

SPECIAL EDUCATION COORDINATING AGENCY

MARCH 19, 2020

10:00AM-12:00PM

Santa Cruz County Office of Education – Board Room
400 Encinal Street Santa Cruz, CA 95060

AGENDA

1.0 Call to Order

2.0 Roll Call

Bonny Doon
DELTA Charter
Live Oak Elementary School District
Happy Valley Elementary School District
Mountain Elementary
Pacific Elementary School District
Pacific Collegiate
San Lorenzo Valley Unified School District
Santa Cruz City School Districts
Santa Cruz County Office of Education
Scotts Valley Unified School District
Soquel Union Elementary

3.0 Approval of Agenda

4.0 Public Comment for Open Session

All persons are encouraged to attend and, when appropriate, to participate in meetings of the NSCC SELPA Special Education Coordinating Agency. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Persons wishing to address the Board are asked to state their name for the record. The president of the SECA Board will establish a time limit of three (3) minutes, unless otherwise stated by the chairperson, for comments from the public. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session. Expulsion appeal hearings are heard in closed session unless a request for hearing in open session is made by the appellant.

5.0 Approval of January 23, 2020 Minutes

pg. 4

6.0 Reports

a. Sr. SELPA Director

pg. 9

Presenter: Jessica Little

b. SEC Directors

Presenter: Carrie Moyer

c. Operations Council

pg. 28

Presenters: Jessica Little, Sharlene Ames, Chris Schiermeyer, Kris Munro, Stacy O'Farrell, Maria Reitano, Mary Hart, Deven Wood, Michelle McKinny, Carrie Moyer, Scott Turnbull, Lynette Hamby, Mary Navas

7.0 Items scheduled for Public Hearing

a. NSCC SELPA Local Plan First Reading

pg. 49

The CDE's approval of a SELPA local plan is based on the capacity of the LEA or LEAs to ensure that special education programs and services are provided to all students with disabilities within the SELPA's identified geographic area and, whether the local plan adheres to the related provisions of special education law. Approval shall be based on the capacity of the SELPA to ensure special education programs and services are provided to all students with disabilities, and whether the local plan,

- adheres to the guidelines established pursuant to *EC* Section 56122 for the development of a local plan;
- includes all of the required components associated with a local plan as detailed in special education law; and
- meets requirements for size and scope.

SELPAs are not authorized to implement an initial local plan until the entire plan, including Sections B–E, has been approved by the CDE.

Notice of the public hearings must be posted in each school participating in the local plan at least 15 days before LEA and SELPA hearings. Public hearing dates must be documented in Section A and submitted to the CDE with Section B (*EC* sections 56122, 56140, 56195 et. seq., and 56205).

8.0 Items scheduled for Discussion

a. Santa Cruz City Schools SAIL Program Projections Update

HANDOUT

Presenter: Stacy LaCagnin

b. Santa Cruz County Office of Education Special Education Program Projections Update

HANDOUT

Presenter: Deven Wood

9.0 Items scheduled for Presentation

a. 2019-20 2nd Interim update/COE Special Education Regional Program Budget

Presenter: Mary Hart

pg. 128

The Santa Cruz County Office of Education presents the estimated cost of the Regional Programs run by the COE included in the COE's 2nd Interim Budget. Revenues and Expenditures have been adjusted to the most recent information regarding the programs.

b. 2019-20 Status Update and 2020-2021 Preliminary Budget California Children's Services Medical Therapy Unit

Presenter: Mary Hart

pg. 130

The SELPA's member districts are responsible for the operating and facility costs of the Medical Therapy Unit housed at the COE's Chrysalis Center. This budget and each district's fiscal responsibility will be presented.

10. Items scheduled for Action

a. Election of 2020-2021 SECA Chair

Presenter: Laurie Bruton

b. Election of 2020-2021 SECA Vice Chair

Presenter: Laurie Bruton

c. Approve 2020-2021 SECA Meeting Dates

pg. 141

Presenter: Jessica Little

The SELPA will present proposed SECA meeting dates for 2020-2021 school year.

d. Approval of 2019-2020 SELPA 2nd Interim Report Financial Report and Budget Revision

Presenter: Rebecca Olker

pg.

The state requires that the 2nd Interim Financial Report for fiscal year 2019-2020 be submitted to the COE by March 15, 2020. This report reflects revisions to the 1st Interim budget based on current projections, and displays the SELPA's ability to meet its financial obligations in the current fiscal year and subsequent two fiscal years.

11. Consent Agenda

a. Approval of 2019-20 Warrants: January 2020 – February 1, 2020

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12. Future Agenda Item(s)

13. Adjournment

Next SECA meeting May 21, 2020

PUBLIC PARTICIPATION:

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BACKUP DOCUMENTATION:

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the County Office of Education, located 400 Encinal Street, Santa Cruz, CA 95060, during normal business hours.

**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 5

MEETING DATE: March 19, 2020

SUBJECT: **Approval of January 23, 2020 Minutes**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☒ Action Agenda

_____ Jessica Little _____

☐ Report/Presentations

☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. Yes

SPECIAL EDUCATION COORDINATING AGENCY

JANUARY 23, 2020

10:00AM-12:00PM

Santa Cruz County Office of Education – Board Room

400 Encinal Street Santa Cruz, CA 95060

Joint Meeting. CBOs, Special Education Directors and Superintendents

UNAPPROVED MINUTES

1.0 Call to Order

Meeting called to order at 10:02am.

2.0 Roll Call

Bonny Doon X

DELTA Charter X

Live Oak Elementary School District X

Happy Valley Elementary School District X

Mountain Elementary X

Pacific Elementary School District X

Pacific Collegiate X

San Lorenzo Valley Unified School District X

Santa Cruz City School Districts X

Santa Cruz County Office of Education X

Scotts Valley Unified School District X

Soquel Union Elementary X

3.0 Approval of Agenda

M/S/C (Turnbull/Munro)

12-0

0-Absent

4.0 Public Comment for Open Session

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5.0 Approval of December 12, 2019 Minutes

pg.4

M/S/C (Krause/Sabbah)

12-0

0-Absent

6.0 Reports

a. Sr. SELPA Director

HANDOUT

Presenter: Jessica Little

Jessica presented her report. Notified Superintendents that they will be receiving a letter from the CDE regarding special education compliance indicators and whether goals were met.

NPS and residential discipline data must be entered into CALAPDs now.

NPS – AB1172 ; the LEA must to do a walkthrough before placement.

Local Plan is almost complete and will be brought back to SECA and individual boards for approval. Jessica will send out draft before March meeting for Superintendents to review.

CALPADS final certification deadline is tomorrow. This will close Fall 1. Districts will then begin the EOY3 and EOY4 cleanup process.

Jessica also reviewed updates from the Governor's budget..

b. SEC Directors

Presenter: Sandi Reimer

SEC reviewed the Mega Letters; NPS changes/updates to the Law. In addition 15 people throughout the SELPA are attending an ADR conference in Palm Desert. This was paid by a grant obtained by the SELPA office. The group also discussed projections for SCCS and SCCOE.

c. Operations Council

pg. 8

Presenter: Jessica Little

Operations council met to discuss edits to the AB602 funding model language. The group decided to edit:

Guiding Principals

Inter SELPA Transfers and Services

Inter district transfers with the SELPA

Declining ADA

7.0 Items scheduled for Discussion

a. Santa Cruz County Office of Education 2020-2021 Projections HANDOUT

Presenter: Deven Wood

Ms. Wood presented SCCOE program projections and noted that they will be shuttering a middle school Autism program and possibly opening a preschool program to serve their SH population that will be growing.

b. Santa Cruz City Schools 2020-2021 Projections

HANDOUT

Presenter: Stacy LaCagnin

Ms. LaCagnin presented current and future enrollement numbers. Ms. Munro stated that one of their elementary classroom will be shuttering due to decline in enrollment.

8.0 Items scheduled for Presentation

a. 2019-2020 1st Interim NSCC SELPA Maintenance of Effort (MOE)

Presenter: Mary Hart

The federal Individuals with Disabilities Education Act (IDEA) places maintenance of effort (MOE) requirements on the use of IDEA Part B funds. Information regarding monitoring these requirements will be presented. **pg.10**

All districts have met MOE except DELTA who is working on it.

- b. 2019-2020 1st Interim Regional Program Update** **pg.12**
Presenter: Mary Hart

9.0 Items scheduled for Action

- a. Approval of North Santa Cruz County SELPA's 2018-2019 Financial Audit**
Presenter: Rebecca Olker

The audit represents financials from July 1, 2018 through June 30, 2019. There were no audit findings.

pg.14

M/S/C (Munro/Morgenstern)
12-0
0-Absent

Ms. Olker read that there was enough information submitted to conduct the audit. Information is based off of random selections. There were no findings.

