

SUPERINTENDENTS GOVERNANCE COMMITTEE TULARE COUNTY MASTER PLAN FOR SPECIAL EDUCATION

MINUTES

September 23, 2008

The Superintendents Governance Committee met on Tuesday, September 23, 2008, in the Board Room of the Tulare County Office of Education.

MEMBERS PRESENT: **John Beck**, Superintendent, Tulare City Elementary; **Howard Berger**, Superintendent, Tulare Joint Union High; **Stan Carrizosa**, Superintendent, Visalia Unified; **Tim Hire**, Superintendent, Woodlake Union; **Janet Jones**, Superintendent, Farmersville Unified; **Dr. Carolyn Kehrli**, Superintendent, Cutler-Orosi Unified; **Janet Kliegl**, Superintendent, Lindsay Unified; **Dr. Gary Mekeel**, Superintendent, Burton Elementary; **Sue Sherwood**, Superintendent, Three Rivers Union Elementary; **Dr. Marcella Smith**, Superintendent, Earlimart Elementary; **Dr. John Snavely**, Superintendent, Porterville Unified; **Dr. Marilyn Rankin**, Assistant Superintendent/SELPA Administrator, Tulare County.

MEMBERS ABSENT: **David DePaoli**, Superintendent, Strathmore Union Elementary; **Jerry Sessions**, Superintendent, Dinuba Unified; **Jim Vidak**, County Superintendent, Tulare County; **Renée Whitson**, Superintendent, Exeter Union.

OTHERS PRESENT: ALTA VISTA ELEMENTARY: **Jasper Land**, Superintendent; WOODVILLE UNION ELEMENTARY: **Dr. Dondreia Bradley**, Superintendent Designee; LINDSAY UNIFIED: **Suzzane Terrill**, DOSE Representative to SGC; TULARE COUNTY OFFICE OF EDUCATION: **Patty Blaswich**, Director, Internal Business; **Norma Erwin**, Parent Liaison, **Cara Peterson**, Preschool Coordinator, **Kaye van Gilluwe**, Administrator, Student Support Services.

PUBLIC COMMENTS: Janet Jones, Chairperson, opened the meeting to public comment. No public comment was made.

INTRODUCTIONS: Janet Jones, Chairperson, introduced Dr. Gary Mekeel as a new member to the SGC this year replacing Dr. Don Brown, who retired. Gary has also been a past member of the SGC in same capacity as superintendent at Burton Elementary School District.

Janet also introduced the two visiting superintendents, Jasper Land, Superintendent, Alta Vista Elementary School District and Dr. Dondreia Bradley, Superintendent designee, Woodville Union School District.

Dr. Dondreia Bradley thanked the group for inviting her and indicated she is working with the current superintendent at Woodville, Dr. Clifford Turk, to take over the duties upon his retirement at the end of this fiscal year. She also indicated Woodville has their own special education program and that her district this year has a hard of hearing student and is pleased to learn of the SELPA reimbursement policy in place for reimbursement of interpreter services.

Jasper Land thanked the group for the invitation to the meeting. He indicated the County Office provides special education services to his district and is very appreciative of all special education services received.

Dr. Marilyn Rankin introduced the County staff in attendance to the visiting superintendents who included Patty Blaswich, Director, Internal Business, Kaye van Gilluwe, Administrator, Student Support Services, Suzzane Terrill, DOSE Representative to the SGC, Cara Peterson, Preschool Coordinator, and Norma Erwin, Parent Liaison.

REVIEW OF SGC PACKET: Dr. Marilyn Rankin reviewed the Superintendents Governance Committee agenda packet with the Superintendents. Item included were:

- Special Education Enrollment Data Report for September- Students served by TCOE in yellow and students served by district in blue. Marilyn indicated that with the implementation of Rtl, districts should be seeing a decline in the enrollment within the Learning Handicapped (LH) disability type. Marilyn commended one district, Dinuba Unified, for being contacted by a State university to serve as a model for Rtl. She also indicated that the County Office staff will be the presenters for Rtl for an upcoming meeting of the Latino School Boards Association.
- Coalition for the Adequate Funding of Special Education (CAFSE) Priorities for 2008-2009.
- 2008-2009 SGC/DOSE Meeting Dates Calendar – Director’s meetings in red and Superintendent’s meetings in blue.
- SB 1446 – High School Exit Examination: Pupils with Disabilities bill status, history, and text – Likely to be vetoed by the Governor.
- Marilyn also indicated that ACSA has recently published several articles in support of the Rtl model and encouraged the Superintendents to take a look at them.

