



San Mateo
County
SELPA

Special Education Local Plan Area

San Mateo County Office of Education • 101 Twin Dolphin Drive • Redwood City, CA 94065-1064 • (650) 802-5464 • Fax (650) 802-5474

SAN MATEO COUNTY SELPA GOVERNING BOARD

SELPA Governing Board
Tuesday, March 20, 2018
9:00 a.m. – 11:00 a.m.

San Mateo County Office of Education
101 Twin Dolphin Drive
Redwood City, CA 94065
Arroyo & Butano Rooms

MINUTES

1. CALL TO ORDER

Board Member Polito, Chair of the Board, called the meeting to order at 9:07 a.m.

2. ROLL CALL

Board Members Beth Polito, Anne Campbell, John Baker, Joan Rosas, Kevin Skelly, and Audra Pittman were present. Board Members Amy Wooliever and Maggie MacIsaac arrived at 9:15 and 9:55 a.m. respectively.

3. PERSONS WISHING TO ADDRESS THE BOARD

There were no comments from the audience.

4. CONSENT AGENDA

Information concerning the consent items listed below was sent to each Board Member prior to the meeting for their review. The items are approved as one action item. If there is a question or concern regarding a particular item from a Board Member or a member of the audience, that item may be withdrawn from the Consent Agenda.

4.1 Approval of Agenda for March 20, 2018

4.2 Approval of Minutes for December 19, 2017

4.3 SELPA Governing Board Membership Representatives for 2017-19

Senior SELPA Administrator stated that she was providing the membership list because three members' terms will end this year and that the Board needs to decide in May if they would like to re-nominate or replace them by another superintendent from a similar demographic area. She also stated that the names of the tentative candidates are nominated by the San Mateo County Superintendents' Association and that there are no restrictions as to how many times a candidate can serve.

Board Member Polito called for a motion to approve the consent agenda as presented. Board Member Campbell made a motion to approve the agenda as presented; Board Member Rosas seconded. Board Members Polito, Campbell, Baker, Rosas, Skelly and Pittman voted in favor; none opposed. Board Members Wooliever and MacIsaac were not present at the time of the vote.

5. ACTION ITEMS

5.1 Resolution – Autism Awareness Month April 2018

Every year April is Autism Awareness Month, but since we have not held meetings in March, we couldn't include the resolution on time. This year SMCOE and the Superintendent of Schools are adopting a resolution in honor of Autism Awareness Month. Therefore, it seems appropriate that San Mateo County SELPA does the same. The Senior SELPA Administrator prepared a

Participating LEAs: Bayshore School District, Belmont-Redwood Shores School District, Brisbane School District, Burlingame School District, Cabrillo Unified School District, Connect Community Charter School, Design Tech High School, Everest Charter High School, Hillsborough City School District, Jefferson School District, Jefferson Union High School District, KIPP Valiant Charter, La Honda-Pescadero Unified School District, Las Lomas School District, Menlo Park City School District, Millbrae School District, Pacifica School District, Portola Valley School District, Ravenswood City School District, Redwood City School District, San Bruno Park School District, San Carlos Charter Learning Center, San Carlos School District, San Mateo-Foster City School District, San Mateo County Office of Education, San Mateo Union High School District, Sequoia Union High School District, South San Francisco Unified School District, Summit Preparatory Charter High School, Woodside School District.



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resolution for the Board to adopt it and she also sent the resolution to all the districts so that they consider forwarding it to their governing boards for adoption and since it is purely optional. This is very appropriate because we serve a large number of students with autism in San Mateo County. The COE communications officer will come up with some ideas for newsletters, articles, etc. to share with districts that they can send to teachers and parents.

Board Member Rosas made a motion to approve the adoption of the Resolution of Autism Awareness Month; Board Member Polito seconded. Board Members Polito, Campbell, Baker, Rosas, Skelly and Pittman voted in favor; none opposed. Board Members Wooliever and MacIsaac were not present at the time of the vote.