- b. Approval of changes to AB602 Funding Model language** **pg.61**
Presenter: Jessica Little

The Operations Council recommends edits to the following sections of AB602:

- *Guiding Principals*
- *Inter-SELPA transfer and services*
- *Inter-District transfers within the SELPA*
- *Declining ADA adjustment*

M/S/C (Morgenstern/Munro)
12-0
0-Absent

Edits by SECA:
Guiding Principals
1. Remove Districts and put LEA
2. Introduce acronyms at the beginning

10.0 Consent Agenda

- a. Approval of 2019-20 Warrants: December 2019 – January 1, 2020** **pg.71**
Sabbah/Gross

11.0 Future Agenda Item(s)

COE/SCCS cost per pupil breakdown at next meeting based off presentation and acceptance of SEC recommendations. Include 3 year projections. Process to open/shutter programs. Flexibility of ratio in classroom.

12.0 Adjournment

Next SECA meeting March 19, 2020

Meeting adjourned at 12:11pm.

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**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 6

MEETING DATE: March 19, 2020

SUBJECT: **Sr. SELPA Director Report**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☐ Action Agenda

☒ Report/Presentations

Jessica Little

☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. No

North Santa Cruz County SELPA SECA Updates

March 19, 2020



CAC: Community Advisory Committee:

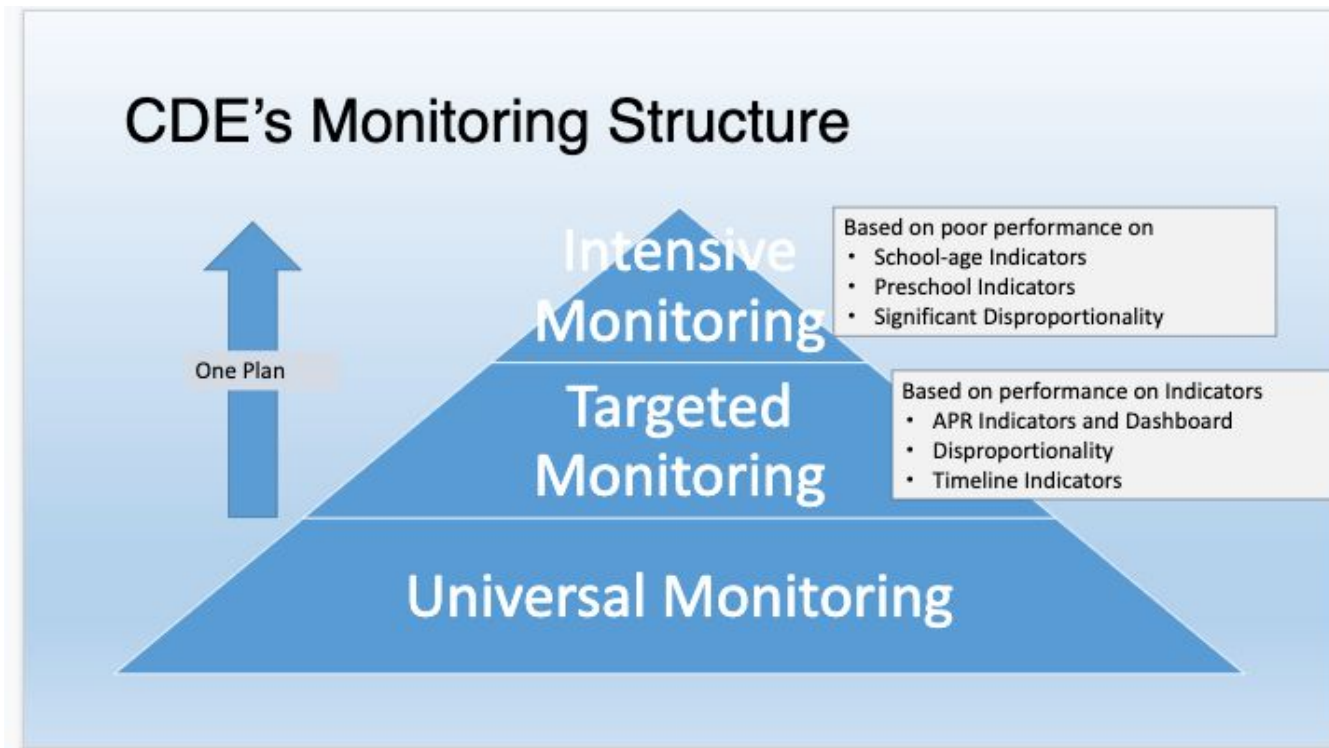
- April 28, 2020: Resource Fair/ Art Competition
- April 29, 2020: Legislative Day in Sacramento
 - Reps from LO, SLV and SCCS will join Jessica at the Capitol to lobby
- May 16, 2020: Award Recognition and Ceremony
- Please recruit parents

Compliance/ Timely Reporting:

*You got your “Mega-letter” - I have attached a mock letter highlighting explanations for you, and have reviewed in detail with Directors and selected LEAs and Charters.
note: only Superintendents and SELPA Directors are getting information via email. It is our responsibility to forward to Special Ed Directors and Support Services*

**CDE aggregated students in small LEAs*

- *LEAs with fewer than 100 were grouped together. Groups was calculated by county or by SELPA*
- *Then when they are grouped together, and they didn't meet the target AND they contributed to that poor performance they are selected for review*



- **Intensive Monitoring (formerly known as Comprehensive Review)**: No LEAs in our SELPA were selected
- **Targeted Monitoring (formerly known as Performance Indicator Reports (PIR), Disproportionality, and DINC)**:
 - SLV, SLV Charter, Scotts Valley, SCCS HS, SCCS Elementary, Live Oak, Soquel Elementary, Ocean Grove, SCCOE, Delta, PCS, Pacific Elementary are in Targeted Monitoring based on the Dashboard and APR Indicators
 - **Disproportionality**: No LEAs in our SELPA were selected
 - **Significant Disproportionality**: No LEAs in our SELPA were selected
 - **APR**: SELPAs are getting a preview/CDE felt it would be confusing to send out now
 - You should be receiving this via email in April(ish)

What we need to do:

Attend mandatory April 24th workshop with CDE at SCCOE 8:30-4 with your team (I sent out a save the date email)

Complete a Special Education Plan (SEP) and submit to SELPA for review/approval by August (I am working with your Directors)

SELPA submits all paperwork on behalf of LEAs (Assurances have already been sent)

- **Data Identified Noncompliance(DINC)**: SELPA has a preview. The first was incorrect due to errors in pull from CALPADS
 - 2nd round: Live Oak, SCCS HS, SCCS Elementary, SCCOE, Soquel, SLV, Mountain, Scotts Valley, Bonny Doon, Ocean Grove have identified instances of noncompliance

What it is:

The CDE reviewed LEA, October 2019 (Fall 1) special education student-level data submissions to the California Longitudinal Pupil Achievement Data System (CALPADS) for compliance with state and federal requirements.

Specifically, LEA data was analyzed in relationship to three compliance indicators from the California State Performance Plan as follows:

- Indicator 11: One hundred percent of children are evaluated for eligibility within 60 days of receiving parental consent for initial evaluation;
- Indicator 12: One hundred percent of children eligible for Part B are referred by Part C and have an individualized education program (IEP) developed and implemented by their third birthday; and
- Indicator 13: One hundred percent of youth age sixteen and above have an IEP, including the eight required elements of secondary transition planning

In addition, the CDE analyzed LEA performance on the following additional compliance indicators:

- Timeliness of annual IEP meeting
- Timeliness of triennial re-evaluation
- Timeliness of informal resolution sessions convened by the LEA with the parent/student within 15 days of the filing of a request for a special education due process hearing with the Office of Administrative Hearings (OAH)

What we need to do:

CDE is directing the correction efforts to occur with SELPA and their LEAs for a period beginning March 10, 2020 to May 15, 2020. The CDE expects that SELPA will work with LEAs to ensure that all students on the re-published list and all students in the LEA have current IEPs or Triennials by May 15, 2020. CDE will review data in CALPADS after May 15, 2020. LEAs with continued noncompliance will have a 2019—20 annual determination of Needs Assistance. The CDE will not be sending letters to LEAs until after May 15, 2020 to allow SELPA to support LEAs in correcting noncompliance.

