

SUPERINTENDENTS GOVERNANCE COMMITTEE

TULARE COUNTY MASTER PLAN FOR SPECIAL EDUCATION

MINUTES

November 17, 2009

The Superintendent's Governance Committee met on Tuesday, November 17, 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; **Luis Castellanoz**, Superintendent, Tulare City Elementary; **Dr. Joe Hernandez**, Superintendent, Dinuba Unified; **Tim Hire**, Superintendent, Woodlake Union; **Janet Jones**, Superintendent, Farmersville Unified; **Dr. Carolyn Kehrli**, Superintendent, Cutler-Orosi Unified; **Janet Kliegl**, Superintendent, Lindsay Unified; **Dr. Marcella Smith**, Superintendent, Earlimart Elementary; **Sue Sherwood**, Superintendent, Three Rivers Union Elementary; **Jim Vidak**, County Superintendent, Tulare County; **Renée Whitson**, Superintendent, Exeter Union; and **Dr. Marilyn Rankin**, Assistant Superintendent/SELPA Administrator, Tulare County.

MEMBERS ABSENT: **Dr. Gary Mekeel**, Superintendent, Burton Elementary; **Terri Rufert**, Superintendent, Sundale Union Elementary; and **Dr. John Snavely**, Superintendent, Porterville Unified.

OTHERS PRESENT: **SUNNYSIDE UNION ELEMENTARY:** **Steve Tsuboi**, Superintendent; **TULARE CITY ELEMENTARY:** **Joyce Nunes**, DOSE Representative to SGC; **TULARE COUNTY OFFICE OF EDUCATION:** **Patty Blaswich**, Director, Internal Business Services, **Norma Erwin**, Parent Liaison; and **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, indicated there were two guest superintendents invited to the meeting. Frank H. Betry, Superintendent, Terra Bella Union School District was unable to attend. Steve Tsuboi, Superintendent, Sunnyside Union Elementary School District shared that his district has 420 ADA which includes K-8 and preschool. The district receives special education services through the County Office which includes a full-time Special Education teacher and aide as well as a Psychologist and a Speech and Language Specialist for one-half days per week. Steve is pleased with the services provided.

REVIEW OF SGC PACKET: Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, reviewed the Superintendent's Governance Committee agenda packet with the superintendents. Items included were:

- CASEMIS Special Education Enrollment Data – November – Marilyn indicated the report is a quick view of trends and the philosophy utilized in each district. Later in the agenda, additional information will be provided on related services.
- Marilyn reviewed key items discussed at the November meeting of State SELPA Administrators. Tulare County was highlighted in several discussions including the legal settlement involving emails not being educational records. The California School for the Blind gave a presentation and complimented Tulare County for their program. The

presentation on Rtl praised Dinuba Unified for being one of the first districts to have a fully implemented program in place. Marilyn indicated AB167 was chaptered on October 11th. This legislation deals with the high school graduation requirements for foster youth. School districts are now required to exempt a pupil in foster care from all coursework and other requirements adopted by the governing board of the district that are in addition to the statewide coursework requirements for graduation.

GUEST PRESENTERS:

Norma Erwin, Parent Liaison, presented the 2010 CAC “Meeting Challenges with Technology” Calendar. As part of the presentation she introduced parents Filomena Rocha and Candice O’Dell who both have children featured in the calendar. Norma indicated the calendars are available and will be distributed to the Directors at their next meeting. She also introduced Xay Xiong, Special Services Technology Manager, who oversees the assistive technology program. He introduced the Assistive Technology Specialists, Mike Aulds, Rob Chism, and Jesse Ruiz, and indicated the graphic designer for the calendar was Leslie Berry. Xay gave a brief presentation of the assistive technology available to students in the County which includes a wide range of equipment to assist with computer access, learning/studying, motor skills, communication, sensory skills, mobility, and activities of daily living. Marilyn shared the success story of Candice O’Dell’s son and how assistive technology has enabled him to excel. He has been ASB Vice President at Woodlake Valley Middle School. Tim Hire, Superintendent, Woodlake Union, indicated the district is proud of this student’s accomplishments in the Woodlake district.

Kay van Gilluwe, Administrator, Student Support Services, gave a presentation on occupational therapy and physical therapy best practices for effective school-based practices. Kaye indicated the goal is to move away from direct services and toward consultation service for the classroom teacher. The new model will enable all students to benefit from the strategies and interventions of the OT/PT therapists. Sensory integration and handwriting are not effective use of OT staff. Kaye presented sample OT/PT goals and noted that these same goals can be covered during normal classroom instruction with consultation from the OT/PT. This information will be presented to the Directors for integration into district programs. Educational OT/PT is necessary only for student to be able to access the core curriculum. When OT/PT is ordered by a doctor, it is medical necessary not educational, and the school is not required to provide the service.

APPROVAL OF MINUTES: Minutes from the October 27, 2009 Superintendent’s Governance Committee Meeting were presented for approval.

A motion was made by Janet Kliegl and seconded by Sue Sherwood to approve the minutes as presented. The motion carried unanimously.

CASEMIS REPORT: Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, reviewed the definition of related services per California Ed Code 56363. The superintendents were presented with a spreadsheet showing percentage of related services by disability. Related services included adaptive PE, speech and language, occupational therapy, and physical therapy. Embedding these services into the curriculum provides the student with a larger amount of service time and becomes a meaningful part of the student’s regular day.

