

## EXECUTIVE COUNCIL MEETING MINUTES

### SELPA III

May 14, 2020

Zoom Video/Phone Conference

#### MEMBERS PRESENT:

<u>  </u> <b>Cambrian</b>	Carrie Andrews	<u>  </u> <b>Luther B.</b>	Edith Mourtos ( <i>interim</i> )
<u>  </u> <b>Campbell Elem</b>	Shelly Viramontez	<u>  </u> <b>Moreland</b>	Mary Kay Going
<u>  </u> <b>Campbell High</b>	Robert Bravo	<u>  </u> <b>Saratoga</b>	Kenneth Geisick
<u>  </u> <b>Lakeside</b>	Sean Joyce	<u>  </u> <b>Union</b>	Kate Adams for Denise Coleman
<u>  </u> <b>Loma Prieta</b>	Lisa Fraser	<u>  </u> <b>SCCOE</b>	Mary Ann Dewan
<u>  </u> <b>Los Gatos</b>	Misty Hartung for Paul Johnson	<u>  </u> <b>SELPA AU</b>	Leo Mapagu
<u>  </u> <b>LGSUHSD</b>	Michael Grove		

**OTHERS PRESENT:** Debbie Textor (Saratoga), Chiara Perry (Campbell Elem), Maggie Spehar (Cambrian), Karen Santiago (SELPA), Marjorie Paeste (SELPA)

**TIME CONVENED:** 11:02 a.m.      **TIME ADJOURNED:** 11:26 a.m.      **RECORDER:** Marjorie Paeste

#### I. PUBLIC SESSION

##### A. Roll Call and Welcome of Guests

The meeting was called to order at 11:02 a.m. Roll was taken by SELPA Director, Leo Mapagu. There were no guests present at the meeting.

##### B. Hearing of persons wishing to address the Council

There was no one wishing to address the Council.

#### II. CONSENT ITEMS

##### A. Setting the Agenda

Dr. Michael Grove moved to approve the agenda as presented. Dr. Mary Kay Going seconded and the motion carried, 9-0.

##### B. Approval of minutes

Dr. Michael Grove moved to approve the minutes from the February 27, 2020 meeting as written. Dr. Mary Kay Going seconded and the motion carried, 9-0.

#### III. ACTION ITEMS

##### A. Changes to the SELPA Inter-district Transfer Procedure and Low Incidence Purchasing Policy

The SELPA Inter-district Transfer Procedure was reviewed by legal counsel and some changes were recommended to further clarify responsibilities between the District of Residence and District of Attendance. The Low Incidence (LI) Purchasing Policy was also revised by legal counsel in order to take into consideration new law that pertains to low incidence equipment that is also assistive technology. A question was raised as to whether the new LEA can reimburse the original LEA for the equipment. If it was purchased using LI funds, then the new LEA cannot purchase the equipment from the original LEA. If another type of funding was used, then it may be possible to reimburse the new LEA. Dr. Michael Grove moved to approve said changes and Dr. Mary Kay Going seconded. The motion carried, 9-0.

## EXECUTIVE COUNCIL MEETING MINUTES

### SELPA III

May 14, 2020

Zoom Video/Phone Conference

#### **B. Changes to the SELPA III Budget Allocation Plan 2020-21**

1. Update Pupil Count Census Dates used in Fiscal Reports (due to Transition from CASEMIS to CALPADS)
  - a) SELPA Inter-District Transfers
    - Census Date: Average of Dec 1 & April 1 Enrollment
    - Data Source: District of Service (DOS) School Information System (SIS)
  - b) Students Living At LCI - NW SELPA Cost Share
    - Census Date: Average of Dec 1 & April 1 Enrollment
    - Data Source: SIRAS (Active students) Districts will need to ensure students living in LCI are marked accordingly.
  - c) Distribution of Low Incidence Funds
    - Census Date: Prior Year December 1 Low Incidence (LI) Pupil Count (Primary and Secondary Disability)
    - Data Source: SIRAS
  - d) Distribution of Federal Preschool (Resource Code 3315) & Preschool Staff Development (Resource Code 3345)
    - Census Date: Prior Year April 1 Preschool Count (Ages 3-5)
    - Data Source: SIRAS

Dr. Michael Grove moved to approve the changes to the 2020-21 SELPA III Budget Allocation Plan, as listed above. Dr. Mary Ann Dewan seconded, and the motion carried 9-0.