- **NPS Monitoring:**

- **On site review LEA Concerns:** Live Oak, SCCS HS, SLV - all LEA concerns have been resolved and corrected per CDE; only LO is awaiting official notification
- **AB 1172:** CDE still working on process and forms

- **Local Plan:**

- Thank you to our Committee for serving: Eric Olsen, John Armstrong, Kirsten Pohlman, Alyson Paolini, and Yvette Brooks
- First Reading on agenda for today
- Final Reading with Sections D and E, Annual Budget and Service Plan at May SECA
- Final Approval and signatures at May SECA
- Due June 30, 2020 to CDE

- Conditional posting on all websites
- LEA Board Approval 2020-21

CALPADS:

- EOY data pull - CDE will be conducting trainings at the end of the month
- Yvette will continue to work with LEAs and data specialists

For CALPADS support: <http://www2.cde.ca.gov/calpadshelp/default.aspx>

calpads-support@cde.ca.gov 916-325-9210

2019-2020 AB 602 Funding Update -

CDE certified the 2019–20 First Principal Apportionment (P-1). 2019–20 brings full implementation of the LCFF, and some forms used to calculate LEA’s funding are gone. To help understand the changes to the apportionment exhibits, the CDE has put the following crosswalk [document](#) together.

Special education base funding exhibits for AB 602 bring two-thirds of SELPAs to the statewide target rate of \$557.27 per ADA. Proration factor improves to 99.03458778%.

We are already at \$578.46, so we are held harmless, but next year we will go up to the \$660.

For details about the 2019–20 P-1 Apportionment, click [here](#). To get AB 602 Funding Exhibit go [here](#).

- Select 2019-2020 P-1
- Select SELPA Admin Unit
- Select SELPA Special Education Funding Exhibit
- Select your SELPA by name or number

FY 19-20 SELPA Special Education Funding Exhibit Changes Detail

- Section A remains the same
- Section B includes Base, COLA, and Growth/Decline sections.
- Adds new Section C to calculate funding at the statewide target rate (lines C-1 through C-8).
- Adds new Section D to determine a funding entitlement for a SELPA (lines D-1 through D-7).
- Special education local property tax/ERAF revenues will be deducted from a SELPA’s funding entitlement (line D-1) and not from the SELPA’s base funding as in prior years.

FY 19-20 SELPA funding exhibits incorporates changes to *Education Code* sections amended by SB 75:

Program	Prior	New
COLA Funding (EC 56836.08(b)(1)(B))	Based on prior year reported ADA	Based on prior year SELPA funded ADA (greater of prior or prior prior year SELPA ADA)
Program Specialists & Regionalized Services Funding (EC 56836.24)	Based on prior year SELPA funded ADA (greater of prior or prior prior year SELPA ADA)	Based on SELPA funded ADA (greater of current or prior year SELPA ADA)

Out-of-Home Care Funding (EC 56836.165(d)(5))	Continue to use group home and foster youth data that was used for the funding for the 2016-17 fiscal year
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Trailer Bill Language for Budget 2020-2021

Procedural Changes for the Local Plan and the Formation of new SELPAs

- The deadline for Local Plans to include the Annual Assurances plan has been extended to July 1, 2023 which aligns to the first three year review of the new Local Plan format. There is also an extension of the deadline of the CDE to complete a template of the annual assurances support plan to July 2022.
- There is a moratorium on SELPA changes and the formation of new Single-District SELPAs. Commencing with the 2020-21 there shall be no new requests for the formation of new SELPAs between July 1, 2020 and July 1, 2024. There is also language that the State Board of Education shall not waive the requirements of a request to form a new SELPA.

Frozen Funding - RS/PS, Extraordinary Cost Pool, Low Incidence, Necessary Small SELPA (NSS) Funding, Out of Home Care

- RS/PS total allocation would be frozen to the 2019-20 amounts (with COLA); there will be no new census or calculations. This means SELPAs will receive an amount based on their ADA from 2019-20 plus COLA in 2020-21 and each year after. This freeze of the RS/PS also includes Necessary Small SELPA funding and threshold ADA amounts. If you are in declining enrollment, this helps to stop the decreases to funding, however, if you are growing this could result in less money.
- Extraordinary Cost Pool funding has also been frozen...and slightly changed.
 - Previously, there were two Extraordinary Cost pools (each containing \$3M), one for necessary small SELPAs and one for standard sized SELPAs.
 - Moving forward, there will still be two pools, however the distribution will change. Standard size SELPAs will have a pool of \$6M for extraordinary costs and necessary small SELPAs will have a pool containing 1% of that amount.
 - Additionally, for the 2019-20 fiscal year, and each year thereafter, claims shall be submitted by October 30th following the close of the fiscal year (this is moved up from the previous date of November 30th).
- Low Incidence funding appears to have also been frozen at 2019-20 levels and is allocated on a total SELPA count, not an LEA count. Items of note:
 - There are references to December 1 pupil counts - this will likely be amended to reflect the information day submission.
 - There could be an impact to your SELPA if you are growing in these areas.
- Out of home care again remains tied to December 16-17 census data.

ERMHS Expansion

- Starting in 2020-21, ERMHS funds can be used for all mental health related services, including:
 - Out of home residential services for emotionally disturbed students
 - Counseling and guidance service (including counseling, career counseling, personal counseling, and parent counseling and training)
 - Psychological services
 - Social work services
 - Behavioral interventions
 - Other mental health related services not required by IDEA
- The above expansion provides SELPAs with more flexibility in trying to spend their dollars (if this is a challenge). This expansion could also be very costly if expenditures begin to outpace revenues (i.e., adding more services that were previously not included using a fixed allocation). By opening

up dollars and making them less restrictive, this could also be a precursor to rolling more funds into the base.

- Starting in 2020-21, as long as ERMHS funding remains in their respective budgets (state and federal), methodology and allocations will be tied to 2019-20 ADA. LA County Court Schools will also receive a proportionate share based on the same ADA calculation for 2019-20.
- For 2020-21 (and ongoing), as long as there is a General Fund allocation for non educationally relevant mental health services, then dollars will be based on the 2019-20 calculation for ADA. LA County Court Schools will also receive a proportionate share based on the same ADA calculation for 2019-20.

Preschool

Second year of one-time funding to districts based on preschoolers with disabilities, which is at a total of \$250 million statewide this year.

New Special Education Funding Formula

New special education funding formula language is based on a three-year rolling average of ADA at the LEA level, while continuing the distribution method of sending special education funds through SELPAs.

The proposed trailer bill:

1. Sunsets AB 602, ending its operation on July 1, 2020
2. Replaces it with a new two-prong calculation that brings most LEAs up to \$660 funding level and holds those over that amount “harmless”

Each LEA’s funding per ADA will be applied at the higher of the two scenarios:

1. \$660 per P-2 apportionment ADA average of the current and past two years
 2. Per-ADA amount in the FY2019–20 based on the LEA’s SELPA AB 602 rate, plus the COLA
- For those LEAs funded at the proposed \$660 rate, a COLA would be applied in future years
 - For those LEAs that are funded at their historic, “hold harmless” rate, no COLA is provided—a “hold harmless” LEA leaves its current SELPA, it defaults to the \$660 rate

SELPA Funding Allocation Plans vary widely and will determine the use of the additional funds as agreed upon by the local SELPA governance councils. The proposal significantly raises the per-ADA special education funding rate due to the repurposing of 19-20’s two pots of funds: \$152 M in AB 602 equalization and \$493 M to districts based on preschoolers with disabilities counts.

Legislative Analyst Office Education Publications from LAO

The LAO released a report on early education components of the governor’s budget proposal called [The 2020-21 Budget: Early Education Analysis](#). The report analyzes proposals to (1) expand the number of full-day preschool slots, (2) create a new department to administer child care programs, and (3) fund facilities for more preschool programs.

The LAO also released the **The 2020-21 Budget Proposition 98 Education Analysis**, which assesses the architecture of the Governor’s overall Proposition 98 budget and analyzes his specific proposals for K-12 education; includes a [summary of our recommendations](#).

Federal News

Administration released proposed budget for 2021 [A Budget for American’s Future](#)

- The Department of Education’s mission is to support States and school districts in their efforts to provide high-quality education to the Nation’s most vulnerable students, streamline and simplify funding for college, and expand access to postsecondary options.

