



FRESNO COUNTY SELPA SPECIAL EDUCATION LOCAL PLAN AREA

Trina Frazier, Assistant Superintendent

Operations Committee Meeting February 15, 2024 8:30 a.m. –10:00 a.m. Zoom Meeting Minutes

PLEASE NOTE: For public access instructions and opportunities for public comments, please contact tfrazier@fcoe.org or (559) 265-3049 5:00 p.m. on February 14, 2024. Trina Frazier will respond with further instructions.

- | | |
|--|------------|
| I. Call to Order
The order was called to order at 8:32 am. | T. Frazier |
| II. Introductions | T. Frazier |
| III. *Adoption of Agenda
<i>C.Schreiner / J.Pinto</i> | T. Frazier |
| IV. Community Input
<i>The public may address the Fresno County SELPA Policy Committee pursuant to established procedures and will have up to three minutes to do so. No action shall be taken (E.C. 35145.5). Members of the public who have a disability in need of a modification or accommodation in order to participate in the Operations Committee meeting may contact the Operations Committee coordinator 72 hours prior to the meeting with the request.</i> | |
| V. *Approval of Minutes of January 22, 2024
<i>C.Schreiner / J.Pinto</i> | T. Frazier |
| VI. Standing Committee Reports
A. Executive Committee
B. SGC Committee | T. Frazier |
| VII. Information and Reports
A. Administrator's Report – Highlights of Current Information <ol style="list-style-type: none">1. Fiscal Update
Trina Frazier, SELPA Administrator, reported that the estimated projection for Cost-of-Living Adjustment (COLA) rate for special education is 0.76%.2. Legislative Update
Trina informed members that February 16, 2024 is the last day to introduce new bills and she will provide more information when bills are released.3. First Student Update
Trina shared that all First Student routes are covered. | T. Frazier |

**indicates handout*

- VIII. *Status of Reimbursement Claims for 2022-23** E. Davidson
Eddie Davidson, Student Services Fiscal Director, shared the handout titled " Status of Reimbursement Claims for 2022-23". The claims were reviewed and approved by the Executive Committee on February 5, 2024.
- IX. *Grant Award Notices for IDEA for 2023-24** E. Davidson
Eddie reviewed the handout titled "Grant Award Notices for IDEA for 2023-24". There was an increase in IDEA funds from prior year.
- X. *Private School Proportionate Share Assurance for 2023-24, Due 2/16/24** E. Davidson
Eddie discussed the handout titled "Private School Proportionate Share Assurance for 2023-24". This report outlines the estimated figures for private schools in Quarter 2 and the updates for Quarter 3, including the receipt of a grant award to be reflected in Quarter 3. It provides information to members regarding the number of parentally placed private school students in their area and clarifies that these funds are designated for special education and related services for these students. In cases where there are no eligible students, the funds can be retained for two years, and in the final three months, a request can be made to the California Department of Education (CDE) to repurpose the funds if they cannot be utilized. If a private school declines the funds, they must submit a letter expressing their decision.
- XI. Maintenance-of-Effort SEMAI for 2023-24, Due 3/15/224** E. Davidson
Eddie has notified members that he will be sending details to fiscal contacts in the second interim. Currently, nine members are not meeting the Maintenance-of-Effort (MOE), possibly due to one-time funding. These cases will be closely monitored.
- XII. *Federal IDEA Expenditure Report 1 for 2023-24** E. Davidson
Eddie reviewed the handout titled "Federal IDEA Expenditure Report 1 for 2023-24". The report displays the reported amounts by Local Education Agencies (LEAs) and the remaining balances. The objective is to utilize all balances and fulfill the maintenance-of-effort (MOE) requirements within the given 27-month period.
- XIII. *Federal IDEA Expenditure Report 5 for 2022-23** E. Davidson
Eddie shared the handout titled "Federal IDEA Expenditure Report 5 for 2022-23". These funds must be used within the 27-month timeframe, and a tracking system has been put in place.
- XIV. SEIS/CALPADS/Compliance Reporting** R. Chachere
- A. SEIS/CALPADS-**
Romy Chachere, SELPA Director, shared with the members that Fresno County SELPA is hosting one of six CALPADS Roadshows on April 17, 2024. Topics such as end of year reporting, updates, and IEP implementation will be covered. Special Education data SEIS coordinators are encouraged to participate. Report 16.21 for monitoring timelines is live and available. Romy is working with Dominic Johnson, Lead Department Automation specialist, in coordinating office hours to review the reports in further detail and provide guidance for LEAs.
- B. Monitor and Compliance Reporting**
1. **Compliance Improvement Monitoring (CIM)**
The annual determination letters are expected to go out early March 2024. Districts in targeted or intensive monitoring that have created a new plan, will not be required to submit a new plan and will continue to implement the current plan.

