

**SPECIAL EDUCATION COORDINATING AGENCY**  
**WEDNESDAY NOVEMBER 7, 2018**  
**SANTA CRUZ COUNTY OFFICE OF EDUCATION – BOARD ROOM**  
**10:00AM-12:00PM**

**SECA Norms:**

- Keep Students First
- Share Common Purpose
- Assume Positive Intent
- Be On Time
- Soft on People, Hard on Ideas
- Listen to Understand
- Avoid Repetition

**APPROVED MINUTES**

<b>1.</b>	<b>Call to Order</b> Meeting called to order at 10:06am		
	<b>Roll Call</b>		
	Bonny Doon Elementary School District	Mike Heffner	X
	Delta Charter School	Angela Meeker	X
	Live Oak Elementary School District	Lorie Chamberland	X
	Happy Valley Elementary School District	Michelle McKinny	X
	Mountain Elementary School District	Diane Morgenstern	X
	Pacific Elementary School District	Eric Gross	X
	Pacific Collegiate	Simon Fletcher	X
	San Lorenzo Valley Unified School District	Laurie Bruton	X
	Santa Cruz City School Districts	Kris Munro	X
	Santa Cruz County Office of Education	Michael Watkins	Faris Sabbah X
	Scotts Valley Unified School District	Tanya Krause	X
	Soquel Union Elementary School District	Scott Turnbull	X
<b>2.</b>	<b>Approval of Agenda</b> M/S/McKinny/Gross /All Ayes		
<b>3.</b>	<b>Public Comment for Closed Session Item Only</b> None.		
<b>4.</b>	<b>Closed Session</b> A. Personnel, SELPA Director Pre- Evaluation and timeline (Government Code 54957)  Meeting recessed at 10:07am Meeting reconvened at 10:15am.		
<b>5.</b>	<b>Report out on action taken in Closed Session</b> No report out. No action taken.		
<b>6.</b>	<b>Public Comment for Open Session</b> None. <i>All persons are encouraged to attend and, when appropriate, to participate in meetings of the NSCC SELPA Special Education Coordinating Agency. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the</i>		

	<i>agenda. Persons wishing to address the Board are asked to state their name for the record. The president of the SECA Board will establish a time limit of three (3) minutes, unless otherwise stated by the chairperson, for comments from the public. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session. Expulsion appeal hearings are heard in closed session unless a request for hearing in open session is made by the appellant.</i>		
			<b>PAGE NUMBERS</b>
<b>7.</b>	<b>Approval of September 20, 2018 Minutes</b> M/S/Krause/Sabbahl /All Ayes		4
<b>8.</b>	<b>Reports</b>		
	8A. SEC Several Directors attended ADR conference that was fully funded by a grant. Live Oak, SCCS and Soquel adopting PSW model. John Armstrong presented information on programs provided by COE – Alternative Education COE is looking for two classrooms for their Middle School Autism programs for the 19/20 school year. January 24 <sup>th</sup> next joint meeting with Directors and CBOs.	Sharlene Ames	
	8B. NSCC SELPA/CAC/SEC <b>CAC: Community Advisory Committee:</b> <ul style="list-style-type: none"> <li>● Upcoming PPP parent workshops in conjunction with our CAC meetings: <ul style="list-style-type: none"> <li>○ November 27th, Self-Care Skills at SLV Middle School</li> <li>○ January 22nd, Social Skills at Soquel District Office</li> <li>○ March 26th, Early Learning Skills at Live Oak District Office</li> </ul> </li> <li>● April 23, 2019: Resource Fair/ Art Competition at Museum of Discovery in Capitola</li> <li>● May 18, 2018: Recognition and Award Ceremony</li> <li>● CAC will create a Parent Handbook and Resource Binders for parents</li> </ul> <b>Professional Development (also see PD calendar below):</b> <ul style="list-style-type: none"> <li>● All Special educators who administer the</li> </ul>	Jessica Little	HANDOUT