- The Budget includes a substantial increase for Career and Technical Education of nearly \$900 million to strengthen America's workforce by providing access to high-quality vocational programs in every high school. The Budget also provides increased funding for Historically Black Colleges and Universities and programs that serve disadvantaged populations.
- The Budget consolidates 29 narrowly focused or duplicative elementary and secondary programs into a new \$19.4 billion block grant to States. The new program would give States and school districts the flexibility to better meet the needs of their students and families, eliminating Federal intrusion into State and local education systems. While providing a significant investment to U.S. schools, this approach saves taxpayers nearly \$4.7 billion.
- The Budget requests \$66.6 billion for the Department of Education, a \$5.6 billion or 7.8-percent decrease compared to the 2020 enacted level.
- Invests Significant Resources for Students with Disabilities. The Administration believes that all children, including children with disabilities, should have access to a high-quality education. The Budget invests nearly \$13 billion in Individuals with Disabilities Education Act (IDEA) Part B Grants to States, an increase of \$100 million compared to the 2020 enacted level. This increase would provide more resources for States to provide special education and related services for over seven million students with disabilities. In addition, the Budget continues to fund all other IDEA grant programs at the 2020 enacted levels.

Next meeting date: May 21, 2020 at 10 a.m. in the COE Board Room

Begin forwarded message:

From: SEDMonitoring <SEDMonitoring@cde.ca.gov>

Date: January 31, 2020 at 3:46:22 PM PST

To: SELPA director email

Subject: CDE Annual Determination and Selection for 2019-20 Monitoring Activities

In order to look up who is listed as the superintendent for an LEA (who would have received this email), go to the California School Directory.

<https://www.cde.ca.gov/school/directory/>

(External Email)

January 31, 2020

Super Intendent

LEA/ Unified School District

0000 The Best Road

Anytown, CA 95097-9001

Subject: Notification of 2018–19 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2019–20 Special Education Monitoring Activities including Identification of Significant Disproportionality

Dear Superintendent:

The California Department of Education (CDE), Special Education Division (SED) is providing this notification in accordance with Title 34, *Code of Federal Regulations (CFR)* Sections 300.600-604, Sections 300.646-647, and the Individuals with Disabilities Education Act (IDEA). The following areas will be addressed in this notification:

- 2018–19 Annual Determination
- Selection for 2019–20 Monitoring Activities
- Overview of Additional Changes to Selection for Monitoring
- Intensive Monitoring
- Targeted Monitoring
- Significant Disproportionality
- Data Identified Noncompliance Review
- Annual Disproportionality Review

This section bullet points the different areas covered in the MEGA letter. MEGA defines the amount of information shared in this letter- it is quite a lot! It is anticipated that APR letters will be sent separately.

2018–19 Annual Determination

Annually, the CDE, SED, in accordance with the IDEA and Title 34, *CFR* Section 300.600, reviews local educational agency (LEA) performance and compliance data related to implementation of IDEA requirements. As a result, every California LEA receives one of four possible annual determinations, as follows:

- Meets Requirements
- Needs Assistance
- Needs Intervention
- Needs Substantial Intervention

This section captures previous year's monitoring activities the LEA participated in.

Annual determinations are based on the LEA's participation in the previous year's monitoring activities. The LEA participated in the following monitoring activities during School Year 2018–19:

Activity	Participated (Yes/No)
Annual Disproportionality Review	No
Data Identified Noncompliance Review	No
Performance Indicator Review	Yes
Comprehensive Review	No
Significant Disproportionality Review	No

The determination for LEA/ Unified School District is **needs assistance** in meeting the requirements of the IDEA, Part B, for 2018–19.

Selection for 2019–20 Monitoring Activities

The CDE has made updates to its monitoring system, including changes to how LEAs are selected for monitoring activities. Selection for 2019–20 monitoring activities are largely based on special education data submitted from each LEA. An LEA is selected for Intensive Monitoring or Targeted Monitoring if the LEA does not meet established targets for performance and compliance indicators under the IDEA as well as the LEA’s performance regarding certain additional elements (e.g. Child Find). All data evaluated to select LEAs for Intensive or Targeted Monitoring are included in the data link below. Intensive and Targeted Monitoring include different types of activities based on the needs of the LEA identified through the selection process.

More information about Intensive and Targeted Monitoring will be available at the following Padlet link no later than February 14, 2020: <https://padlet.com/sedmonitoring/1920monitoring>.

The monitoring status for LEA/ Unified School District for School Year 2019–20 is indicated below.

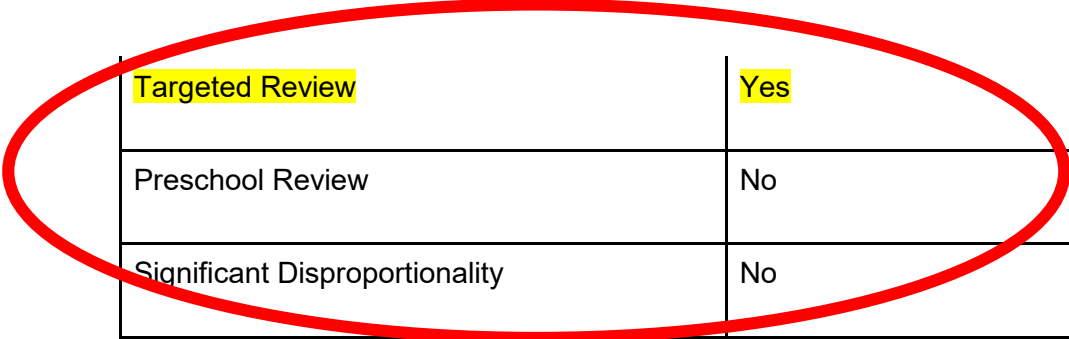
Status	2018–19 Selection Data
Intensive Review	https://www3.cde.ca.gov/linkto information This link will take the LEA to ALL determinations for EVERY LEA in the SELPA. (This link is not active- purely for example)

To find your LEA’s data, click on the link in the table above under “2018–19 Selection Data” and download the Portable Document Format (PDF) file that contains your Special Education Local Plan Area’s (SELPA’s) data sheets. Please be aware that data sheets are categorized by monitoring review title: Intensive Review, Targeted Review, Preschool Review, and a data sheet regarding significant disproportionality. Thus, data for your LEA may appear in multiple locations within the data link above. At a minimum, all LEAs will receive a data sheet titled Intensive Review Data, Targeted Review Data, and Preschool Review Data. Only those LEAs that have been identified as significantly disproportionate will receive a data sheet titled Significant Disproportionality Data.

Please be sure to review all data sheets that indicate “Yes” in the table below. Search for your LEA’s data sheets using the “Find” function in the PDF. If an LEA receives multiple data sheets that state “Review Required,” the highest level of monitoring will guide the LEA’s activities.

This section tells the LEA which Monitoring Activities they are currently identified for participation.

Data Sheet	Yes/No
Intensive Review	Yes



Targeted Review	Yes
Preschool Review	No
Significant Disproportionality	No

More information about data and selection criteria will be available at the following Padlet link no later than February 14, 2020: <https://padlet.com/sedmonitoring/1920monitoring>

For questions regarding data, please contact the Data, Evaluation, and Assessment (DEA) Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.

Overview of Additional Changes to Selection for Monitoring

The CDE has made changes to its monitoring system including selecting LEAs for monitoring activities solely based on preschool data. In the past, monitoring of preschool performance was integrated with school age data for selection of monitoring activities. Please refer to the data sheet titled “Preschool Review Data” to review the elements used in the selection of LEAs for monitoring.

In addition, beginning with the 2019–20 monitoring year (using 2018–19 school year data), the CDE has applied an aggregation method for data calculations of LEAs with 100 or fewer students with disabilities. These LEAs have been grouped in the following manner:

- Grouped by County: LEAs with 100 or fewer students with disabilities
- Grouped by Charter SELPA: Charter LEAs with 100 or fewer students with disabilities

For questions regarding data, please contact the DEA Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.



Intensive Monitoring

Intensive Monitoring is the highest level of monitoring. Intensive Reviews are a joint activity between the CDE and an LEA that involves a comprehensive evaluation of significant compliance and/or performance issues related to IDEA implementation.

There are three types of Intensive Reviews at the Intensive Monitoring level:

- Intensive Review (based on school age data)
- Preschool Review (based on preschool data)
- Significant Disproportionality Review

Should an LEA be identified for Intensive Monitoring this section explains more about that process. Currently there are no Charter School in IM, and 1 Geographic SELPA.

The CDE will be working directly with the LEA to complete 2019–20 Intensive Monitoring activities. The activities may include onsite visits, record reviews, regional trainings, and technical assistance. An LEA participating in Intensive Monitoring will submit an improvement plan in which the LEA will describe planned activities with the goal of improving outcomes for students with disabilities. All Intensive Monitoring activities must be completed to ensure the LEA's continued eligibility for grant funding under the IDEA.

Supporting documents for Intensive Monitoring will be available at the following Padlet link no later than February 14, 2020: <https://padlet.com/sedmonitoring/1920monitoring>.