#### **C. Continue \$400 invoice to districts to cover basic costs for SELPA Staff Development, in lieu of individual registration fees (ex: Diagnostic Center trainings), same as in previous years.**

Dr. Mary Kay Going moved to approve the continued \$400 invoice for SELPA Staff Development workshops for districts. Dr. Robert Bravo seconded, and the motion carried, 9-0.

#### **D. Proposed 2020-21 SCCOE Special Ed Block Rates**

Leo Mapagu summarized the cost-saving efforts of SCCOE with regards to the Special Ed Block rates. Dr. Mary Ann Dewan mentioned that SCCOE Special Ed is exploring additional opportunities for more cost reduction that have not yet been factored into the current rates. Enrollment patterns and 1:1 paras are being monitored. There will be an elimination of one program manager, two principals, two school office coordinators, and 19 paraeducators. 41 vacant positions will not be filled, and the budget for materials and supplies will be reduced. Collectively, this effort will result in about \$2.4M additional reduction to the Block. Dr. Kenneth Geisick moved to approve the proposed 2020-21 SCCOE Special Ed Block Rates. Dr. Shelly Viramontez seconded and the motion carried, 9-0.

#### **E. Approval of SELPA III Executive Council Meeting Calendar for 2020-2021**

Dr. Shelly Viramontez moved to approve the 2020-21 SELPA III Executive Council meeting calendar. Dr. Mary Ann Dewan seconded and the motion carried, 9-0.

## EXECUTIVE COUNCIL MEETING MINUTES

### SELPA III

May 14, 2020

Zoom Video/Phone Conference

#### **F. Nomination and Election of SELPA III Executive Council Chair for 2020-2021**

Dr. Mary Kay Going moved to nominate/elect Dr. Shelly Viramontez as the SELPA III Executive Council Chair for 2020-2021. Dr. Mary Ann Dewan seconded and the motion carried, 9-0.

#### **G. Selection of 2020-2021 SELPA III Representative to the SELPA Superintendents' Representative Council**

Dr. Shelly Viramontez moved to nominate/elect Dr. Mary Kay Going as the SELPA III representative to the SELPA Superintendents' Rep Council for 2020-2021. Dr. Carrie Andrews seconded and the motion carried, 9-0.

#### **IV. SELPA EXECUTIVE DIRECTOR UPDATES**

Leo Mapagu shared the following information:

- CDE released new due dates for Local Plan submissions. Section B-Governance & Administration and Section C-Annual Assurances submissions have been moved to June 30, 2021. Section D-Annual Budget Plan and Section E-Annual Service Plan will be submitted to the SELPA Executive Councils for approval in June, and are due to CDE on June 30, 2020.
- NW SELPA will be renewing their contract with Siras Systems. Siras is maintaining their per pupil rate through the next three years. There will be a 2% increase in total contract amount due to the increase in number of students with disabilities in the system. The contract will be brought to the SELPA Superintendents' Rep Council meeting next week for approval.
- A request for proposal (RFP) has been sent out to CDE-certified Non-Public agencies in an effort to create a central entity (SCCOE) for contracting with agencies to reduce duplicated negotiation and contractual efforts and maximize economies of scale to obtain reasonable and competitive rates.
- The SELPA AU Budget (broken down by SELPA contribution) for 2020-2021 will be approved at the SELPA Superintendents' Rep Council meeting next week.

#### **V. ADJOURNMENT**

Dr. Shelly Viramontez moved to adjourn the meeting at 11:26 a.m. Dr. Michael Grove seconded and the motion carried, 9-0.