	<p>DRDP completed on-line certification</p> <ul style="list-style-type: none"> <li>● We have a new member on the C.A.P.T.A.I.N (CA Autism Professional Training and Information Network) Team from the COE</li> <li>● Jessica presented at State SELPA on California Timelines and Cases for Cannabis: What it Means for LEAs</li> </ul> <p><b>Compliance/ Timely Reporting:</b></p> <ul style="list-style-type: none"> <li>● <i>Disporoportionality</i> : Policy/procedure and student-level file reviews took place and we are awaiting notice from CDE</li> <li>● <i>Data Identified Non-Compliance (DINC)</i> : 2 LEAs identified for triennials and annual IEPs</li> <li>● <i>Differentiated Assistance</i> : Districts will be identified when Dashboard is released</li> <li>● <i>December Count</i> due next month; Yvette works with LEAs</li> <li>● <i>APR</i> should be out during the first week in November using 2017-18 data</li> <li>● A separate document will include the descriptions of the indicators with calculation methodology, where the data comes from, etc.</li> <li>● <i>AB 2657, the Weber Law</i>: prohibits behavioral restraint unless it is necessary to control student behavior that poses a clear and present danger of serious physical harm to self and others. No student can be held in a prone restraint if hands are held behind his or her back.</li> </ul> <p><b>State News:</b></p> <ul style="list-style-type: none"> <li>● State revenues were down from the forecast a bit in July (\$178 million), but were way above the forecast in August (\$1.14 billion). The State revenues are off to a strong start for the new fiscal year. Personal income tax, sales and use tax and corporation tax all beat estimates.</li> <li>● California’s unemployment rate remains low at 4.2%. The U.S. unemployment rate is 3.7%.</li> <li>● In September, more than 100 educational researchers released “Getting Down to Facts II” , a combination of studies and briefs regarding the state’s K-12 system over the past 10 years.</li> </ul> <p>○ The Special Education Section was written by Paul Warren and Laura Hill. They were the primary writers on the PPIC report two years</p>		
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ago which discussed Special Education and SELPAs.  
o The researchers found that California would have to fund an additional \$22 billion, (32% above current spending), in order for all students to meet the state’s academic standards. This funding would probably need to come from a massive tax increase through a ballot initiative or legislative bill.

**Federal News:**

- President Trump signed a Continuing Resolution designed to keep the government open until December 7, 2018.
- The President signed PL 115-245 on September 28 th , the Appropriations Bill to fund Defense, Labor, Health and Human Services and Education. There might be a very small increase to Part B of about \$86.5 million. California would get about \$8.6 million – which would be just pennies in increased funding.

**Special Education Fiscal Reporting:**

*The following reports are due to CDE on or before November 15, 2018.*

\*All reports should be submitted by the SELPA and can be submitted by hard copy (attention Chris Essman) or electronically to [SPEDFISCALPROGRPTS@cde.ca.gov](mailto:SPEDFISCALPROGRPTS@cde.ca.gov) .

- *Maintenance of Effort (MOE) – SEMA/SEMB*  
Be sure that all four tests have been completed (State/Local, Local Only, State/Local per capita, Local per capita). The LEA must pass one of the four tests on both SEMA and SEMB. If needed, be sure to list allowed exemptions on the exemption worksheet. LEA charters must submit MOE information.
- *Subsequent Year Tracking Sheet (SYT)* This sheet is designed to prove that the LEA has passed at least one test in both SEMA and SEMB by comparing expenditures to prior years. Staff need to fill out all sections on the tab labeled SELPA Summary by Fiscal Year and relevant district information in order for figures to automatically populate the actual SYT sheet.
- *Excess Cost Calculation Worksheet*

The Excess Cost Calculation Worksheet is a federal requirement aimed at documenting that the LEA has spent the average per pupil expenditure on all students, before using special education funds. This worksheet must be completed separately for both elementary and secondary.

