

# SUPERINTENDENTS GOVERNANCE COMMITTEE

## TULARE COUNTY MASTER PLAN FOR SPECIAL EDUCATION

### MINUTES

February 24, 2009

The Superintendent's Governance Committee met on Tuesday, February 24, 2009, in the Board Room of the Tulare County Office of Education.

**MEMBERS PRESENT:** **Howard Berger**, Superintendent, Tulare Joint Union High; **Stan Carrizosa**, Superintendent, Visalia Unified; **David DePaoli**, Superintendent, Strathmore Union Elementary; **Tim Hire**, Superintendent, Woodlake Union; **Dr. Carolyn Kehrli**, Superintendent, Cutler-Orosi Unified; **Janet Jones**, Superintendent, Farmersville Unified; **Janet Kliegl**, Superintendent, Lindsay Unified; **Jerry Sessions**, Superintendent, Dinuba Unified; **Sue Sherwood**, Superintendent, Three Rivers Union Elementary; **Dr. Marcella Smith**, Superintendent, Earlimart Elementary; **Jim Vidak**, County Superintendent, Tulare County; **Renée Whitson**, Superintendent, Exeter Union; **Dr. Marilyn Rankin**, Assistant Superintendent/SELPA Administrator, Tulare County.

**MEMBERS ABSENT:** **John Beck**, Superintendent, Tulare City Elementary; **Dr. John Snavelly**, Superintendent, Porterville Unified; **Dr. Gary Mekeel**, Superintendent, Burton Elementary.

**OTHERS PRESENT:** LINDSAY UNIFIED: **Suzzane Terrill**, DOSE Representative to SGC; TIPTON ELEMENTARY: **Michael Salcido**, Superintendent; TULARE COUNTY OFFICE OF EDUCATION: **Patty Blaswich**, Director, Internal Business; **Norma Erwin**, Parent Liaison, **Kaye van Gilluwe**, Administrator, Student Support Services; VISALIA UNIFIED: **Jody Magill-Rivera**, Head Psychologist.

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

**INTRODUCTIONS:** Janet Jones, Chairperson, introduced visiting superintendent, Michael Salcido, Superintendent, Tipton Elementary. Mike indicated that he really became aware of the special education needs in his district when four students were diagnosed on the autism spectrum. He commended the TCOE staff for assisting with services to these students and thanked the superintendents for the invitation to the SGC meeting.

**REVIEW OF SGC PACKET:** Dr. Marilyn Rankin reviewed the Superintendent's Governance Committee agenda packet with the Superintendents. Items included were:

- CASEMIS Special Education Enrollment Data – February – Marilyn indicated this report is a key to identifying staff resources for special education are being used. It is also a tool to identifying the special education philosophy of a district by looking at ages and disabilities of the special education students within a district. There was discussion on the trend over the years toward including higher functioning students diagnosed with mental retardation in district programs. District data is reflective of this trend.
- Letter to Congress expressing concern regarding Special Education State Performance Plan/Annual Performance Report (SPP/APR) – Marilyn indicated this letter is being sent to representatives in Congress as a result of the SGC's desire to express concern regarding the redundancy of reporting data as outlined in the State Performance Plan. It is noted in

the letter much of the data collected by the SPP/APR is duplicative, not required by IDEA or lacks consistency.

- Nominations for CAC Recognition Letter – Marilyn turned the floor over to Norma Erwin, Parent Liaison, who indicated this letter has been presented to DOSE, and the CAC is seeking nominations from districts of teachers, organizations and students worthy of recognition at the Annual CAC luncheon on May 14, 2009.