LEAs will be contacted by the assigned regional CDE consultant with more information on the review process. For general questions regarding Intensive Monitoring, please email IntensiveMonitoring@cde.ca.gov or contact the manager listed below to be directed to the appropriate Focused Monitoring Technical Assistance (FMTA) Unit consultant:

Intensive Monitoring Unit	Unit Contact Information
FMTA I	Acting Manager: Jack Brimhall Direct Line: 916-445-1056 Unit Line: 916-324-8898 JBrimhall@cde.ca.gov
FMTA IV	Manager: Jack Brimhall Direct Line: 916-445-1056 Unit Line: 916-445-9772 JBrimhall@cde.ca.gov

For questions regarding data, please contact the DEA Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.

Targeted Monitoring

Targeted Monitoring or Review will be the most participated in process by LEAs. Notice the highlights below that capture the potential process and padlet link that will be available after 2/14.

Targeted Reviews are a joint activity in which the CDE supports the LEA to improve performance and compliance related to IDEA implementation in one or more areas. An LEA participating in Targeted Monitoring will submit an improvement plan, developed in collaboration with the CDE, that will address the needs identified through the selection process. This process will include the LEA's submission of planned activities, which may include improvement strategies described in prior Performance Indicator Review (PIR) plans, with the goal of improving outcomes for students with disabilities.

Supporting documents for Targeted Monitoring will be available at the following Padlet link no later than February 14, 2020: <https://padlet.com/sedmonitoring/1920monitoring>

LEAs will be contacted by the assigned regional CDE consultant with more information on the Targeted Review process. For general questions regarding the Targeted Review, please email TargetedMonitoring@cde.ca.gov or contact the managers listed below to be directed to the appropriate consultant:

Targeted Monitoring Unit	Unit Contact Information
FMTA II	Manager: Donna DeMartini Direct Line: 916-327-3696 Unit Line: 916-445-4632 DDeMartini@cde.ca.gov
FMTA III	Manager: James Johnson Direct Line: 916-327-4218 Unit Line: 916-327-6966 JamJohns@cde.ca.gov

For questions regarding data, please contact the DEA Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.

Significant Disproportionality

This letter serves as official notification to those LEAs that have been identified as significantly disproportionate for 2019–20.

If an LEA has been selected for Significant Disproportionality, this section captures their status and next steps. Highlights below explain more.

For LEA/ Unified School District's 2019–20 significant disproportionality status, please see the table below:

Identified with Significant Disproportionality (Yes/No)	No
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If the LEA identification above indicates “Yes,” then the CDE has identified the LEA as significantly disproportionate in one or more areas. Please refer to the LEA’s data sheet link located in this letter under “Selection for 2019–20 Monitoring Activities” to review the significant disproportionality data if applicable.

When the LEA is determined to have an overidentification of students by race, ethnicity, or disability in one or more areas, the CDE identifies the LEA as disproportionate. LEAs identified as disproportionate for three consecutive school years for the same area are determined to be significantly disproportionate. Pursuant to federal requirements under the IDEA and Title 34, *Code of Federal Regulations (CFR)* Sections 300.646-647, LEAs identified as significantly disproportionate did not meet one or more of the targets for the following elements:

1. Discipline: Suspension and Expulsion
2. Placement
3. Indicator 9: Disproportionality Overall
4. Indicator 10: Disproportionality by Disability

If your LEA has been identified as significantly disproportionate, then your LEA is required to take mandatory actions including, but not limited to, reserving 15 percent of IDEA funds to provide Comprehensive Coordinated Early Intervening Services (CCEIS). A detailed document outlining the mandatory steps for LEAs identified as significantly disproportionate will be available at the following Padlet link no later than February 14, 2020:
<https://padlet.com/sedmonitoring/1920monitoring>.

LEAs will be contacted by the CDE’s technical assistance contractor, State Performance Plan Technical Assistance Project (SPP-TAP), with information about an upcoming informational

webinar and mandatory trainings. In addition, the assigned CDE regional consultant will be in contact with more information on significant disproportionality requirements. For general questions please email IntensiveMonitoring@cde.ca.gov or contact the manager listed below to be directed to the appropriate consultant:

Intensive Monitoring Unit	Unit Contact Information
FMTA I	Acting Manager: Jack Brimhall Direct Line: 916-445-1056 Unit Line: 916-324-8898 JBrimhall@cde.ca.gov
FMTA IV	Manager: Jack Brimhall Direct Line: 916-445-1056 Unit Line: 916-445-9772 JBrimhall@cde.ca.gov

For questions regarding data, please contact the DEA Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.

Data Identified Noncompliance Review

DINC notifications will occur no later than March of 2020.

The CDE has recently implemented changes to its data information system, moving special education data from the California Special Education Management Information System (CASEMIS) to the California Longitudinal Pupil Achievement Data System (CALPADS). This change has resulted in a delay in reviewing LEA performance on the following selection elements, formerly the Data Identified Noncompliance Review elements, which are now components of Targeted Monitoring. **The LEA will be notified no later than March 2020 if selected to participate in Targeted Monitoring for the elements in the bulleted list below:**

- Evaluation completed within 60 days of parent consent
- Part C to B transition
- Elements of secondary transition
- Timeliness of annual IEPs
- Timeliness of triennial IEPs
- Timeliness of resolution sessions

For general questions regarding Targeted Monitoring related to these particular elements, please email TargetedMonitoring@cde.ca.gov or contact the manager listed below:

Targeted Monitoring Unit	Unit Contact Information
FMTA V	Manager: Lisa Stie Direct Line: 916-327-0865 Unit Line: 916-323-2409 LStie@cde.ca.gov

For questions regarding data, please contact the DEA Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.

Elements of Annual Disproportionality are now incorporated as part of Targeted Monitoring.

Annual Disproportionality Review

LEAs selected for the Annual Disproportionality Review received notification on August 14, 2019, with a link to data specific to the review. The elements included in the Annual Disproportionality Review are now incorporated as part of Targeted Monitoring. Please note that data needed for development of improvement activities is contained via a link in the August 14, 2019, notification letter from the Special Education Compliance Monitoring System.

It is recommended that LEAs find the Notification from August 14, 2019 and download the data for their LEA through the SECMS system.

For questions, email

TargetedMonitoring@cde.ca.gov or contact the managers listed below to be directed to the appropriate consultant:

Targeted Monitoring Unit	Unit Contact Information
FMTA II	Manager: Donna DeMartini Direct Line: 916-327-3696 Unit Line: 916-445-4632 DDeMartini@cde.ca.gov

FMTA III	Manager: James Johnson Direct Line: 916-327-4218 Unit Line: 916-327-6966 JamJohns@cde.ca.gov
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For questions regarding data, please contact the DEA Unit by phone at 916-445-4628. You may also contact DEA Unit staff Steven Rogers by email at SRogers@cde.ca.gov or Nora Parella by email at NParella@cde.ca.gov.

Universal Supports and Resources

Universal supports are available for all LEAs to access, including those LEAs that have an annual determination of meets requirements under the IDEA. A list of resources for continuous improvement will be available to all LEAs, regardless of their annual determination status, at the following **Padlet link no later than February 14, 2020:** <https://padlet.com/sedmonitoring/1920monitoring>.

Again, the padlet link that should be populated with process information by February 14.

As noted throughout this letter, additional information will be provided via the Padlet link. LEAs are encouraged to check the link periodically to review pertinent documents and resources. The SED looks forward to supporting LEAs' efforts under the IDEA to improve outcomes for students with disabilities.

Sincerely,

/S/

Kristin Wright, Director

Special Education Division

KW: slr

Enclosures

cc: El Dorado County SELPA

Focused Monitoring and Technical Assistance Unit

CAUTION: This email originated from outside EDCOE's email system. Please use caution before clicking any links, opening attachments, or signing in with your EDCOE account. Contact the EDCOE IT Helpdesk at 530-295-2234 if in doubt.