DOSE REPORT: Joyce Nunes, representative from the Directors of Special Education Committee to the Superintendent's Governance Committee, reported on the November DOSE meeting (*See November 2, 2009 minutes*). Key items discussed outside the items covered at SGC were Medi-Cal services and the new CAHSEE requirements for special education students. Previous students that did not graduate with a diploma only because they did not pass the CAHSEE may now be brought back into district programs and graduate with a diploma if they have met all other requirements for graduation.

LEGAL FEES AD HOC COMMITTEE MEETING REPORT AND LEGAL UPDATE:

Sue Sherwood, Legal Fees Ad Hoc Committee, reported that the committee met prior to the regular meeting to discuss SELPA Policy #2520 – Special Education Litigation and Due Process Hearing Costs. The committee recommended that the “per year” requirement be removed from the policy language for application of the deductible. This would assist districts who might have a due process filing that crosses fiscal years. The per filing language for the deductible will remain. The policy containing the cross-out will be brought back to the superintendent at the next meeting for a final reading and approval prior to going to the County Board for adoption.

SELPA EXPENDITURES/REVENUES FOR 2008-2009:

Patty Blaswich, Director, Internal Business Services, and Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, presented several exhibits which summarized the SELPA Expenditures and Revenues for 2008-2009. The trend continues with more money going to districts. Patty indicated there is \$2.2M ending balance in 65000 for 2008-2009. If this amount holds upon recertification in March, the balance will be distributed to districts based on ADA as a one-time amount. Marilyn reviewed the prior year comparison and brought attention to the cost of LH services per student. The district cost per pupil is greater than direct service districts where services are provided by TCOE.

USES OF ARRA STIMULUS FUNDS:

Janet Jones, Chairperson, opened discussion to the superintendents on uses for the ARRA stimulus funds. Stan Carrizosa, Superintendent, Visalia Unified, asked the superintendents to share how each district is utilizing the funds. Uses include:

- Read 180 (Reading Intervention Program)
- Two special education teachers pulled to provide staff development to regular classroom teachers on eligibility criteria and intervention practices
- Addition of counseling staff and curriculum coaches
- Addition of intervention specialists
- Addition of outreach consultant and psychologist
- Purchase of supplies, instructional materials and added clerical staff

The superintendents were also provided with the LEA Application to be used for equipment purchases greater than \$5,000 which requires approval from CDE when utilizing Part B IDEA ARRA funds.

PRESCHOOL TRANSPORTATION: At the request of the superintendents at the last meeting, Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, researched SELPA policies and state and federal guidelines with regard to preschool transportation. Policies vary but the consensus is that transportation is not provided to preschoolers unless they are medically fragile and attend a center-based program, and generally not for DIS services only. Student Transportation of America utilizes safety vests for the younger students. Federal and state laws only reference recommended procedures and equipment.

SCHOOL SITE STAFF HANDBOOK FOR SPECIAL EDUCATION: Dr. Marilyn Rankin, Assistant Superintendent, Special Services, and SELPA Administrator, discussed with the superintendents the purpose of the School Site Staff Handbook for Special Education and opened discussion on feedback as to the usefulness of the publication and the need to update. This handbook is intended to assist office staff with parent inquiries regarding special education and to assist other school staff to understand the rights of the handicapped given by federal and state law. While some superintendents were not familiar with the handbook, others felt that the document is a valuable tool and should be updated.

ADVANCED PLANNING: Janet Jones, Chairperson, requested from the superintendents agenda items for the January SGC meeting. The group agreed to cancel the January meeting scheduled for January 19, 2010.

NEXT MEETING: The next meeting will be held on Tuesday, February 23, 2010, at 12 noon in the Board Room of the Tulare County Office of Education.

HANDOUTS: AGENDA ITEM HANDOUTS: 2010 CAC Calendar – *“Meeting Challenges with Assistive Technology”*; Occupational Therapy and Physical Therapy Best Practices for Effective School-Based Practices; *“Who Gets more OT?”* Exhibit; Occupational Therapy Present Levels and Related Sample Goals; Physical Therapy Present Levels and Related Sample Goals; Draft minutes of the October 27, 2009 Superintendent’s Governance Committee meeting; Education Code 56363 – Definition of “Related Services”; Percentage of Related Services by District by Disability spreadsheet; 602 Expenses 2008-2009 Pie Chart; 602 Expenses 2008-2009 Bar Graph showing trend; 602 Revenue/Expenditure Comparison 2008/2009 versus 2007/2008 including Cost of LH Services per Student; Special Education Revenue & Expenditure 2008-09 Summary spreadsheet; Uses for Preschool ARRA Funds Summary from State SELPA Administrators; LEA Application for Equipment Purchase Greater than \$5,000 – Approval for Part B IDEA and ARRA Funds; Transporting Preschool Students Compendia from State SELPA Administrators; Transporting Preschool Students Summary of Laws and SELPA Policies; Tulare County/District SELPA School Site Staff Handbook for Special Education.

MISCELLANEOUS HANDOUTS: CASEMIS Special Education Enrollment Data – November.

Janet Jones, Chairperson
Superintendents Governance Committee

Marilyn Rankin, Chief Administrative Officer
Superintendents Governance Committee