**GUEST PRESENTER: Jody Magill-Rivera, Head Psychologist, Visalia Unified, gave the Superintendents an update of the Mental Health Ad Hoc Committee and the Prevention and Early Intervention (PEI) subcommittee.** The committee has been working for the past 18 months on the development of input into the Tulare County PEI Plan. The 30-day comment period for the proposed PEI Plan is up this week. Jody gave the superintendents a brief overview of PEI Plan and noted the focus of the committee's comments is on Project 2 – Children at Risk of School Failure. The proposed plan does not specify a model for the K-3 Early intervention program. The purpose of the committee's works was to come up with a program recommendation that was evidence-based, could be easily implemented, was cost effective, and could build on infrastructure already in place at most school sites. The committee's consensus was to recommend utilization of the Primary Intervention Program Model (PIP). Jody presented to the superintendents a draft letter to Tulare County MHSA for presentation during the public comment period. The letter recommends reducing the funding related to the Preschool Expulsion Reduction Program as it is felt another task force does not need to be funded, and that there is a need to develop a baseline to determine if Tulare County even has a need for funding of such a program. The letter also addresses the need to identify the specific PIP model, specify the delivery of services through the school system with referral to mental health as needed, and to revise the number of children served. It is projected that 10,000 Tulare County children would receive indirect services through screening, with at least 1,300 students receiving direct services. ***A motion was made by Renee Whitson and seconded by Stan Carrizosa to approve the draft letter to be sent to Tulare County MHSA as presented. The motion carried unanimously.***

**APPROVAL OF MINUTES:** Minutes from the November 25, 2008 Superintendent's Governance Committee Meeting were presented for approval. ***A motion was made by Stan Carrizosa and seconded by Sue Sherwood to approve the minutes as presented. The motion carried unanimously.***

**ENROLLMENT INFORMATION FOR SEVERELY HANDICAPPED PROGRAMS:**

Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, provided information regarding county operated SH classrooms as follows:

- 5-year history for the number of SH students served – while the trend shows the number of students enrolled in TCOE SH classrooms decreasing, it was noted that costs for operating this program are not following as quickly as many students in these programs are profoundly handicapped and require much direct service and specialized equipment to attend school. There was clarification of how eligibility is determined for the SH Program. While the IQ baseline is generally below 60, this is not the only determinant. Both the district psychologists and TCOE staff look at the student's functional assessment to determine eligibility. Primarily students have a diagnosis of mental retardation (MR) and are much lower functioning than those students enrolled in district programs.

- Student to teacher ratio in SH classrooms—Current Student to Teacher Ratio is 11.9 to 1.
- Ratio of instructional assistants and staff to students in SH classrooms – Current Student to Total Staff Ratio is 3.9 to 1 which is likely much higher than that seen in districts again due to the extreme fragile nature of most students in TCOE operated programs.
- Number and percentage of SH students from each district served in SH classrooms operated by TCOE – It was noted that if the percentage of SH Students in a district is high, there may also be a high concentration of group homes located within that district.

There was an interest expressed in seeing the history of staff ratios in comparison to the student enrollment for the past five years.

**PRESCHOOL FUNDING UPDATE:** Patty Blaswich, Director, Internal Business, presented the superintendents with the 2008-2009 Preschool allocations and the expenditures through January 28, 2009. Overall, the districts receiving preschool funding are 35.43% spent. Patty indicated most districts are right where they should be for this time of year.

**DOSE REPORT:** Suzzane Terrill, representative from the Directors of Special Education Committee to the Superintendents Governance Committee, reported on the December DOSE meeting (*See December 2, 2008 minutes*).

### **PROPOSED 2009-2010 SUPERINTENDENTS GOVERNANCE COMMITTEE**

**MEETING DATES:** Janet Jones, Chairperson, presented the proposed 2009-2010 superintendents governance committee meeting dates for review and comment. There was a need to change the January 26, 2010, meeting due to the date of the ACSA Superintendent's Symposium. The superintendents agreed they would still like to have a January meeting, and recommended the date be changed to January 19, 2010.