APPROVAL OF MINUTES: Minutes from the April 22, 2008 Superintendent’s Governance Committee Meeting were presented for approval.

A motion was made by Dr. John Snavelly and seconded by Stan Carrizosa to approve the minutes as presented. The motion carried unanimously.

CASEMIS REPORTS: Cara Peterson reviewed with the Superintendents a pie chart showing the SELPA-wide Student Disability data as a percentage of the whole along with an increase or decrease percentage over the prior year. The total County CBEDs enrollment is up one percent while the percentage of identified special education students is up 3.1% over the previous year, increasing the special education percent of total CBEDs slightly. Cara noted that if a particular disability category increased greater than 3.1%, then students identified with that disability are increasing at a greater rate than the overall number of students identified. John Beck asked how the 7.8% Special Education number relates to the statewide average. Cara indicated the statewide average is approximately 10% and as high as 16% or more on the East Coast showing the vast differences in identification procedures and that Tulare County should be commended for staying well below the statewide average.

STAFF DEVELOPMENT: Kaye van Gilluwe presented the 2008-2009 Staff Development Opportunity Calendar. The top section is District workshops. The District workshops were coordinated through the respective program specialist assigned to each District. For districts with no program specialist funding, DOSE will be emailed dates so that district staff can possibly attend workshops at host districts. These workshops embrace five topics including Response to Intervention, Preschool, Behavior, Autism, and Back to Basics. Back to Basics workshops were held over the summer to address questions on the new IEP form and other procedural information. The district workshops are tailored to fit the district's schedule for staff inservice days and can be full or ½ days or a few hours if needed. The bottom section of the calendar is the workshops to be held at TCOE. Recently, Anita Archer presented a workshop on Scaffolding Reading Comprehension in Elementary Grades where over 112 attendees were present.

DOSE REPORT: Suzzane Terrill, representative from the Directors of Special Education Committee to the Superintendents Governance Committee, reported on the first DOS meeting held on September 8, 2008. The following are agenda items highlighted:

- Dr. Tim Durick and Javier Robles from Health and Human Services Agency were the guest presenters along with Dr. Larry Gillham from TCOE. The Directors were provided with an overview and update on SB163 – Wrap-Around Services in Tulare County.
- ASCA will be holding a Special Education Academy in Hanford to be held on weekends beginning October 17, 2008.
- Cara Peterson reviewed an enclosure specific to each district with regard to the CASEMIS 2007-2008 Year-End Enrollment Reports submitted to CDE. She asked the DOSE to pay particular attention to the reports by disability and by ethnicity. These reports will point out any red flags in relation to disproportionality on the Annual Performance Measures Report. Cara continued with a CASEMIS Update which included information on SSIDs – State Student Identification Numbers. All students in SEIS must have a SSID entered by December 1, 2008. Next Cara reviewed Federal Preschool Setting Code Information. She indicated that the goal is to have most students coded 410 – Regular Early Childhood Program or Kindergarten as this setting includes at least 70% non-disabled children.
- Kaye van Gilluwe reviewed staff development opportunities with the Directors for 2008-2009 and asked Joe Martinez, DOSE from Dinuba Unified to do a future presentation to DOSE on how the district got to a level 3 (red) on the Rtl model and how they are maintaining that position.
- Kaye van Gilluwe reviewed with the Directors what to expect with the Special Education Self Review (SESR) to be held in all districts in Tulare County this year.
- Dr. Larry Gillham discussed the hot topic of interest, Misidentification of Students as Special Education. He stressed the importance of looking carefully at eligibility, particularly for ED/OHI identification as these disabilities have the greatest potential to be confused with behavior issues that are more conduct than learning disability related. Misidentification can have a long-term adverse impact not only on the student's educational performance, but could also affect other districts if the parents move.
- *See DOSE minutes, of September 8, 2008, for further details of meeting.*

FISCAL AD HOC COMMITTEE REPORT: Stan Carrizosa, Chairperson for the Ad Hoc Committee, reviewed with the Superintendents topics from the earlier Fiscal Ad Hoc Committee Meeting as follows:

1. Special Education Allocations for 2008-2009 – Patty Blaswich explained that the allocations will need fine tuning after the State budget is passed as the March allocations projected for a \$30 per ADA deficit in the COLA which is now projected to be restored; however, since March, the Group Home funding has also declined due to some group home closures. There was discussion on Program Specialists. Dr. Marilyn Rankin explained that four of the larger districts are given an allocation for funding their own program specialists. All other districts are allocated time by the TCOE Program Specialists based on ADA. ***A motion was made by Tim Hire and seconded by John Beck to approve the allocations as presented. The motion carried unanimously.***
2. Preschool Funding Allocations for 2008-2009 – Patty also presented the preschool allocations which have not changed since the March estimate which included a 3% COLA. The allocations will be updated once more information on federal funding is received. ***A motion was made by Dr. John Snavely and seconded by Janet Kliegl to approve the Preschool allocations as presented. The motion carried unanimously.***
3. Reimbursement for Supplementary Services for Hearing Impaired Students in Districts for 2007-2008 – Stan indicated the Fiscal Ad Hoc Committee felt that Policy #2530 – Districts Receiving Special Education Funding for Services for Hearing Impaired Students through the Tulare County/District SELPA needs some fine tuning after looking at the logistics. However, these are some of the most needy special education students, and it was recommended by the Fiscal Ad Hoc Committee that any overages to the County rate for interpreters be approved for Districts, one reason being the scarcity of qualified interpreters. ***A motion was made by Dr. Gary Mekeel and seconded by Janet Kliegl to approve the Reimbursement for Supplementary Services for Hearing Impaired Student in Districts as presented for 2007-2008 along with any overages totaling \$563,853.22. The motion carried unanimously. This approval was based also on the expectation that SELPA Policy #2530 will be brought back to the SGC for approval after revisions to policy language are reviewed.***
4. Current Indirect Cost Rates – Current indirect costs rates were provided to the Superintendents for each district in Tulare County along with a comparison to surrounding counties including Fresno, Kern, Kings, Madera, Merced, and San Luis Obispo.
5. Low Incidence Costs for 2007-2008 – The Superintendents were presented with the final low incidence costs for equipment and materials for 2007-2008 totaling \$111,899.
6. Due Process Attorney/Settlement Fees for 2007-2008 – The final legal costs for 2007-2008 were reviewed which the Superintendents felt were very low and respectable. Dr. Marilyn Rankin pointed out these costs have been paid by the County Office.
7. Transportation Services Information Update – An enclosure was presented with transportation costs for last year in comparison to projected costs for this year. Dr. Marilyn Rankin indicated the projected costs for 2008-2009 may change as the contract with the provider, Student Transportation of America, had not previously included a fuel escalation clause which would be expected in these tight economic times.

Stan concluded the Fiscal Ad Hoc Meeting summary indicating that the Superintendents Governance Committee Chairperson, Janet Jones, is welcome to attend any of the ad hoc committee meetings.

FISCAL UPDATE: Patty Blaswich reviewed the Preschool Funding carryover from 2007-2008 which included expenditures through June 30, 2008. These funds must be spent by September 30, 2008, and it was recommended by the Fiscal Ad Hoc Committee that any unspent funds be reallocated to districts that may have overspent rather than sending the federal funds back. ***A motion was made by Janet Kliegl and seconded by Dr. Gary Mekeel to approve the Preschool reallocation of funds to cover any overages in districts. The motion carried unanimously.***

APPOINTMENT OF SGC AD HOC COMMITTEES: Janet Jones, Chairperson, reviewed the SGC Ad Hoc Committee memberships for 2007-2008, and asked if anyone wanted to step down or volunteer to serve on the fiscal, legal fees or mental health services ad hoc committees. No changes were noted. ***A motion was made by Tim Hire and seconded by Sue Sherwood to approve the Ad Hoc Committees as presented. The motion carried unanimously.***

ANNUAL CHILD FIND CAMPAIGN / COMMUNITY ADVISORY COMMITTEE (CAC) FOR 2008-2009: Norma Erwin presented to the Superintendents the proposed 2008-2009 Annual Child Find Campaign. She indicated a child find committee has been formed with DOSE to review the campaign and take back to the DOSE for final approval. Norma also presented the Community Advisory Committee (CAC) membership for 2008-2009. Dr. Marilyn Rankin indicated District Boards are to nominate the members and the County Board will then appoint the membership.