**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 6C

MEETING DATE: March 19, 2020

SUBJECT: **Operations Council Report**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☐ Action Agenda

☒ Report/Presentations

Jessica Little, Sharlene Ames, Chris Schiermeyer, Kris Munro, Stacy O'Farrell, Maria Reitano, Mary Hart, Deven Wood, Michelle McKinny, Carrie Moyer, Scott Turnbull, Lynette Hamby, Mary Navas

☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

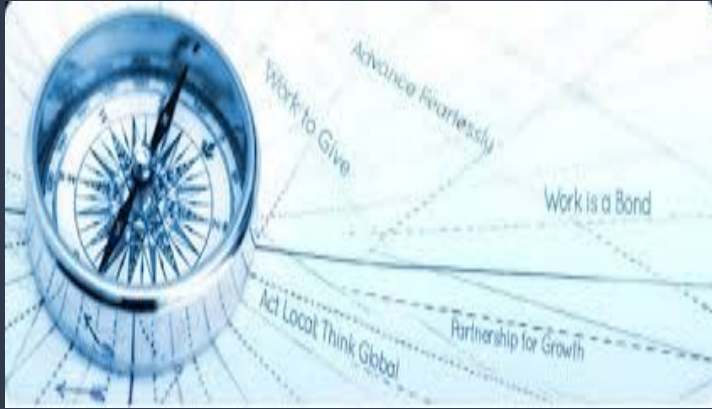
Action Requested. No

SECA Presentation Special Operations Committee

March 19th 2020



Guiding Principles



- Balance between Special Education and Regular Education
- Fairness and Equity across the districts
- Affordable for all
- Pools for “smalls” protection
- Flexible and useful for special education students
- Promotes efficiencies
- Balance between cost and service
- Simple as possible
- Predictable
- No incentive to categorize/place

Overview & Continued Monitoring of our Allocation Model



Fairness and Equity Follow-Up

- **Our team:**
 - **Carrie Moyer/ Maria Reitano**– PCS Special Education Director/ Head of School
 - **Chris Schiermeyer**– San Lorenzo Valley Deputy Superintendent, Business
 - **Deven Wood** – COE Senior Director of Special Education
 - **Jessica Little**– NSCC Senior SELPA Director
 - **Kris Munro**– SCCS Superintendent
 - **Lynette Hamby**– Live Oak CBO
 - **Michelle McKinny**– HVS Superintendent
 - **Mary Hart**– COE Deputy Superintendent, Business
 - **Mary Navas**– Scotts Valley CBO
 - **Scott Turnbull** – Soquel Superintendent
 - **Sharlene Ames**– Live Oak Special Education Director
 - **Stacy O’Farrell**– SCCS Special Education Director

Current Regional Program Utilization By District as of 2/20/20



DISTRICT	# in SH (PCA*)	# in AUTISM (PCA*)	TOTAL #
Bonny Doon	1	0	1
Happy Valley	0	0	0
Live Oak	2 (1)	8	10
Mountain	0	0	0
Pacific	0	0	0
SLVUSD	12	6	18
SCCS	38	14	52
Scotts Valley	8 (2)	8 (1)	16
Soquel	1	8 (1)	9
Delta Charter	0	0	0
PCS	0	0	0
PVUSD	0	1	1

*Placement Consideration Alerts

Current Regional Services Provided by COE for Districts as of 2/20/20

Orthopedically
Impaired (OI)

Visually Impaired
(VI)

DISTRICT	OI	VI
Bonny Doon	1	1
Happy Valley	0	0
Live Oak	0	2
Mountain	0	1
Pacific	0	0
SLVUSD	7	7
SCCS	3	17
Scotts Valley	5	3
Soquel	0	2
Delta Charter	0	0
PCS	0	0
PVUSD	NA	NA

Current Regional Services Provided by SCCS for Districts

Deaf and Hard of
Hearing (DHOH)

Transition Services
(ages 16–21)

DISTRICT	DHOH	Transition
Bonny Doon	1	0
Happy Valley	0	0
Live Oak	4	0
Mountain	0	0
Pacific	0	0
SLVUSD	6	43
SCCS	16	207
Scotts Valley	6	44
Soquel	7	0
Delta Charter	0	0
PCS	2	7
PVUSD	0	0

Historical Summary

2016-17 & 2017-18

- SCCS transfer of ED programs
- Operations Council formed to examine model
- Reviewed fairness and equity across districts
- Moved away from 100% utilization
- Continued Pools for Smalls: self replenishing
- Use of Exhibit B and Worksheet B for consistent billing practices

Funding Model Comparisons

100% utilization (composite model)

versus

Current model (30/70 Autism, \$500K SH pool)

Changes during 2018-19

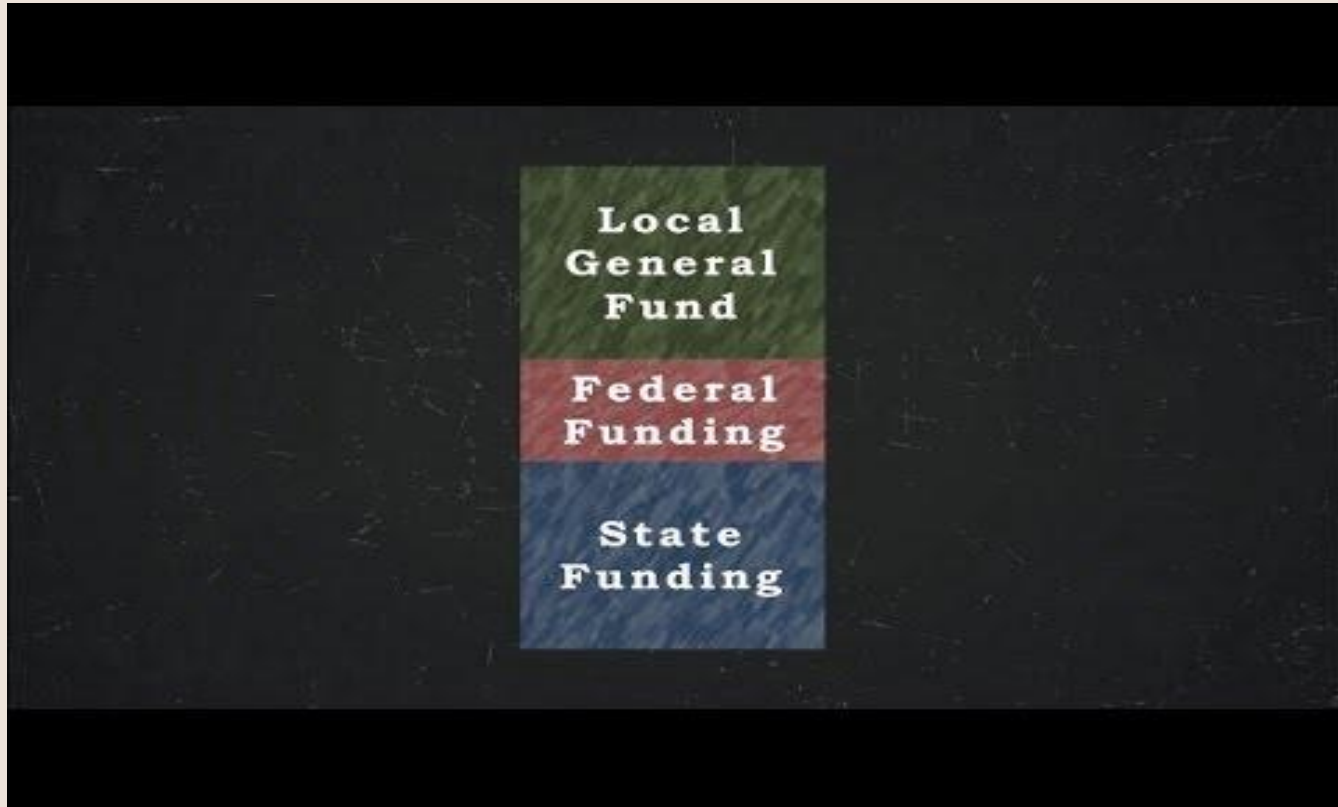
- COE Programs:
 - Added HS Autism
 - Added PreK SH
 - Additional Elementary SH Classroom (due to SV closure of SDC)
 - Closed Soquel HS SH Classroom
- LCI opened and closed

Changes during 2019-20

- COE Programs:
 - Status quo
- Mental Health Pool: change to 1st student *then* prorate
- Federal Preschool Money: maintain \$ after funding change
- AB602 language:
 - ADA Adjustment
 - Guiding Principles
 - Inter-district Transfers
 - Inter/Intra SELPA transfers

Overview of Special Education in California

How is Special Education Funded? [Video]



AB602 Revenue



subtract

Regional
Program
Utilization/
Off the Top
Deductions

equals

Money to
District a.k.a
“Distributed
Revenue”

F
U
N
D
S

**Costs more
than you
receive**

District Special Ed Expenses:
all district placements and services
(e.g. Resource, Special Day
Classes, Occupational Therapy,
Balance Aides, SAIL, Non Public
School tuition, ...)