***A motion was made by Janet Kliegl and seconded by Sue Sherwood to approve the dates of the 2009-2010 SGC meetings as presented with the exception of changing the January meeting to January 19, 2010. The motion carried unanimously.***

### **RESOLUTION APPROVING BEHAVIORAL INTERVENTION PLANS (HUGHES**

**BILL) MANDATED COST CLAIM SETTLEMENT:** Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, reviewed with the superintendents the resolution approving the behavioral intervention plans (Hughes Bill) mandated cost claim settlement for the SELPA and the agreement to waive future claims. ***A motion was made by Janet Kliegl and seconded by Dr. Carolyn Kehrlie to approve the resolution as presented and authorize the SELPA Administrator to sign and return the original waiver to the California Schools Boards Association (CSBA). The motion carried unanimously.***

**SELPA ANNUAL BUDGET AND SERVICE PLAN:** Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, reviewed the SELPA Annual Budget and Service Plan with the superintendents. AB 602 and *Education Code (EC)* Section 56205 require each SELPA local plan to develop/update annually a budget plan component and a service plan component. The completion of the process will be documented by evidence that a SELPA level public hearing has been held to adopt the Annual Budget Plan and the Annual Service Plan. This public hearing will take place at the Tulare County Board meeting to be held on March 11, 2009. ***A motion was made by Stan Carrizosa and seconded by David Depaoli to approve the 2008-2009 Annual Budget and Service Plan as presented. The motion carried unanimously.***

**SELPA POLICY #3020 – PROGRAM FOR CAREER AND VOCATIONAL DEVELOPMENT (SECOND READING):**

Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, presented revised SELPA Policy #3020 to the superintendents for a second reading. Revision was needed to bring the language in the local policy in line with the requirements under the Individuals with Disabilities Education Act (IDEA). The policy will next be presented to the County Board for a first and second reading and approval. ***A motion was made by Sue Sherwood and seconded by Tim Hire to approve SELPA Policy #3020 as revised. The motion carried unanimously.***

**ANNOUNCEMENT–CAC LUNCHEON–SAVE THE DATE!:**

Janet Jones, Chairperson, reminded the superintendents to save the date for joint luncheon of the Community Advisory Committee, Superintendents Governance Committee, and Directors of Special Education Committee. The luncheon will be on **Thursday, May 14, 2009, at 12:00 noon at the Holiday Inn, Visalia.**

**NEXT MEETING:**

The next meeting of the Superintendents Governance Committee will be held Tuesday, March 24, 2009, from 12 Noon to 2:00 p.m. in the Board Room of the Tulare County Office of Education. Agenda items will include Recertification of AB 602 for 2007-2008, P-1 Certification of AB 602 for 2008-2009, Special Education Allocations for 2009-2010, Program Specialists Funds for 2009-2010, Preschool Allocations for 2009-2010, Annual Out of Home Care Facilities List, SGC Membership – Small School District Representatives. It was also noted that the superintendents would like included an update on the Federal Stimulus package.

**HANDOUTS:**

**AGENDA ITEM HANDOUTS:** Brief Overview of Proposed Tulare County PEI Plan; Draft Letter to Tulare County MHSA with Proposed Changes to PEI Plan; Draft minutes of the November 25, 2008 Superintendent's Governance Committee meeting; Special Education Severely Handicapped Enrollment Graph with 5-Year Trend; Staffing in TCOE Programs for the Severely Handicapped 2008-2009 including Student to Teacher Ratio, Student to FTE Instructional Assistant Ratio, and Student to Total Staff Ratio; District SH Residence Ratio by District; 2008-2009 Preschool Allocations with Carry-Over including Amounts and Percentage Expended through January 28, 2009; Proposed Superintendents Governance Committee Meetings for 2009-2010; Resolution for Tulare County/District SELPA for Approval of Behavioral Intervention Plans (Hughes Bill) Mandated Cost Claim Settlement and Agreement to Waive Future Claims; Original Behavioral Intervention Plans Mandated Cost Claim Settlement Waiver; 2008-2009 Annual Budget Plan; Tulare County/District SELPA Policy #3020 – Program for Career and Vocational Development (second reading).

**MISCELLANEOUS HANDOUTS:**

CASEMIS Special Education Enrollment Data – February; Letter to Congress expressing concern regarding Special Education State Performance Plan/Annual Performance Report (SPP/APR); Nominations for CAC Recognition Letter.

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Janet Jones, Chairperson  
Superintendents Governance Committee

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Marilyn Rankin, Chief Administrative Officer  
Superintendents Governance Committee