6. **REPORTS**

6.1 **Update on SELPA Goals for 2017-18**

The Senior SELPA Administrator stated that since the end of the school year is approaching, she wanted to provide the Board with an update of the goals for the current year so that they're not getting the final update and doing the evaluation on the same day. She stated that the only two things pending are budget planning and over site training which we'll be working on at the next Administrators Council meeting. The interagency agreements were started in March and will be done in June. Overall we have accomplished most of the goal items and we anticipate all will be completed soon.

6.2 **Update on Mental Health School Engagement Services**

The Senior SELPA Administrator stated that the partnership with The Dooley Corporation has been so successful that the pilot that started with six students has now grown to 18. Out of the 18 students, 16 have increased their school attendance and school engagement has improved greatly. School personnel have reported a very positive change in the students' environment having their families, school staff, and the community involved to help restore relationships. The SELPA wants also to focus on chronic absenteeism and will be working on that in the future.

6.3 **High Cost Pool Allocation for 2016-17**

The Senior SELPA Administrator stated that for the last two years the SELPA set aside \$3 million for the High Cost Pool and we expend those dollars in the year after the close of that prior fiscal year. This year is the first year in which we outpaced the funds limit so we used a proration factor of 0.80 to fund all approved applications, funds which were journal transferred on March 15, 2018. Some districts like Menlo Park, Portola Valley, and some of the charter schools didn't have high cost students so they didn't apply for the funds because of their internal programming. The other costs that are not included in the High Cost Pool are students who are in residential placements and are receiving mental health services because those costs are paid by the SELPA out of the mental health funds. District CBOs have been advocating for a lower threshold so we'll start a conversation about this matter soon.

6.4 **Update on Compliance Monitoring Activities**

Participating LEAs: Bayshore School District, Belmont-Redwood Shores School District, Brisbane School District, Burlingame School District, Cabrillo Unified School District, Connect Community Charter School, Design Tech High School, Everest Charter High School, Hillsborough City School District, Jefferson School District, Jefferson Union High School District, KIPP Valiant Charter, La Honda-Pescadero Unified School District, Las Lomas School District, Menlo Park City School District, Millbrae School District, Pacifica School District, Portola Valley School District, Ravenswood City School District, Redwood City School District, San Bruno Park School District, San Carlos Charter Learning Center, San Carlos School District, San Mateo-Foster City School District, San Mateo County Office of Education, San Mateo Union High School District, Sequoia Union High School District, South San Francisco Unified School District, Summit Preparatory Charter High School, Woodside School District.



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The Senior SELPA Administrator stated that the number of monitoring compliance activities has increased dramatically and SELPA staff has been attending lots of meetings to help districts with their compliance concerns. Two charts were presented to demonstrate that there have been substantial improvements in the number of errors at both the December and June reporting dates over the past six-year period, but that also there was a slight increase in the number of overdue IEPs by LEAs. The goals for compliance in these areas is 100% and the SELPA has learned that part of the problem is that there has been changes in staff, lack of staff, and lack of appropriate training for new or inexperienced staff members. SELPA has been providing trainings throughout the year to help improve this situation.

7. UPDATES

7.1 Senior SELPA Administrator's Update

The Senior SELPA Administrator provided an update of the several projects she is currently working on.

7.2 Board Member Comments

There were no comments from the Board.

7.3 County Superintendent's Report

Anne Campbell, County Superintendent of Schools, provided an update of all SMCOE programs/events.

8. SPOTLIGHT PRESENTATION – South San Francisco Unified School District

Diana Barillas, Erika Alexander and Liz Kvarna from the South San Francisco Unified School District gave a presentation about their innovative and successful program which supports youth learning self-regulation. They also covered issues related to co-teaching with educational specialists and general education staff.

9. ADJOURNMENT

Board Member Polito called for a motion to adjourn the meeting. Board Member Rosas made a motion to adjourn the meeting and Board Member Polito seconded. Board Members Polito, Campbell, Baker, Rosas, Skelly, Pittman, Wooliever and MacIsaac voted in favor; none opposed. The meeting was adjourned at 10:21 a.m.

Next SELPA Governing Board Meeting – March 20, 2018

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