



EL DORADO COUNTY CHARTER SELPA **Thursday, August 21, 2014**

Meeting held via conference call
on Thursday, August 21, 2014 at 10:00 a.m.

MINUTES - EXECUTIVE COMMITTEE MEETING

***Denotes Participation in the Conference Call**

EDCOE/Charter SELPA:

*Vicki L. Barber, Retired EDCOE Supt. of Schools
*David M. Toston, Executive Director
*Ginese Quann, Director
Heather Edwards, Esq., Girard & Edwards

*Francie Heim, EDCOE/Charter SELPA Consultant
*Lisa Donaldson, EDCOE Business Services
*Emi Johnson, Charter SELPA Consultant
*Kathleen Hall, Administrative Program Assistant

Executive Committee Members:

*Mary Searcy Bixby, Altus Institute
*Elise Darwish, ASPIRE Public Schools
Donn Harris, Oakland School for the Arts
Pat Hill, Mission View
Bill Batchelor, Livermore Valley
*Tim Wolf, San Diego Consortium
*LTC Richard Wallis, Oakland Military Institute
*Jean Hatch, Redding School of the Arts
Jonathan Dean, The O'Farrell Charter School
*Mike Tracy, Heritage

*Lynne Alipio, Altus Institute
Paula DeGroat, Lifeline Education
*Cindy Petersen, Gateway
Preston Smith, Rocketship
*Gia Truong, Envision Schools
Alejandra Velez, Alliance
Karin Marsolais, Preuss
Dawn Evenson, Santa Clarita Valley
Steve Gocke, Learn4Life
Phil Spears, Rocklin Academies

Guests: *Amy Lunch, Preuss; *Nikki Arvanitis, OMI; *Barbara Bates-Stokes, River Montessori; *Patricia Dougherty, APL; *Kerry Shuron, Rocklin Academies; *Julie Matoon, KIPP; *Kari Armendariz, Charter SELPA; *Nickie Stemple, Charter SELPA;

1. Charter SELPA Educationally Related Mental Health Services Funding

1.1 2013-14 ERMHS (Educationally Related Mental Health Services) Funding Update

We had not received all 2013-14 expenditure reports at the time of the August Executive Committee Meeting, but enough data was available to update the projected \$1.3 million shortfall. The good news is that the shortfall is anticipated to be \$400K less, or \$900,000. Attachment 1.1 outlined the issues and provided a recommendation for discussion and input on developing a September CEO Council approval agenda item.

Vicki reviewed Attachment 1.1 and noted the four recommendations to discuss. Charter SELPA leadership recommended Option 4 – a return of the unused portion of the \$7.50 rate reduction (estimated to be \$4.50) be returned based on 2013-14 ADA to 2014-15 Charter SELPA members, who were members in 2013-14. The calculation will not be finalized until March 2015. In February 2015, the 2013-14 special education rate is certified by CDE and a final deficit calculation determined. At that time, this deficit adjustment plus the mental health rate per ADA return will be calculated. Charters will account for this prior year adjustment as current year income.

After discussion, the Executive Committee affirmed the recommended Option 4 and it will be brought back to the full CEO Council for adoption at their September meeting.

1.2 2014-15 ERMHS – Allocation Plan Language

At the May CEO Council meeting, 2014-15 ERMHS funding guidelines/concepts were approved. Specific Allocation Plan language has been developed to reflect the May CEO Council language. CEO Executive Committee was asked to review the language in Attachment 1.2 to ensure it is consistent with the understanding of concepts approved by CEO Council in May 2014.

Vicki led a discussion about 2014-15 ERMHS Allocation Plan language parameters and reviewed Attachment 1.2. The intent of the Charter SELPA ERMHS Allocation Plan, as approved by CEO Council in May, 2014, is to provide a predictable funding stream for educationally related mental health services.

ERMHS guidelines have been developed by the Charter SELPA and include the Allocation Plan language as well as operational details such as program descriptions, allowable/unallowable expenditure detail, cash flow schedule, financial reporting elements and timelines, and sample budget request forms.

Budget requests are intended to establish the initial parameters for funding, final funding in all cases (Level 1, 2, 3) is based on year end expenditure reports, adjusted as appropriate for P-2 ADA, service counts, and other adjustments required by Allocation Plan language.

The Executive Committee confirmed that the Allocation Plan language included in Attachment 1.2 is consistent with the understanding of concepts approved by CEO Council in May, 2014. There are two outstanding issues for discussion in November:

- Use of \$120,000 in mental health funding for a SELPA-wide Behavior Specialist/Psychologist position;
- Approval of funding for ERMHS transportation costs under Level 1, 2, or 3. A review of budget requests for ERMHS reimbursement will be done in November and a determination made at that time regarding sufficiency of funding to approve transportation requests.

2. 2014-15 Special Education State Rate Funding – Potential Deficit

In 2013-14, there was a statewide 2.8% deficit applied to special education funding. The Charter SELPA Allocation Plan should have language to address potential deficits that may occur in 2014-15 and the future. CEO Executive Committee was asked to discuss and provide input to SELPA leadership on three potential solutions which were detailed in Attachment 2. If a recommendation is finalized, it will be placed on the September CEO Council meeting agenda for approval.

