UDL related to planning staff professional development. She distributed information on how to utilize this activity to give people more choice and voice.

VIII. ROUND TABLE DISCUSSION

8.1 Hot Topics

No hot topics were addressed.

IX. ADJOURNMENT

Meeting was adjourned at 2:08 p.m.

RECONVENE REGULAR SESSION

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

Meeting was called to order at 2:31 p.m.


Absent: Winters PAC member, Washington PAC member and CBO.
XI. CONSENT

Approval of April 17, 2019 Agenda
Approval of March 20, 2019 Minutes

Mr. Colby made a motion to approve the consent items.
Mr. Linares seconded the motion.


NOES: None.

ABSENT: Winters PAC member, Washington PAC member and CBO.

DISCUSSION: None.

Motion carried.

XII. RECOGNITION OF VISITORS/STAFF

Attendees were welcomed.

XIII. PROGRAM MONITORING & DEVELOPMENT

13.1 Review Service Fee History for YCOE Programs

Ms. Holstege reviewed the YCOE Fee-for-Service Program costs. Members were given time to review program numbers and costs and to ask questions.

13.2 Review Special Education Annual Performance Reports

Ms. Beno reviewed the Annual Performance Reports. Members were given time to review their reports and ask questions. The PIR corrective plans are due July 30, 2019.

13.3 Consider Moving YCOE’s Secondary SDC-Autism Program Location to Pioneer High School

The proposal is to move the young adult autism class, currently located on the Greengate School campus, to Pioneer High School. This would offer opportunity for the students to interact with other students and would help with the LRE indicator. The elementary class has already moved to the Plainfield Elementary School campus.

Mr. Linares made a motion to move this forward to the Superintendents’ Council and recommend approval of moving the YCOE’s Secondary SDC-Autism Program to Pioneer High School.

Ms. Michael seconded the motion.
Discussion: None.


Noes: None.

Absent: Winters PAC member, Washington PAC member and CBO.

Motion carried.

13.4 Consider Adding a 3rd Horizon Class for High School Students at Davis High School

Ms. Holstege said there are currently up to 16 students in the Horizon Class for high school in Davis. Looking to next year, she brought this forward to ask for recommendations, i.e. begin the year accepting fewer referrals or add another class at Davis Senior High School.

Ms. Holstege distributed information on the projected costs for an additional class.

Mr. McGrew has looked into facilities at Davis Senior High School and reported there is no space to host an additional Horizon class on that high school campus.

Members would like to add an additional class on a high school campus but did not want to move it forward without having an available location.

Mr. McGrew made a motion to approve an additional Horizon high school class, contingent on finding an appropriate facility before moving the recommendation forward to the Superintendents’ Council on May 6, 2019.

Ms. Spiva seconded the motion.

Discussion: None.


Noes: None.

Absent: Winters PAC member, Washington PAC member and CBO.

Motion carried.

XIV. SELPA POLICIES/PROCEDURES/COMPLIANCE

14.1 Review Yolo SELPA’s 2019-20 Annual Service Plan

Ms. Beno distributed the 2019-2020 proposed Annual Service Plan and
discussed the contents. Members reviewed the document.

Mr. Colby made a motion to approve the SELPA 2019-2020 Annual Service Plan, with CASEMIS Definitions.

Mr. Linares seconded the motion.

Discussion: None.


Noes: None.

Absent: Winters PAC member, Washington PAC member and CBO.

Motion carried.

14.2 Review Yolo SELPA’s 2019-20 Annual Budget Plan

Ms. Beno reviewed the Annual Budget Plan. She explained that the information came from the SACS 2nd interim submitted by the districts.

Members reviewed the information.

Mr. McGrew made a motion to approve the Yolo SELPA 2019-2020 Annual Budget Plan.

Mr. Linares seconded the motion.

Discussion: None.


Noes: None.

Absent: Winters PAC member, Washington PAC member and CBO.

Motion carried.

XV. INPUT ON FUTURE AGENDA ITEMS

15.1 Group Input

No input was received.

XVI. ADJOURNMENT

The meeting was adjourned at 3:05 p.m.
DATE, TIME, AND PLACE OF NEXT MEETING(S):
Wednesday, May 15, 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