Money from
local funds
(General Fund
Contribution)

We updated last year's
charts presented at
March 2019 SECA with
current numbers



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Prior model of 100% utilization with current Student Counts and 1st Interim Funds

2019-20 1st int 100% Util.	ADA Higher Prior/Curr ent	% ADA	19/20 total Revenue	Percentage before deductions	Infant/Sel pa/ Pools/ LCI/LI	% pools/tot al Rev	Total Aut/SH/DIS utilization	% of utilization	Distributed Revenue	% of Distributed Revenue
Per Pupil			776							
BONNY DOON	152.46	0.79%	118,377	0.79%	3434.385	2.90%	215,207	2.23%	(100,265)	-0.67%
COE-ALT. ED.	774.8	4.04%	601,589	4.01%	17453.5	2.90%	-	0.00%	584,135	3.90%
COE-CAREER ADVANCEMENT	97.36	0.51%	75,595	0.50%	2193.176	2.90%	-	0.00%	73,401	0.49%
COE-CYPRESS CHARTER	109.73	0.57%	85,199	0.57%	2471.829	2.90%	-	0.00%	82,727	0.55%
COE-SPEC. ED.	0	0.00%	87,614	0.58%	0	0.00%	-	0.00%	9,219,210	61.49%
DELTA CHARTER	110.8	0.58%	86,030	0.57%	2495.932	2.90%	-	0.00%	83,534	0.56%
HAPPY VALLEY	105.1	0.55%	81,604	0.54%	2367.531	2.90%	-	0.00%	79,237	0.53%
LIVE OAK	1761.6	9.18%	1,367,784	9.12%	39682.62	2.90%	1,095,084	11.36%	233,018	1.55%
MOUNTAIN	138.29	0.72%	107,374	0.72%	3115.185	2.90%	11,056	0.11%	98,203	0.62%
PACIFIC	109.15	0.57%	84,749	0.57%	2458.763	2.90%	-	0.00%	82,290	0.55%
PACIFIC COLLEGIATE CHARTER	524.92	2.73%	407,571	2.72%	11824.59	2.90%	20,116	0.21%	375,631	2.51%
SAN LORENZO VALLEY	5090.42	26.52%	3,952,426	26.36%	114669.2	2.90%	1,549,199	16.07%	2,288,557	15.26%
SANTA CRUZ CITY-ELEMENTARY	2232.6	11.63%	1,733,489	11.56%	50292.58	2.90%	1,687,777	17.51%	(4,581)	-0.03%
SANTA CRUZ CITY-HIGH	3864.96	20.13%	3,000,925	20.02%	87063.88	2.90%	2,607,849	27.06%	858,980	5.73%
SCOTTS VALLEY	2327.75	12.13%	1,807,367	12.05%	52435.97	2.90%	1,450,976	15.05%	308,955	2.03%
SOQUEL	1796.73	9.36%	1,395,060	9.30%	40473.97	2.90%	1,001,034	10.39%	353,552	2.36%
SELPA JPA					0				386,168	2.58%
Total	19196.67	100.00%	14,992,753	100.00%	432433.1		9,638,298	100.00%	14,992,753	100.00%

Current Model with current Student Counts and 1st Interim Funds

<u>Things to ask yourself</u>											
Did ADA go up or down?											
Do you have more kids in regional COE programs?											
<u>Did you open/close any district programs that impacted your utilization?</u>											
	ADA Higher Prior/Current	%	19/20 total Revenue	% before deducts	Selpa/Shipool/LCI/ LI/Prop. Deducts	%exp to total revenue	Regional Program Util SH/AUT/DIS	% Utilization	Distributed Revenue	%	
Per Pupil			776								
BONNY DOON	132.46	0.79%	118,377	0.79%	18,671	15.77%	172,279	2.23%	(72,571)	-0.48%	
COE-ALT. ED.	774.8	4.04%	601,389	4.01%	94,883	15.77%	-	0.00%	306,703	3.38%	
COE-CAREER ADVANCEMENT	97.36	0.31%	73,393	0.30%	11,923	15.77%	-	0.00%	63,671	0.42%	
COE-CYPRESS CHARTER	109.73	0.37%	83,199	0.37%	13,438	15.77%	-	0.00%	71,761	0.48%	
COE-SPEC. ED.	0	0.00%	87,614	0.38%	-	0.00%	-	0.00%	9,219,210	61.49%	
DELTA CHARTER	110.8	0.38%	86,030	0.37%	13,369	15.77%	-	0.00%	72,461	0.48%	
HAPPY VALLEY	103.1	0.33%	81,604	0.34%	12,871	15.77%	-	0.00%	68,733	0.46%	
LIVE OAK	1761.6	9.18%	1,367,784	9.12%	213,733	15.77%	801,631	10.38%	330,409	2.34%	
MOUNTAIN	138.29	0.72%	107,374	0.72%	16,936	15.77%	11,036	0.14%	79,383	0.33%	
PACIRC	109.13	0.37%	84,749	0.37%	13,367	15.77%	-	0.00%	71,382	0.48%	
PACIRC COLLEGIATE CHARTER	324.92	2.73%	407,371	2.72%	64,284	15.77%	20,116	0.26%	323,171	2.16%	
SAN LORENZO VALLEY	3090.42	26.32%	3,932,426	26.36%	623,396	15.77%	1,284,364	16.64%	2,044,483	13.64%	
SANTA CRUZ CITY-ELEMENTARY	223.26	11.63%	1,733,489	11.36%	273,414	15.77%	1,291,823	16.73%	168,268	1.12%	
SANTA CRUZ CITY-HIGH	3864.96	20.13%	3,000,923	20.02%	473,320	15.77%	2,243,739	29.09%	834,848	5.37%	
SCOTTS VALLEY	2327.73	12.13%	1,807,367	12.03%	283,067	15.77%	1,130,478	14.90%	371,837	2.48%	
SOQUEL	1796.73	9.36%	1,393,060	9.30%	220,036	15.77%	742,197	9.61%	432,837	2.89%	
SELPA/JPA					386,168		-		386,168	2.38%	
Total	19196.67	100.00%	14,992,733	100%	2,737,078		7,719,922	100.00%	14,992,733	100.00%	

RATES PER PUPIL

2019-20 1st Interim Budget (with updated Pupil Counts) compared to retired Full Utilization Model
Look at slides 4-6 for your own LEA utilization

DESCRIPTION	CURRENT	FULL	UNIT
DIS SERVICES			
SCCS Hard of Hearing (HOH)	7,091.17	7,091.17	STUDENT COUNT
SCCS Vocational Education (VOC. ED.)	847.64	847.64	STUDENT COUNT
Orthopedic Impairments (OI)	20,726.34	20,726.34	STUDENT COUNT
Visually Impaired (VI)	11,056.12	11,056.12	STUDENT COUNT
SPECIAL DAY CLASSES (SDC)			
SDC-SH Pool	26.05	-	ADA
SDC-SH Utilization	52,676.68		STUDENT COUNT
SDC-Autism Proportional (30%)	73.89		ADA
SDC-Autism Utilization (70%)	80,726.33		STUDENT COUNT
Composite Rate		88,166.00	STUDENT COUNT

2019-20 1st Interim Budget (with updated Pupil Counts) compared to retired Full Utilization Model

DISTRICTS	CURRENT MODEL			PRIOR MODEL		
	SEVERELY HANDICAPPED	AUTISM	SDC TOTAL	SEVERELY HANDICAPPED	AUTISM	SDC TOTAL
AMOUNT	3,660,600.62	4,728,256.56	8,388,857.18	3,660,600.62	4,728,256.56	8,388,857.18
			-			-
BONNY DOON	56,647.68	91,991.88	148,639.56	61,010.01	115,323.33	176,333.34
COE-ALT. ED.	20,180.58	57,251.39	77,431.97	-	-	-
COE-CAREER ADVANCEMENT	2,535.86	7,194.11	9,729.96	-	-	-
COE-CYPRESS CHARTER	2,858.05	8,108.15	10,966.20	-	-	-
COE-SPEC. ED.	-	-	-	-	-	-
DELTA CHARTER	2,885.92	8,187.21	11,073.13	-	-	-
HAPPY VALLEY	2,737.45	7,766.03	10,503.48	-	-	-
LIVE OAK	151,236.31	775,978.49	927,214.80	122,020.02	922,586.65	1,044,606.67
MOUNTAIN	3,601.93	10,218.50	13,820.43	-	-	-
PACIFIC	2,842.94	8,065.29	10,908.23	-	-	-
PACIFIC COLLEGIATE CHARTER	13,672.16	38,787.30	52,459.46	-	-	-
SAN LORENZO VALLEY	712,029.46	779,772.08	1,491,801.54	671,110.11	576,616.65	1,247,726.77
SANTA CRUZ CITY-ELEMENTARY	374,210.77	972,234.20	1,346,444.97	366,060.06	1,153,233.31	1,519,293.37
SANTA CRUZ CITY-HIGH	1,733,644.45	527,767.94	2,261,412.39	1,891,310.32	345,969.99	2,237,280.31
SCOTTS VALLEY	429,365.74	737,086.01	1,166,451.76	427,070.07	807,263.31	1,234,333.39
SOQUEL	152,151.31	697,847.98	849,999.29	122,020.02	807,263.31	929,283.34
SELPA JPA	-	-	-	-	-	-
Total	3,660,600.62	4,728,256.56	8,388,857.18	3,660,600.62	4,728,256.56	8,388,857.18

