



# fresno county superintendent of schools



Special Education Local Plan Area  
Trina Frazier, Chief Student Services Officer

**Operations Committee Meeting**  
**April 11, 2019**  
**9:00 a.m. – 10:30 a.m. † FCSS, Room 201**  
**Minutes**

Members: **Region I:** Mary Oates **Region II:** Gloria Regier, Anthony Evaristo, Joy Bratton, Cindy Schreiner, Jason Stricker, Diane Gischel-Lingo **Region III:** Catherine Karla Ceballos- Lopez, Denise Bedoian, JoJo Reyes, Jeff Moore, Derek Cruz, Christine Doughty, Vicki Tarvin **Region IV:** Tangee Pinheiro **SELPA Staff:** Eddie Davidson, Romy Chachere, Laura Wascher **Guests:** Liza Stack, Trish Small

- I. Call to Order** T. Frazier  
The meeting was called to order at 9:12 a.m.
  
- II. Introductions** T. Frazier  
Trina had members introduce themselves.
  
- III. \*Adoption of Agenda** T. Frazier  
*J.Reyes / C. Schreiner*
  
- IV. \*Approval of Minutes of March 14, 2019, Meeting** T. Frazier  
*A. Evaraisto / C. Schreiner*
  
- V. Communications** R. Chachere
  - A. \*Easterseals Central California – Educational Services**  
Romy Chachere, SELPA Compliance Officer, informed committee of Easterseals Central California looking into working within Central California to provide staffing and educational services. Romy specified that the program is funded and operated at district level and not through the SELPA. She asked that those districts that are interested to contact her and she will provide additional information regarding the cost.
  
- VI. Standing Committee Reports** T. Frazier  
None.
  
- VII. Information and Reports** T. Frazier
  - A. Administrator’s Report – Highlights of Current Information**  
Trina Frazier, SELPA Director, reviewed Handout titled “The Fiscal Report” which is an overview of Maintenance of Effort (MOE) and is recommended for any Local Educational Agency (LEA) new to Special Education. The document reviews the two components to the MOE requirement that are the eligibility standard and the compliance standard. It also noted that although charter schools are not required, to use the Standardized Account Code Structure System (SACS), they must still meet their MOE. Trina added that failure to meet MOE could result in the California Department of Education (CDE) withholding SELPA funds.

1. **Bill Updates**

Trina reviewed with the committee the additional handout titled “Tracked Bills, April 9, 2019”. First addressed, was AB 8 which would require schools to have at least one mental health professional accessible to students during school hours. Trina clarified that the additional expense would not be funded by SELPA. AB 48 allocates funding for the replacement or modernization of SELPA facilities that are at least 75 years old for specified assistance to small districts. Additionally for the testing remediation of lead levels in water sources used for drinking or preparing food on school sites. Trina added the Fresno County SELPA would be supporting this bill in an effort to support sites that are located within dated facilities. Trina also informed the committee that Fresno County SELPA would closely watch bill AB 216, which prohibits educational providers from authorizing or requiring a parent to consent to the use of physical restraint on a student. Trina asked that districts closely review AB 605 which would require LEAs to provide an individual who requires the use of an assistive technology device with continuous access to that device while the individual is enrolled in that LEA including access to the device up to graduation or enrollment in another LEA. Trina lastly addressed AB 1127, which would require schools a minimum of a once a year monitoring visit and provide documentation to CDE of any incident requiring law enforcement.

2. **Behavioral Health Update**

Trina shared that Behavioral Health onboarding and scheduling trainings for all year two districts continues. Trina informed the committee that recruitment interviews continue to ensure complete staffing for the July 1, 2019 deadline. A committee member inquired on assigning additional support staff to districts and Trina shared that it was decided an additional staff would be assigned to the year two through five districts due to the high profile cases being taken on early but at the time there is not a plan for additional staffing. She asked that if districts feel a need to request additional support with staffing that they contact her about the concern. All 4 Youth is required to have served 750 youth by the end of June 2019. Trina anticipates these numbers to be met. Trina shared that processing large numbers of private insurances has created a setback in providing services but clearance was provided from the Department of Behavioral Health to continue to serve those students regardless of their insurance status. The year one districts within the committee provided positive feedback in regards to their experience with the program. Trina added how beneficial the interagency meetings have been with the feedback of students from year one districts.

**B. \*FCOE Operated Programs Class Size Capacity/Attendance Monthly Update** T. Pinheiro

Tangee has reported that as of April 9, 2019, enrollment numbers are as follows: 423 students with moderate to severe intellectual disabilities, 103 students for the CIRCLE and PIP Program, 46 students for DHH, totaling 685. Tangee added that the incoming number of referrals has played a big role in the projections for 2019-2020 at 620 students and is anticipated to increase. Tangee added that there will be a closure of classrooms at Ramacher and at Fresno Pacific University for the 2019-2020 academic year. Extended School Year (ESY) routes have been submitted to First Student to go out for bid, followed by the 2019-2020 class list in early June. Tangee added that they have been working on their attendance process and added that the utilization of the attendance line for reporting absences has shown to be successful.

