SAN MATEO COUNTY SELPA GOVERNING BOARD

SELPA Governing Board
Tuesday, June 16, 2020
9:00 a.m. – 11:00 a.m.

SAN MATEO COUNTY SELPA GOVERNING BOARD

MINUTES

1. CALL TO ORDER
   Board Member Michael Milliken, Chair of the Board, called the meeting to order at 9:04 a.m.

2. ROLL CALL
   Board Member Michael Milliken stated an informal roll call was going to be taken. All Board Members were present except Board Member Terry Deloria who was confirmed absent at the meeting.

3. APPROVAL OF AGENDA AND 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is a question or concern regarding a particular item from a Board Member or a member of the audience, that item may be withdrawn from the Consent Agenda.

   3.1 Approval of Agenda for June 16, 2020
   3.2 Approval of Minutes from May 12, 2020
   3.3 Interagency Agreement: Early Start/Head Start
   3.4 Interagency Agreement: Golden Gate Regional Center
   3.5 Memorandum of Understanding: Charles Armstrong
   3.6 Accept SELPA Goals for 2020-2021

   Board Member Michael Milliken called for a motion to approve the agenda and consent agenda as presented. Board Member Nancy Magee made a motion to approve the agenda and the consent agenda as presented and Board Member Shawnterra Moore seconded. Board Members Ronan Collver, Nancy Magee, Michael Milliken, Heather Olsen, Louann Carlomagno, Shawnterra Moore and Audra Pittman voted in favor; none opposed. Board Member Terry Deloria was absent.

4. PERSONS WISHING TO ADDRESS THE BOARD
   Anyone wishing to address the Board on non-agenda items may do so at this time. Please use the raise your hand function to indicate interest in making a comment to the board and the agenda or non-agenda topic to which you would like to speak. Attempts will be made to ensure interested persons have the opportunity to engage in public comment. Individual speakers shall be allowed three minutes to address the Board on any agenda or non-agenda item, unless there are a large amount of public comment requests, in which case public comments may be limited at the discretion of the Chair.

   SELPA Associate Superintendent stated that she and her assistant, Lilian Flores, did not receive any emails or chat messages for public comment as of 6/16/20 at 9:04 a.m. Hearing that no comments were received, Board Member Michael Milliken, moved to the next agenda item.
5. **WELCOME AND GRATITUDE TO SELPA GOVERNING BOARD MEMBERS**

Anjanette Pelletier, SELPA Associate Superintendent, stated that there were two departing Board Members this year; Michael Milliken, Chair of the Board, and Audra Pittman, who served several terms with the SELPA Board. Ms. Pelletier expressed gratitude for their service and support in helping special education students during their tenures and stated that SELPA presents departing Board Members with an award, but that due to the current circumstances, and when the situation gets better, she’ll make sure they will receive them.

Ms. Pelletier also welcome new Board Members, Superintendent Sean McPhetridge from Cabrillo Unified School District and Superintendent Gina Sudaria from Ravenswood City School District.

6. **ACTION ITEMS**


The SELPA Associate Superintendent stated that at the last meeting in June, she presented the draft budget allocation plan for 2020-2021, which is updated annually. The document typically presents minor changes and includes fiscal studies for the allocation of funds for the new school year. In this year’s budget, she highlighted three important changes: 1) High Cost Pool – funds have been decreasing in the last two years, but this year SELPA recommends sending out PY ADA 18-19 ($2M) and 19-20 ($1M) amounts to districts due to COVID-19 and amount for 20-21 ($1M) will follow the regular process. 2) ERMHS funds for 19-20 – SELPA recommends taking advantage of the Budget Act language and reserve remaining ERMHS state funds to be sent to LEAs directly to offset 19-20 or 20-21 expenditures on allowable items, which will now include behavioral services and prevention/early intervention support and services. In addition, shift permanently to 75% of state funding to go to LEAs to support local programming and at the end of the year allow BHRS and SELPA activities to be funded (Infant Program, Court Schools, Special Olympics, and Continued Pre-K funding).

In addition, SELPA recommends adding a section to outline a process for new LEA members (charter schools) to receive appropriate funding based on ADA funds. The SELPA Associate Superintendent will provide information on the fiscal impact this recommendation will have on the budget at the October meeting.

Board Member Michael Milliken called for a motion to accept the Budget Allocation Plan 20-21 and Adjustments to 18-19 and 19-20 Fund Balance Allocations as presented. Board Member Louann Carломagno made a motion to accept the Budget Allocation Plan and Adjustments to Fund Balance Allocations as presented; Board Member Heather Olsen seconded. Board Members Ronan Collver, Nancy Magee, Michael Milliken, Heather Olsen, Louann Carломagno, Shawnterra Moore, and Audra Pittman voted yes. Board Member Terry Deloria was absent. Motion passed.

6.2 **Adopt Resolution Approving 2020-2023 Local Plan**

The SELPA Associate Superintendent stated the SELPA Local Plan underwent a transition to the mandated CDE template and every SELPA in California is working on submitting the document to the CDE by June 30, 2020 using the new template. The new template requires that we submit the...
Annual Budget and Annual Service Plans annually and in our local plan we are including a new LEA member, Kipp Esperanza Charter School.