Francie reviewed the three options in detail. After discussion, Executive Committee preferred Option C, which stated that if the rate is higher than \$500, the books would be closed with the \$500 rate. When the increase is certified in February 2016, the increase (or portion) would be maintained in a rate “smoothing pool” for future deficit adjustments.

It was decided that all three options will be presented to CEO Council in September, noting that Executive Committee preferred Option C.

3. 2014-15 Legal Risk Pool

The risk pool will have an estimated \$245,000 in funding available in 2014-15, and a plan for disbursement of the funds is needed. Based on the uncertainty of funding, we are currently recommending to all members to NOT anticipate reimbursement from the legal risk pool in 2014-15. However, we should have sufficient information at the September CEO Council meeting to know the

balance in the pool and make recommendations for CEO Council approval. Attachment 3 outlined a series of recommendation for discussion and input.

Vicki reported we've had 24 filings within the Charter SELPA this year but only 12 claims have been filed which total \$60K at this point. We anticipate a few more claims might be outstanding for 2013-14.

After discussion, the Executive Committee had consensus on maintaining the current legal risk pool and allocation \$200,000, with any projected balance to be held in reserve.

4. Low Incidence 2014-15 Allocation Plan Language

The Charter SELPA receives approximately \$80,000 annually for low incidence materials and services. Allocation Plan language is needed to provide a framework for distribution of the funds. CEO Executive Committee was asked to provide input on proposed language detailed in Attachment 4. A final recommendation will be placed on the September CEO Council agenda for approval.

David reviewed the background on this issue: Low Incidence funding is based on the December 1 pupil count on students with low incidence disabilities. CASEMIS numbers (per CDE direction) lists DOR count – which pulls authorizing districts instead of LEAs. Therefore, the Charter SELPA did not receive our correct funding. As a result of this situation, we will receive either plus \$37K or negative \$18K – funding won't be finalized until February, 2105 because of certification. CDE is working with the Charter SELPA to resolve the problem, but no final solution has been reached.

Vicki thanked David, Lisa and CCSA for their efforts in fixing the way CDE counts students and its effect on low incidence funding. David shared that we continuing to work with CDE to correct 13-14 and going forward. There will be a change in CASEMIS numbers for everyone.

A discussion was held on the recommended Allocation Plan language that will provide a framework for distribution of the low incidence funds.

Executive Committee concurred with the proposed low incidence Allocation Plan language. This recommendation for Allocation Plan Language will be placed on the September CEO Council agenda for approval.

5. Local Plan Revision Timelines

In May 2014, CEO Council approved updated policies to align many of the governance activities with current practice. The SELPA Local Plan governance language needs to be updated to reflect current policies. CEO Executive Committee was asked for input on the proposed timeline as shown on Attachment 5, and the timeline will be placed on the September CEO Council agenda.

One addition will be made to the timeline – the Community Advisory Committee (CAC) review in May, 2015. The timeline, with the CAC addition, will be placed on the September CEO Council agenda.

6. Administrative Training Academy Recap

A recap of the recent Administrative Training Academy, held in Sacramento July 21st through 25th, was presented by Ginese Quann, Charter SELPA Director.

Ginese shared that we had 16 participants who came back from year one and they received their certificates for completion. We had 29 new participants for year two. We have 13 mentors for the new participants. We will be following up with the participants throughout the year.

We plan to offer the Training Academy again next year – we hope to accommodate larger numbers. Our goal is to fully meet the needs of emerging leaders within our Charter SELPA.

7. New Member Process

At the May 2014 Executive Committee Retreat/Meeting we discussed the need to update the application process to select new members. Based on feedback from the Executive Committee, we have revised the process to include elements which would be implemented for new schools and/or new entities that have not participated in the El Dorado County Charter SELPA previously.

David reviewed Attachment 7, which outlined potential new elements of the New Member/Application Process. These new elements include, but are not limited to:

- Description of charter school's vision to improve or enhance special education programs.
- Identification of Relationships/Support Network.
- Proposed Special Education Budget.
- Potential capacity interview with the school leadership to help assess the applicant's capacity to be an LEA for special education.
- Online orientation component.

This information will be shared at the September CEO Council.

8. Innovative Grant Proposal

A proposal to support the development and implementation of innovative special education practices was included in Attachment 8. This proposal included creating and hosting a Symposium to mobilize resources and create an action plan to provide for innovative grants to support innovative practices that can be shared and taken to scale based on demonstrated success.

The Executive Committee was asked to provide input on the creation of the Symposium and to give conceptual input to the creation of the Innovative Program Grants.

David reviewed the proposal included in Attachment 8 – and reiterated that our statewide special education outcomes are not very good. The Charter SELPA proposed a Symposium to discuss and develop an action plan - a catalyst to create a movement to reform special education. EDCOE has dedicated \$100K to fund the Symposium – conceptual agreement to commit to begin the conversation.

Discussion took place on various aspects of the Symposium; i.e. participants, funding, purpose, potential focus.

The Executive Committee supported creating and hosting a Symposium and to give conceptual input to the creation of the Innovative Program Grants.

This information will be shared at the September CEO Council.

Meeting adjourned at: 11:30 am.

Next Regularly Scheduled CEO Executive Committee Meeting Date

The next regularly scheduled meeting of the Charter SELPA Executive Committee will be held Wednesday, November 13, 2014 at 10:00 a.m. via conference call.