- C. \*Percentage of Students Served** T. Pinheiro  
Tangee shared the handout titled “Students Served in County-Operated Programs by District of Residence providing a breakdown for each district as of April 9, 2019. Tangee explained that the far right columns reflect enrollment of each program’s makeup within the SELPA and within County-operated Programs including Non-Public Schools (NPS). Tangee explained that smaller districts percentages would be slightly skewed in comparison to larger districts where both percentages appear more aligned.
- D. Funding Update for 2018-19, Qtr 3; and 2019-20, Estimate 1** E. Davidson  
Eddie Davidson, Student Services Fiscal Director, reported to the committee that the IDEA grant award was received. He will be sharing with the committee within the following days a handout of funding update 2018-2019 for quarter 3 and 2019-20 including the most recent IDEA grant funding.
- E. \*Transportation Billback Update for 2018-19, Qtr 3** E. Davidson  
Eddie reviewed the “Transportation Billback Update for 2018-2019, Qtr 3” which reflected approximately \$50,000 in liquidations and damages with the anticipation of additional credits. Eddie clarified that only the verified amounts after consulting with the vendor have been accounted for and credited.
- F. Maintenance-of-Effort Update for 2018-19 SEMAI** E. Davidson  
Eddie shared that the grant award was received but had not yet been reviewed to ensure districts met their MOE to avoid billing. He mentioned the importance of finance and program collaboration to ensure that MOEs are met and acceptable areas for qualified reductions are identified.
- G. Federal IDEA Expenditure Report 2 for 2018-19, Due 4/30/19** E. Davidson  
Eddie informed the committee that the report had not yet been reviewed but would be soon and then shared with district fiscal departments for review of expenditures. This information will then be reported to CDE.
- H. \*Adoption of Annual Budget and Service Plans for 2019-20** E. Davidson  
Eddie reviewed with the committee the handout titled “Adoption of Annual Budget and Service Plans for 2019-20” the amounts reflected are vetted with district fiscal departments. The districts will be asked to post at school sites for 2 weeks following submission to Superintendents’ Governor’s Committee (SGC). Eddie added that modifications were being made so that it is easier to interpret while also meeting compliance.
- I. SEIS/CASEMIS** R. Chachere
1. **SEIS 2.0**
    - a) **SEIS contract 2019/20-2021/22**  
Romy shared that the SEIS contract for 2019/20-2021/22 would have an increased price of \$7 per student. This increase will not affect members.
    - b) **CASEMIS to CALPADS**  
Romy had no recent updates regarding CASEMIS to CALPADS. Dominic Johnson, Department Automation Specialist, would be providing updates on upcoming trainings. A committee member inquired on difficulty utilizing validation tool. Tangee will be following up with committee in regards to the issue.

**c) SEIS IEP Documents**

Romy addressed a request from the committee for modifications on SEIS IEP documents. Committee members had inquired on a modification of IEP document order and recommended that any changes be made during the summer break rather than during the academic year. Romy will follow up with the committee for their feedback and suggestions.

**2. Monitor and Compliance Reporting**

Romy informed the members that we currently have one district going through the DINC Prong II review.

**a) Performance Indicator Review-Due Dates**

Romy shared that some plans have been received and were under review. Romy will be sharing feedback with the committee for reference. Assurances are due on April 23, 2019 at the SELPA level.

**J. Professional Development**

R. Chachere

Romy shared upcoming professional development dates with the committee. The committee took interest in the upcoming SEIS training, Training of Trainers for August 2019. Romy will be providing updates on registration for the training. The Patterns of Strength and Weaknesses for Administrators training will be held on May 2, 2019.

**K. Community Advisory Committee**

M. Pena

Romy shared that April 24, 2019 is the next Community Advisory Committee training at EPU. Romy also informed the committee of an upcoming Cultural Fair held at Mendota High School and potentially collaborating with the event for the resource fair to avoid limited availability for vendors participating in both events. Additional information about the event will be provided to the committee.

**L. Legislative Information Sharing Day-May 1, 2019**

R. Chachere

Romy informed committee that two parents from Sanger Unified School District and Sierra Unified School District will be attending Legislative Information Sharing Day on May 1, 2019.

**VIII. Discussion Agenda**

T. Frazier

Committee inquired on the upcoming Low Incidence case files returning to districts, and assigning case managers. Tangee clarified that the files would be housed at each district and the provider would be shared and assigned as the case manager. The districts will be contacted in regards to dissemination of the files for each district.

**IX. Future Agenda Items/Updates**

T. Frazier

**X. Next Operations Committee Meeting, May 9, 2019, Room 201**

T. Frazier

**XI. Adjournment**

T. Frazier

The meeting was adjourned at 10:22 a.m.