



fresno county superintendent of schools



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

Operations Committee Meeting
September 18, 2018
9:00 a.m. – 10:30 a.m. † FCSS, Room 201
Minutes

- I. Call to Order** T. Frazier
The meeting was called to order at 9:02 a.m.
- II. Introductions** T. Frazier
Trina Frazier welcomed attendees and members introduced themselves.
- III. *Adoption of Agenda** T. Frazier
MSC J. Bratton / J. Moore
- IV. *Approval of Minutes of May 14, 2018 Meeting** T. Frazier
MSC A. Valadez / J. Moore
- V. Communications** R. Chachere
None.
- VI. Standing Committee Reports** T. Frazier
- A. Superintendents Governance Council, September 27, 2018**
- B. Executive Committee, September 4, 2018**
Trina Frazier, Chief Student Services Officer, stated that the items covered in the Superintendents Governance Council (SGC) and Executive Committee will be discussed in today's meeting as well.
- VII. Information and Reports** T. Frazier
- A. Administrator's Report – Highlights of Current Information**
1. **Bill Update**
Trina updated members on pending bills. AB-2657 would prohibit restraint and seclusion with the exception of certain circumstances. This bill is sponsored by Disability Rights of California. SB-354 would require that all IEP translation be completed within 30 days of when the IEP takes place.
 2. **Beach City School – NPS**
Trina informed members that Beach City School is interested in opening a NPS in Fresno. All members agreed to have a representative attend an Operations Meeting to speak to the group about the NPS's they currently operate.
 3. **Behavioral Health Partnership Update**
Trina informed members that the Board of Supervisors approved the Behavioral Health contract. Trina provided an update to the members including where FCSS is at in hiring process, the hub and spoke model and Inter Agency Leadership Team. She

stated that many of the representatives of Operations also serve as the representatives for Behavioral Health. She also shared that this is a FCSS partnership separate from the SELPA.

4. **Out of State NPS Placement**

Trina shared with members that some Non-Public Schools are not certified by their own state. CDE is closely reviewing and monitoring those schools.

5. **DHH Guidelines**

Trina informed members that the DHH guidelines are currently being revised .

6. ***Teacher Residency RFP Timeline**

Trina reviewed information regarding the Teacher Residency RFP. The handout shared included information regarding available funding and the timeline for applications.

7. ***NAMI on Campus Event – September 28 at WUSD**

Trina informed members about the NAMI event coming up, that is sponsored by CDE in partnership with NAMI. A flyer was provided with detailed information regarding the event.

B. *FCOE Operated Programs Class Size Capacity/Attendance Monthly Update T. Pinheiro
Tangee Pinheiro, Senior Director of Special Education, reviewed that handout titled, “Class Loading 2018-2019 as of September 12, 2018.” Tangee reviewed student classroom enrollment for each of the programs and locations.

C. *Percentage of Students Served T. Pinheiro
Tangee reviewed the handout titled “Students Served in County-Operated Programs by District of Residence as of August 22, 2018.” The chart breaks down the percentage of students served by the county by DOR.

D. *Funding Update for 2017-2018 year End: and 2018-2019, Estimate 2 E. Davidson
Eddie Davidson, Director of Fiscal Student Services, reviewed the handout titled, “Funding Update for 2017-2018 Year End.” This spreadsheet shows the summary and the details of SELPA fiscal information that was sent out to fiscal contacts at districts.

E. Claims Update for 2017-2018 E. Davidson
Eddie shared that the 2017-2018 claims are still being reviewed. Any concerns are being vetted and addressed.

F. *SELPA 3-Year ADA History Report E. Davidson
Eddie discussed the handout titled, “SELPA 3-Year ADA History Report.” The SELPA as a whole dropped in ADA by 512.14, or 0.64%. This is due, in part, to the move of Edison Bethune and University to the Charter SELPA.

G. *SELPA Weighted Votes for 2018-2019 E. Davidson
Eddie went over the handout titled, “SELPA Weighted Votes.” Per the SELPA Local Plan, the SELPA’s weighted votes are recalculated using the latest AB602 K-12 ADA for P-2. There are 798 votes in total for the 31 members. A quorum is reached when 16 members are present.

