



FRESNO COUNTY SELPA SPECIAL EDUCATION LOCAL PLAN AREA

Trina Frazier, Assistant Superintendent

Operations Committee Meeting March 19, 2024 1:00 p.m. –3:00 p.m. Zoom 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 March 18, 2024. Trina Frazier will respond with further instructions.

- I. Call to Order** T. Frazier
The meeting was called to order at 1:01 pm.

- II. Introductions** T. Frazier

- III. *Adoption of Agenda** T. Frazier
C. Schreiner / J. Moore

- IV. Community Input**
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.

- V. *Approval of Minutes of February 15, 2024** T. Frazier
C. Schreiner / J. Moore

- VI. Standing Committee Reports** T. Frazier
 - A. Executive Committee**
 - B. SGC Committee**

- VII. Information and Reports** T. Frazier
 - A. Administrator's Report – Highlights of Current Information**
 - 1. Fiscal Update**
Trina Frazier, SELPA administrator, reported that all members received the new legislation requirement for fiscal year 2023-2024. Each SELPA, shall at a minimum, allocate to all of it's member Local Education Agencies (LEAs) that are equal to the sum base Special Education grant funding that it allocated for fiscal year 2022-2023.

2. **Legislative Update**
Trina shared information regarding legislative updates. April 26, 2024 is the last day for the policy committee to hear bills that have a fiscal impact. There are several spot bills with potential amendments. AB 2173, supported by the SELPA Association, seeks to replace "Emotional Disturbance" with "Emotional Disability". SB 455, a two-year bill, suggests mandating IEP translations within 30 days, with associated costs. AB 2026 focuses on person-first language in special education.
3. **First Student Update**
Christina Borges, Executive Director of Special Education, reported that all First Student routes were covered and had no additional updates.
4. **Proposed Increase for Add-On to Coalinga-Huron Joint Unified**
Trina discussed the planned add-on increase for the Coalinga Huron Joint Unified School District. As we currently serve just one student from Coalinga Huron Joint Unified, we are recommending a contribution raise of approximately \$200,000. This proposal will be presented for approval at the upcoming Superintendents' Governance Council (SGC) meeting.

VIII. FCSS Operated Program Updates

C. Borges

1. ***Class Loading**
Chris Borges reviewed the handout titled "Class Loading 2022-2023" as of February 28, 2024. Chris reported the enrollment numbers are as follows: 403 students within the Extensive Support Needs (ESN) program, 107 students for the CIRCLE and PIP programs, 33 students for DHH, and 68 students for TIES, totaling 611 students.
 - a) **Class Size Minimum**
This item was discussed at the last meeting. Chris has reported that additional referrals have been received for the Rio Vista Middle School TIES classroom that prompted the concern of class size minimum.
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. Chris examined a district's data to gain a deeper understanding of the report.
3. **Kids Day Update**
Chris reminded the members that Kids Day is April 19, 2024. There are currently 1,500 students registered for the event. Chris has encouraged members to participate by volunteering for the event.

IX. *Principal Apportionment for 2023-24 P-1

E. Davidson

Eddie Davidson, Fiscal Student Services Director, reviewed the handout titled "Principal Apportionment for 2023-24 P-1". The California Department of Education (CDE) certified funding at P-1. The Special Education Local Plan Area (SELPA) has been allocated a total principal apportionment of \$57.4 million, including base grant funding, regionalized service funding, low incidence funding, and out-of-home care funding. Additionally, \$17 million in property tax revenue was received. Eddie examined the exhibits from CDE and reviewed the allocation calculations.

X. Local Plan

E. Davidson

A. *Annual Budget & Services Plans for 2024-25, First Draft

Eddie reviewed the handout titled “Annual Budget & Services Plans for 2024-25, First Draft”. The data used for these drafts was based off LEA’s Maintenance-Of-Effort (MOE) reports and data collected by the SELPA Lead Department Automation Specialist. Drafts have been provided to each districts’ fiscal team.