REQUIRED PROPORTIONATE SHARE OF FUNDS FOR PARENTALLY-PLACED PRIVATE SCHOOL STUDENTS: Patty Blaswich reviewed the estimated private school funding calculation for 2008-2009. She indicated she is meeting monthly with the business managers who manage special education funding to review key information to keep them in the loop of any SELPA activities that affect their budgets. Patty also indicated beginning in fiscal year 2007-2008; we are now required to report to CDE the proportionate share of funding set aside for parentally-placed private school students with expenditures and any carryover into the next fiscal year. A new resource code will be set up at the district level for 2008-2009 to track these expenditures. The SELPA will provide the parentally-placed private school count by to the respective districts with the proportionate amount of funding to be set aside based the those students identified with ISPs within SEIS. Dr. Marilyn Rankin indicated that 80% of private school students identified as special education are in the SLD and LH disability categories which are often widely “discretionary” disabilities.

SELPA MONITORING FOR 2008-2009: Dr. Marilyn Rankin reviewed the enclosure showing the districts randomly chosen for SELPA monitoring for 2008-2009 along with those monitored in recent years. Districts to be monitored in 2008-2009 are Cutler-Orosi Unified, Farmersville Unified, Lindsay Unified, Pixley Unified, and Woodville Union Elementary District. The SELPA monitoring policy was adopted in lieu of a formal audit by M. Green and Company.

SPECIAL EDUCATION SELF-REVIEW 2008-2009 (SESR): Kaye van Gilluwe discussed with the Superintendents the Special Education Self-Review (SESR) expectations for 2008-2009. She indicated that the 2007-2008 review is still in progress, and it is likely the 2008-2009 review will not formally begin until January 2009. The CDE consultant will be visiting the SELPA next month and presenting to program specialists and TCOE staff an overview of the process. While there will be a student file review in all districts in the County, there will be no verification review as had previously been expected. This is in part to the success of Rtl in the County and particularly at Dinuba Unified. There is also little sign of overidentification of ELL students.

NEXT MEETING: Agenda items for future SGC meetings were requested. SELPA Policy #2530 – Districts Receiving Special Education Funding for Services for Hearing Impaired Students through the Tulare County/District SELPA will be brought back to the SGC with proposed revisions after review by the Fiscal Ad Hoc and DOSE Committees. The next meeting of the Superintendents Governance Committee will be Tuesday, October 28, 2008, from 12 Noon to 2:00 p.m. in the Board Room of the Tulare County Office of Education.

HANDOUTS: AGENDA ITEM HANDOUTS: Draft minutes of the April 22, 2008 Superintendent's Governance Committee meeting; SELPA Student Disability Summary by Disability with percentage increase/decrease over prior year; 2008-2009 Staff Development Opportunities Calendar; Special Education Estimate 2008-2009 Funding Allocations (March 21, 2008); 2008-2009 Preschool Estimated Allocation; Reimbursement Requests for Supplementary Services for Hearing Impaired Students in Districts – Final 2007-2008; Indirect Costs Rates for Counties surrounding Tulare County; Indirect Cost Rates for Tulare County by District; Low Incidence Equipment and Materials Requests – Final 2007-2008; Legal Fees/Settlement Agreement Costs Related to Special Education Issues – 2007-2008 Final; Transportation Services Information Update with Expense Comparison for 2008-2009 versus 2007-2008; 2007-2008 Preschool Carryover by District; Superintendents Governance Committee Ad Hoc Committees 2007-2008; 2008-2009 Proposed Child Find Campaign Tulare County/District SELPA; Estimated Private School Funding Calculation for 2008-2009 based on count of parentally-placed private school students as of December 2007; SELPA Monitoring Districts for 2008-2009 with districts monitored in past years.

MISCELLANEOUS HANDOUTS: Student Education Enrollment Data Report-September; Coalition for Adequate Funding of Special Education (CAFSE) Priorities for 2008-2009; 2008-2009 SGC/DOSE Meeting Dates Calendar; SB 1446 – High School Exit Examination: Pupils with Disabilities Bill Status, History, and Text.

Janet Jones, Chairperson
Superintendents Governance Committee

Marilyn Rankin, Chief Administrative Officer
Superintendents Governance Committee