\*Please be sure to use the latest version (Copy of excesscostcalc 2017-2018)

\*The Excess Cost Calculation Worksheet does not include infant or preschool, but does include TK and Post-Secondary.

- **Table 8**

Table 8 spreadsheet and directions were sent out on 8/31/2017. It should be fairly simple (since there have been no federal increases), except for the districts using CEIS voluntarily or for districts who were identified as Significantly Disproportionate. (This currently does not apply to us)

- **Extraordinary Cost Pool**

- This year's threshold is \$76, 964.93

- Information and Instructions can be found in the Data and Reporting Instruction Manual (December 2017) on the CDE website (pages 118-122)

[www.cde.ca.gov/fg/sf/pa/padcs1718.asp](http://www.cde.ca.gov/fg/sf/pa/padcs1718.asp)

- **MOE Workgroup**

- **Grants**

- Federal Grants (Resource #3310 and #3315) are being calculated, but we probably won't receive the Grant Award letters until at least February.

- Many SELPAs are still awaiting reimbursements from last year. The State has implemented a new system that is able to transfer funds from the Feds to the State. It is called FI\$CAL. CDE is working out the "glitches" in the new system.

- Federal Mental Health Grants (Resource #3327) – Funds will only be sent on a reimbursement basis after you submit required expenditures reports.

- State Mental Health Funds (Resource #6512) – SELPAs should have received 50% of these funds within the past month based upon 2018 P-2 ADA. SELPAs will receive another 25% in the spring based upon

		2018 P-2 ADA. The last 25% is usually paid in July and will be a “settle-up” for the entire grant based upon 2019 P-2 ADA.		
	8C.	Operations Council -Report out on SELPA Budget Deficit Spending	Kris Munro Scott Turnbull Michelle McKinny Simon Fletcher	10
<b>9. Items scheduled for Discussion</b>				
	9A.	Operations Council Established a subcommittee. Krause, Bruton, Sabah, Morgenstern  Report out on January 24 <sup>th</sup> .	Group	
<b>10. Items scheduled for Action/Approval</b>				
	10A	<b>AB602 Language Changes</b> <i>Presenter: Operations Council</i> <i>Operations Council is presenting options to change the language in the AB602 Allocation Plan regarding the SELPA Funds and Services.</i> Item Tabled.		22
	10B	<b>Approve Joint Powers Agreement Update to CBEDS count</b> <i>Presenter: Jessica Little</i> <i>Each member agency shall participate in a weighted voting system. Each LEA will receive one base point. An additional point will be granted to those LEAs with a CBEDs county over one hundred. LEAs whose CBEDs count is over one thousand will receive one additional point for each additional thousand students. The number of points assigned to each district and count will be adjusted each October when the new CBEDs figures are determined. Annual routine approval required.</i> <b>SELPA Director’s Recommendation: Approve</b> M/S/C: Munro/Krause/All Ayes		24
	10C	<b>Approve SELPA Wide 2017/18 Unaudited Actuals MOE (SEMA) &amp; 2018/19 Budget MOE (SEMB)</b> <i>Presenter: Jean Gardner</i> <i>Ed Code requires that Local Education Agencies (LEAs) expend as much State and Local funds for the education of children with disabilities in the current year as spent in the prior year.</i> <b>SELPA Director’s Recommendation: Approve</b> M/S/C:McKinny/Turnbull /All Ayes		26
<b>11. Consent Agenda</b>				
	11A	Approval of 2018-19 Warrants: September 2018 – November 2018 M/S/C: Turnbull/Fletcher /All Ayes		29

<b>12. Future Agenda Items</b>				
Superintendent’s subcommittee report out re: SELPA budget deficit spending on January 24 <sup>th</sup> .				

**13. Adjournment**

Meeting adjourned at 10:50am

Next meeting will be on December 13, 2018

**Backup Documentation:** Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the County Office of Education, located 400 Encinal Street, Santa Cruz, CA 95060, during normal business hours.