B. *Governance & Administration

Romy Chachere, SELPA Director, reviewed the Local Plan changes on a tracking document that was shared with the members. The only material change to the Local Plan language is the removal of one LEA due to a lapsation.

XI. *SELPA Annual Treasurer’s Report for 2022-23 & Proposed One-Time Distribution of Fund Balances for 2023-24, Information

E. Davidson

Eddie reviewed the SELPA Annual Treasurer’s Report for 2022-23 and the Proposed One-Time Fund Balances for 2023-24. The report assists in determining if reserves and cost pools have reached their limits or are below their thresholds. About \$300,000 is designated for the SELPA set-aside as a three percent reserve, leaving a balance of approximately \$1 million without reserves. The proposed suggestion is to utilize the \$913,000 for county-operated expenses. The one-time retroactive payroll for raises was not initially considered in the county-operated program. Eddie reviewed the legal set-aside pool with the members, highlighting that the SELPA is currently below the threshold and is predicted to deplete this reserve. Although numerous small districts have contributed to this pool, they have never made use of it. Eddie shared details about the remaining \$126,000 in the NPS/NPA set-aside pool, recommending a transition to county-operated programs. The proposed recommendations will be forwarded for review and approval from the SELPA Executive Committee and SELPA SGC.

SEIS/CALPADS/Compliance Reporting

R. Chachere

A. SEIS/CALPADS

Romy discussed the SEIS update regarding CALPADS allowing the Degree of Support to be included in the Plan file for the remainder of 2023-2024. CDE will be providing further information.

1. Emergency Circumstances Form

Romy reviewed the language and requirements for IEP services implementation on the “Emergency Circumstances” form A and form B with the members. Romy will be working on language samples for specific services that will be available in the document library. Romy will provide further guidance to the members.

B. Monitor and Compliance Reporting

1. Compliance Improvement Monitoring (CIM)

Romy is reviewing the annual determination letters to decipher the compliance status of each LEA.

2. Small Local Educational Agencies Monitoring

Romy informed the members that the small LEA monitoring aligns with the CIM.

3. DRDP

The spring Desired Results Developmental Profile (DRDP) window is open and the assessment should be affirmed by May 31, 2024.

4. **IEP Implementation**
Romy informed members that information and guidance will be provided regarding the IEP implementation webinar that is being held. The student lists will be received May 1, 2024.
5. **Personnel Data Reporting**
The 2023-2024 personnel data report is due to the SELPA April 9, 2024.

XII. Professional Development

A. 2023-2024 Workshops

Romy reported to members that F3 will be facilitating a Special Education Discipline workshop April 2, 2024. The Mental Health Strategies workshop will be held on April 17, 2024. Registration for all professional development events are available on the SELPA website.

B. 2024-2025 Needs Assessment Survey Results

R. Chachere

Romy has extended the deadline for for the 2024-2025 needs assessment survey for professional development. She will be reaching out to districts who have not yet submitted the survey to review and discuss professional development areas of need. Romy anticipates to review the survey data at the next meeting.

XIII. Hot Topics & Lesson of the Month

T. Frazier

A. Alternative Pathway Workgroup

R. Chachere

Romy reminded members that the Alternative Pathway workgroup will meet on April 10, 2024. Romy will be sharing legal guidance regarding the board policies with the workgroup.

XIV. Community Advisory Committee

A. Luna

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

Romy informed members that a draft of the bylaws and local plan will be reviewed at the next Community Advisory Committee (CAC) meeting on March 20, 2024.

B. Vendor Fair April 27, 2024

The CAC Vendor Fair will be held on April 27, 2024 in Firebaugh. A positive outcome in participation is anticipated due to the coinciding Autism Walk on the same day.

XV. LCAP

C. Troxell

Cathy Troxell did not have any LCAP updates.

XVI. Future Agenda Items/Updates

T. Frazier

None.

XVII. Next Operations Committee Meeting, April 18, 2024, at 9:00 a.m., Room 270

T. Frazier

XVIII. Adjournment

T. Frazier

The meeting was adjourned at 2:14 p.m.

J. Moore/ E. Pasillas