The SELPA Governing Board must adopt a resolution adopting this Local Plan and then SELPA will send to all LEAs a supporting resolution to be passed at the local level adopting the Local Plan as well. CDE is requesting that Resolutions and the Local Plan be submitted by June 30, 2020.

Board Member Michael Milliken called for a motion to adopt the Resolution Approving the 2020-2023 Local Plan; Board Member Audra Pittman made a motion to adopt the resolution and Board Member Shawnterra Moore seconded. Board Members Ronan Collver, Nancy Magee, Michael Milliken, Heather Olsen, Louann Carломagno, Shawnterra Moore, and Audra Pittman voted yes. Board Member Terry Deloria was absent. Motion passed.

6.3 Elect Chair and Vice Chair for 2020-2021

The SELPA Associate Superintendent stated that in compliance to Section IV of the SELPA Governing Board By-Laws, the SELPA Governing Board must elect a Chair and Vice Chair annually. Board Member Michael Milliken asked Board Members for nominations.

Board Member Michael Milliken nominated Board Member Louann Carломagno as Chair of the Board and Board Member Ronan Collver to continue his current role of Vice Chair. Board Member Michael Milliken made a motion to nominate Board Members Louann Carломagno as Chair and Ronan Collver as Vice Chair of the Board; Board Member Audra Pittman seconded.

Board Members Ronan Collver, Nancy Magee, Michael Milliken, Heather Olsen, Louann Carломagno, Shawnterra Moore, and Audra Pittman voted yes. Board Member Terry Deloria was absent. Motion passed.

7. UPDATES

7.1 Update on Compliance Monitoring Activities

The SELPA Associate Superintendent stated that Natasha King, SELPA Manager, and Mary Yung, SELPA Coordinator have been working on the Compliance Monitoring Activities reviewed during the May Board meeting.

SELPA has aligned CCEIS/Significant Disproportionality work with TA facilitators providing technical assistance and continuity of support to LEAs. Work has been significant in the past months with the SELPA/TA facilitators attending virtual meetings; creating checklists for LEAs; communicating process requirements; and gathering completed required documentation. LEAs are completing Phase II parts of the CCEIS progress with the assistance of the SELPA/TA facilitator team. SELPA will meet with the CDE FMTA representative on June 19th to update them on each LEA’s progress toward CCEIS plan development.

The 2018-2019 PIR updates were due to SELPA by June 15th for review prior to CDE submission on June 30th. Three LEAs are continuing to make progress toward completion of updates, and 7 LEAs are still requiring extensive support from SELPA to complete. The collaboration at the district
Special Education Local Plan Area

level is still hard, but we are working hard to ensure that communications and collaborations are streamlined, accurate, and more focused to help the process run smoothly and in a timely manner.

7.2 **Update on Activities of Community Advisory Committee – Resource Parent Council**
Karen Breslow, SELPA Coordinator, gave an update of the activities and meetings that happened at the LEA level for Resource Parent Council. Unfortunately, due to COVID-19 and SIP orders, some of these activities had to be postponed. Board Member Michael Milliken asked Ms. Breslow if there has been an increase in participation from parents in the Resource Parent Council in the past months. Ms. Breslow stated that indeed there has been an increase in parent participation and district/school staff and administrators as well. Board Member Nancy Magee asked Ms. Breslow what the plan is after the SIP orders are lifted regarding access to meetings; Ms. Breslow stated that she has been using this platform before the SIP orders, but that at this time, people are taking advantage of this option more than before. She has been archiving the meetings in the SELPA website and will offer both, in person and virtual meetings, to parents for easy access.

7.3 **SELPA Update**
The SELPA Associate Superintendent provided an update of the activities she and her staff have been working on and thanked SMCOE Superintendent and SELPA Board Member Nancy Magee for approving the move from Mary Yung from the District Improvement Program to SELPA. Mary is a great addition to the SELPA team and will officially join SELPA as July 1, 2020.

7.4 **Board Member Comments**
Board Member Michael Milliken, in the name of the SELPA Board Members, thanked the SELPA Associate Superintendent and her staff for all their hard work and assistance they have provided to all LEAs during the pandemic and through all the new adjustments that have been made to special education during this difficult time.

7.5 **County Superintendent's Report**
Board Member Nancy Magee, County Superintendent of Schools, provided an update of SMCOE programs events and activities. She also thanked the SELPA Associate Superintendent for her assistance and leadership during this challenging school year. Ms. Magee also thanked Board Member Michael Milliken for his partnership and leadership and wished all Board Members a good year ahead and thanked them for what they have done for the county and all the students.

8. **CLOSED SESSION – Employee Evaluation**
Board Member Michael Milliken adjourned the regular open session at 10:02 a.m. He stated that there will be a closed session to perform the second and final part of the SELPA Associate Superintendent’s evaluation so the Board will reconvene after the session is over in about half an hour and report out.

Board Member Michel Milliken opened the floor to regular session at 10:35 a.m. He stated the evaluation was a success and thanked all Board Members for their input. Board Member Nancy Magee will retain final version of the SELPA Associate Superintendent’s evaluation.

10. ADJOURNMENT
Board Member Michael Milliken adjourned the meeting at 10:37 a.m.

Next SELPA Governing Board Meeting – October 13, 2020