2. **Small Local Educational Agencies Monitoring**
Romy informed members that Cycle A of Small LEA Monitoring will be notified at the end of February. There are six districts for prong 2 notifications for those districts found out of compliance.
3. **DRDP**
The spring Desired Results Developmental Profile (DRDP) window is expected to be open beginning April 1, 2024.
4. **IEP Implementation Update**
Romy reported to members that of the statewide 10 percent, three Fresno County SELPA districts were required to complete a survey with follow-up questions regarding the following four areas: what method was used to track implementation and what activities were conducted to access the rate for implementation for each student, what patterns were discovered for students that fell below 95% range and lastly, how does the district ensure that teachers and providers know their specific responsibilities for implementing a students IEP.
5. ***Personnel Data Reporting**
Notification was received from CDE regarding the personnel data reporting between 2021-2022 and 2022-2023. Further clarification was needed for Implementation of IDEA for Part B and C, for incorrect data that was submitted during this reporting period. The 2023-2024 personnel data report is due to SELPA April 9, 2024.

XV. FCSS Operated Program Updates

C. Borges

1. ***Class Loading**
Chris Borges, Executive Director of Special Education, reviewed the handout titled “Class Loading 2022-2023” as of February 14, 2024. Chris reported the enrollment numbers are as follows: 401 students within the Extensive Support Needs (ESN) program, 107 students for the CIRCLE and PIP programs, 33 students for DHH, and 63 students for TIES, totaling 604 students.
 - a) **Class Size Minimum**
Chris discussed referral placements and the various factors that impact class size.
2. ***Percentage of Students Served**
Chris reviewed the handout titled “Students Served in County-Operated Programs by District of Residence”. The spreadsheet displays the percentage each district makes up of the SELPA based on the last census data from October 2022 and the percentage of enrollment in county-operated programs.
3. ***Save-the-Date: Kids Day, April 19, 2024**
 - a) **March 11-Registration Deadline**
Chris reminded members that Kids Day is on April 19, 2024 and the deadline for classroom registration is on March 11, 2024. Members were encouraged members to volunteer for the event.
4. **PIP & CIRCLE Ad Hoc Committee Outcomes**
The topic discussion was moved to item X.VII.A.

5. **California Public Records Act (CPRA) Request**

Chris reported to members that a California public records request specific to students who receive Deaf and Hard of Hearing (DHH) services from Disability Rights and Defense Fund. Chris wanted to give districts a heads-up about the potential of also receiving a request.

Chris shared of an additional Extensive Support Needs classroom in the South Valley area.

XVI. Professional Development

A. 2023-2024 Workshops

R. Chachere

Romy informed members of the SPED Discipline Workshop on April 2, 2024 facilitated by F3. Members were reminded members that staff registered for NCI workshops ensure their commitment to the event to avoid lost seats for the training that have been paid for.

XVII. Hot Topics & Lesson of the Month

A. *PIP & CIRCLE Criteria

District members shared their processes on how to proceed with and support students who do not meet PIP & CIRCLE criteria.

A. Evaristo/J. Shafer

B. *Monitoring & Compliance Special Education & Differentiated Assistance

District members provided their feedback on their experience with the monitoring and compliance process in creating a Compliance Improvement Monitoring plan and working with the Differentiated Assistance team.

B. Carmona/S. Jaspal

XVIII. Community Advisory Committee

A. Luna

A. March 20, 2024 5:30 p.m. – 6:30 p.m.

Romy reminded members that there is a Community Advisory Committee (CAC) meeting on March 20, 2024.

B. Vendor Fair April 27, 2024

Romy informed members that there are 22 vendors for the CAC Vendor Fair on April 27, 2024 in Firebaugh.

XIX. LCAP

C. Troxell

No updates.

XX. Future Agenda Items/Updates

T. Frazier

None.

XXI. Next Operations Committee Meeting, March 19, 2024, at 1:00 p.m., Zoom

T. Frazier

XXII. Adjournment

T. Frazier

The meeting was adjourned at 9:39 am.

C. Schreiner/ S. Jaspal