



# fresno county superintendent of schools



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

**Operations Committee Meeting**  
**November 29, 2018**  
**9:00 a.m. – 10:30 a.m. † FCSS, Room 201**  
**Minutes**

**Members: Region I:** Andrea Valadez, Teresa Page **Region II:** Gloria Regier, Anthony Evaristo, Jose Guzman, Joy Bratton, Marina Gassett, Jason Stricker, Diane Gischel-Lingo **Region III:** Melissa Andresen, 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:** Trish Small, Heather Gomez, Chris Borges

- I. Call to Order** T. Frazier  
The meeting was called to order at 9:00 a.m.
- II. Introductions** T. Frazier  
Trina had members introduce themselves.
- III. \*Adoption of Agenda** T. Frazier  
*MSC A. Valadez / D. Cruz*
- IV. \*Approval of Minutes of October 18, 2018 Meeting** T. Frazier  
*MSC A. Valadez / J. Moore*
- V. Communications** R. Chachere  
None.
- VI. Standing Committee Reports** T. Frazier
  - A. Executive Committee, November 5, 2018**
- VII. Information and Reports** T. Frazier
  - A. Administrator's Report – Highlights of Current Information**
    - 1. Custodian of Records- Legal Guidance**  
Trina Frazier, Chief Student Services Officer, shared legal guidance regarding districts being the custodian of their records and why county-operated programs should not be the custodian. Districts should hold files in one location ensuring a single record of access. Trish Small, Director of Pupil Personnel Services, shared the rollout plan for the return of files to districts. Several smaller districts will receive files first that volunteered. Only active files will be returned once vetted thoroughly.
    - 2. Patterns of Strength and Weakness Workgroup** T. Small  
Trish shared information regarding the kick-off meeting, held on November 26, 2018, for the Patterns of Strength and Weakness trainings. There will be two initial trainings held in January 2019 with follow-up training days scheduled throughout the remainder of the school year.

3. **Behavioral Health Update**

Trina shared that meetings are currently being held with the year 1 districts regarding implementation of the behavioral health program into their schools. There are four mandatory trainings for districts that can be held all on one day or can be split up. Implementation meetings for year 2 schools are being scheduled for January and February 2019.

4. **Transportation**

Trina informed members that staff are now tracking and logging when First Student buses pick-up or drop-off late. Per the First Student contract, we do not pay when a bus is 15 minutes or more late. Our Transportation Scheduler is working with First Student regarding this issue.

**B. \*FCOE Operated Programs Class Size Capacity/Attendance Monthly Update** T. Pinheiro  
Tangee Pinheiro, Senior Director of Special Education, shared the handout titled “Class Loading as of November 2, 2018”. There are currently 664 students enrolled in county-operated program with 34 pending referrals. Tangee asked to be copied regarding any referrals for students who are eligible for foster programs to ensure that the referral can be processed in a timely manner.

**C. \*Percentage of Students Served** T. Pinheiro  
Tangee shared the handout titled “Students Served in County-Operated Programs by District of Residence, as of November 2, 2018”. Tangee explained that this spreadsheet has been revised. Column F (% of All Students in District Eligible for Special Education) now includes the number of students in county-operated programs.

**D. \*Federal IDEA Expenditure Report 4 Update for 2017-2018** E. Davidson  
Eddie Davidson, Student Services Fiscal Director, shared the handout titled “Federal IDEA Expenditure Report 4 Update for 2017-2018”. Eddie explained that we have 27 months to spend IDEA funds. However, if any funds are carried over, CDE requires an explanation. Also, IDEA funds can be moved between LEAs in the SELPA.

**E. \*Excess Cost Calculations Update for 2017-2018** E. Davidson  
Eddie shared the handout titled “Excess Cost Calculations Update for 2017-2018” and explained that these calculations show how much districts spend on each student, not just special education students. The districts in the Fresno County SELPA all spent more than the minimum state local requirement in order to receive IDEA funds.

**F. \*Maintenance-of-Effort Update for SEMA for 2017-18 and SEMB for 2018-19** E. Davidson  
Eddie reviewed the handout titled “Maintenance-of-Effort Update for SEMA for 2017-18 and SEMB for 2018-19”. All Fresno County SELPA districts met SEMA. Eddie explained that districts have to meet one out of four of the required tests in order to pass. SEMB compares the 2018-19 budget to actuals. All districts but two met SEMB. These two districts are still able to meet the requirement at the first interim.

**G. \*SELPA 3-Year MOE Contribution Report** E. Davidson  
Eddie shared the handout titled “SELPA 3-Year MOE Contribution Report” which shows what is being spent outside of special education funds. There was no increase to special education dollars. The Fresno County SELPA is at the very bottom rate. Eddie has shared this information with the fiscal contacts at districts.

## **H. SEIS/CASEMIS**

R. Chachere

### **1. SEIS 2.0**

#### **a) CASEMIS to CALPADS**

Romy Chachere, SELPA Compliance Officer, updated members regarding the CASEMIS to CALPADS transition.

#### **b) State SELPA Forms**

Romy shared that SELPA forms have been updated by CDE throughout the state. She reviewed both the current form and new form with members to highlight the differences. The Info and Eligibility page will be active by January 7, 2019.

#### **c) SEIS Trainer of Trainers Model**

Romy explained that a training date will be sent for Spring 2019. More information is to follow.

### **2. Monitor and Compliance Reporting**

#### **a) Disproportionality**

Romy explained that we are waiting for follow-up on student file review that was held in October and November.

#### **b) DINC**

Romy asked members to ensure that data is accurate in SEIS.

## **I. Professional Development**

R. Chachere

Romy shared that Carolina Mora emailed the December training dates. It was recommended that everyone send a representative to the Facilitated IEP training on December 4-5, 2018.

## **J. Community Advisory Committee**

M. Pena

Romy shared that the SELPA's Autism Content Specialist will be presenting on autism at the February 13, 2019 Community Advisory Committee meeting.

## **VIII. Discussion Agenda**

T. Frazier

None.

## **IX. Beach City Schools Presentation**

D. Campbell

Dan Campbell, Executive Director of Beach Cities Learning LLC, presented information regarding the Beach Cities NPS programs. In addition to NPS campuses, they also partner and consult with school districts. Schools are staffed with full time mental health therapists and staff members who are trained in BCBA and BIT. They also provide transportation services and have staff trained in behavior management in the vehicles. The majority of the programs are diploma bound, but they also have programs for non-diploma track students.

## **X. Fiscal Presentation - PCRA**

E. Davidson

Item will be presented at next meeting.

## **XI. Future Agenda Items/Updates**

T. Frazier

Fiscal Presentation - PCRA

## **XII. Next Operations Committee Meeting, January 15, 2019, Room 201**

T. Frazier

## **XIII. Adjournment**

T. Frazier

The meeting was adjourned at 10:55 a.m. *A. Valadez / D. Cruz*