H. *Transportation Billback Update for 2017-18, Year End E. Davidson

Members received the handout titled, “Transportation Billback Update for 2017-18, Year End.” Eddie explained that what was bolded in red is what the actual cost is.

I. Federal IDEA Expenditure Report 4 for 2017-2018, Due 10/15/18 E. Davidson

Eddie shared with members that this is the fourth of seven expenditure reports now completed for our IDEA funds. The grant period was extended to 27 months. Fiscal contacts will be notified of the due date. Most members fully expended their funds by Report #3. However, as mentioned in the earlier agenda item for the Funding Allocations for 2017-18 Year End, there were several members that did not report that they fully expended their funds in 2017-18 (again, mainly due to the conflict in timelines). Therefore, Report #4 provides an opportunity for members to report that the balance carried over has been expended. Members have until September 30, 2019 to fully expend their 2017-18 IDEA allocations. Reports 5, 6, & 7 will cover the remaining timeline.

J. Excess Cost Calculations for 2017-2018, Due 9/17/18 E. Davidson

All SELPA contacts were provided a summary email on August 10, 2018. The SELPA prepared individualized excess cost sheets for members and emailed each one to the fiscal contacts, and copied our operations contacts. The sheets include instructions for the final entry needed to complete the calculation. That data for the final entry is available only until the books are nearly closed. Once entered and fiscal confirms that the district meets the excess cost requirement, the document is signed by both fiscal and program, and then returned to the SELPA.

K. Maintenance-of-Effort SEMA 2017-2018 and SEMB 2018-2019, Due 9/17/18 E. Davidson

Written and video instructions were emailed to all fiscal contacts on August 1, 2018. Several members have asked SELPA19 to review their completed reports for accuracy before they fully close their books. District Financial Services at FCSS will provide the SELPA with a copy of each member’s data file in order to review both the SEMA and SEMB reports. The SELPA will submit these to CDE by the November 15, 2018 due date.

L. SEIS/CASEMIS R. Chachere

1. SEIS 2.0-Updates

Romy Chachere, SELPA Compliance Officer, informed members that there would be updates with IEP forms. In addition, she asked members to make sure their staff is checking SEIS news updates and monitoring timelines.

2. Monitor and Compliance Reporting

a) Disproportionality

CDE will be notifying Districts within the next week. We went from 17 districts to 9 districts.

b) Performance Indicator Review

We have not heard on the exact timeline, but the Performance Indicator Review should be sent out to districts this fall. Romy reminded districts to follow up with the 2017-2018 PIR plan that was submitted to CDE.

c) DRDP

All DRDP assessments will now have to be completed by a trained and certified staff member. The certification course can be completed in person or online.

- M. Professional Development** R. Chachere
Romy informed members of the upcoming trainings for the months of September and October.
- N. Community Advisory Committee** M. Pena
Marlene Pena, Program Manager for Exceptional Parents Unlimited, informed members of the new structure to the CAC and that it is in the beginning stages. Marlene mentioned different options for attending and participating with the CAC such as a new location, using zoom, or creating a conference call.
- O. End of the Year Autism Consultation Report** M. Rose/H. Baldwin
Melissa Rose and Heidi Baldwin, Autism Content Specialists, gave a summary of the 2017-2018 year end report. They informed members that they collect reports of the number of assessments and types of assessments they complete throughout the year. They informed members that they provided 20 workshops throughout the last fiscal year for 15 LEAs with a total of 256 attendees.

- VIII. Discussion Agenda** T. Frazier
A. Infant Services T. Pinheiro
None.
- IX. Future Agenda Items/Updates** T. Frazier
Eddie Davidson will start presenting fiscal presentations in October.
- X. Next Operations Committee Meeting, October 18, 2018, Room 201** T. Frazier
- XI. Adjournment** T. Frazier
The meeting was adjourned at 10:22 a.m.
MSC J. Bratton / A. Evaristo