Percentage of General Fund Budget spent on Special Education

- Things to consider: AB602 Revenue Distribution Formula change (effective 17-18)
- Licensed Children's Institution (LCI) -opened November 2017 and closed November 2018
- Increase in regional utilization = decrease in distributed revenue to district
- Regional Programs and other deductions are paid off the top

PERCENTAGE: SE TO TOTAL GF EXPENDITURES					
DISTRICT	19-20 1l	18-19 Actuals	17-18 Actuals	16-17 Actuals	15-16 Actual
BONNY DOON	13.48%	13.97%	10.64%	8.58%	8.21%
DELTA CHARTER	12.91%	12.92%	13.72%	12.91%	13.18%
HAPPY VALLEY	5.37%	4.02%	5.47%	4.84%	4.71%
LIVE OAK	16.38%	16.64%	17.00%	16.68%	16.92%
MOUNTAIN	7.05%	6.94%	6.88%	6.76%	7.00%
PACIFIC	15.09%	12.79%	13.05%	20.25%	15.98%
PACIFIC COLLEGIATE CHARTER	5.21%	5.36%	5.50%	6.06%	0.00%
PAJARO VALLEY	19.66%	19.38%	19.53%	19.91%	20.11%
SAN LORENZO VALLEY	21.23%	20.77%	15.80%	16.81%	17.64%
SANTA CRUZ CITY SCHOOLS	20.70%	21.31%	20.38%	19.96%	19.79%
SANTA CRUZ COE-ALT. ED.	4.93%	5.31%	5.21%	6.07%	6.91%
SCOTTS VALLEY	20.53%	19.66%	23.19%	20.44%	21.50%
SOQUEL	17.86%	17.62%	18.48%	19.08%	18.11%

Percentage of Total District Special Ed Expenses NOT paid for by AB602 Distribution (state average 61% per LAO)

PERCENTAGE: CONTRIBUTION TO TOTAL SE EXPENDITURES				
DISTRICT	19-20 1I	18-19 Actuals	17-18 Actuals	16-17 Actuals
BONNY DOON	109.61%	82.88%	92.75%	54.50%
DELTA CHARTER	52.10%	43.25%	41.58%	36.74%
HAPPY VALLEY	0.00%	0.00%	0.00%	0.00%
LIVE OAK	75.64%	62.67%	73.80%	57.13%
MOUNTAIN	24.80%	68.50%	86.87%	69.65%
PACIFIC	60.05%	50.81%	56.47%	45.66%
PACIFIC COLLEGIATE CHARTER	0.00%	0.00%	0.00%	0.00%
PAJARO VALLEY	56.16%	52.41%	61.76%	52.41%
SAN LORENZO VALLEY	57.36%	48.73%	68.68%	58.62%
SANTA CRUZ CITY SCHOOLS	79.43%	73.81%	75.88%	61.73%
SANTA CRUZ COE-ALT. ED.	9.75%	0.31%	0.00%	0.00%
SCOTTS VALLEY	83.94%	75.16%	70.24%	58.26%
SOQUEL	64.52%	64.92%	72.11%	57.00%

Anticipated Changes for 2020-21

- COE Programs:
 - Adding one PreK Autism Classroom
 - Consolidating PreK and elementary SH into one classroom
 - Closing one MS Autism classroom

Next Steps for 2020-21

- Evaluate impact and continue to monitor how the current funding model works relative to the guiding principles
- Evaluate the impact of the current funding model with projected changes to classroom configurations, programs and demographics

We continue to ask
ourselves:

*Does our funding model
continue to support our
guiding principles and
our collective
commitment to all
students?*

- Balance between Special Ed and Regular Ed.
- Fairness and Equity across the districts
- Affordable for all
- Pools for “small” protection
- Flexible and useful for special ed. students
- Promotes efficiencies
- Balance between cost and service
- Simple as possible
- Predictable
- No incentive to categorize/place

Operations Council
thanks you all for your
dedication and support to
our Guiding Principles.

QUESTIONS?
THOUGHTS?
COMMENTS?



Thank you for
working hard for US



**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 7A

MEETING DATE: March 19, 2020

SUBJECT: NSCC SELPA Local Plan First Reading

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☐ Action Agenda

☐ Report/Presentations

☐ Discussion/Recommendations

☒ Public Hearing

Jessica Little

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. Yes

NOTICE OF PUBLIC HEARINGS

Hearing Body: Governing Council, Special Education Coordinating Agency, North Santa Cruz County Special Education Local Plan Area (SELPA)

Hearing Date: March 19, 2020

Hearing Time: 10:00 AM

Hearing Place: Santa Cruz County Office of Education
400 Encinal Street, Santa Cruz, CA 95060
Board Room

Topics for Hearings:

- **NSCC SELPA Local Plan First Reading**

Copies of the NSCC SELPA Local Plan First Reading may be inspected at:

North Santa Cruz County SELPA Office, c/o
Santa Cruz County Office of Education
400 Encinal Street
Santa Cruz, CA 95060

After the public hearings, the Special Education Coordinating Agency Governing Council will adopt the first reading of the NSCC SELPA Local Plan.

For further information, please call 831-466-5700, or write to:
SELPA Director
North Santa Cruz County SELPA
400 Encinal Street
Santa Cruz, CA 95060

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YVETTE BROOKS
SANTA CRUZ CO. OFFICE OF EDUCATION
400 ENCINAL STREET
SANTA CRUZ, CA 95060

CNS 3350553

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: NSCC SELPA LOCAL PLAN FIRST READING

To the right is a copy of the notice you sent to us for publication in the SANTA CRUZ SENTINEL. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

03/09/2020

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NOTICE OF PUBLIC HEARINGS
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For further information, please call 831-466-5700, or write to:
SELPA Director
North Santa Cruz County SELPA
400 Encinal Street
Santa Cruz, CA 95060
3/9/20
CNS-3350553#
SANTA CRUZ SENTINEL



LOCAL PLAN

Section A: Contacts and Certifications

SPECIAL EDUCATION LOCAL PLAN AREA



California Department of Education

Special Education Division

Version 2.0

Section A: Contacts and Certifications

SELPA

Fiscal Year

Contact Information and Certification Requirements

From the five choices below, check the box that best represents the Special Education Local Plan Area's (SELPA's) planned submission to the CDE:

- | | |
|---|---|
| <input type="checkbox"/> Initial Local Plan (new SELPAs only) | <input checked="" type="checkbox"/> Amended Governance and Administration |
| <input type="checkbox"/> Annual Plan | <input checked="" type="checkbox"/> Amended Annual Plan |
| | <input type="checkbox"/> Amended Local Educational Agency Membership |

Special Education Local Plan Area Contact Information

Include current contact information for the SELPA administrator and the administrative unit and fiscal agency responsible for the implementation of the local plan.

Special Education Local Plan Area Administrator

SELPA administrator position changes do not require amendments to the local plan. However, in such cases, new SELPA administrators assume the responsibility for the contents and implementation of the last submitted and approved local plan filed with the California Department of Education (CDE).

SELPA Contact Information

SELPA Name	<input type="text" value="North Santa Cruz County SELPA"/>		
SELPA Code	<input type="text" value="4401"/>		
Street Address	<input type="text" value="400 Encinal Street"/>	Zip Code	<input type="text" value="95060"/>
City	<input type="text" value="Santa Cruz"/>	County	<input type="text" value="Santa Cruz"/>
Administrator First Name	<input type="text" value="Jessica"/>		
Administrator Last Name	<input type="text" value="Little"/>		
Email	<input type="text" value="jlittle@santacruzcoe.org"/>		
Telephone	<input type="text" value="(831) 466-5701"/>	Extension	<input type="text"/>
Contact Title	<input type="text" value="Sr. SELPA Director"/>		
Web Address	<input type="text" value="www.nscselpa.org"/>		

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

Responsible Local Agency (RLA)/Administrative Unit (AU) Contact Information

RLA/AU	Santa Cruz County Office of Education		
Street Address	400 Encinal Street	Zip Code	95060
City	Santa Cruz	County	Santa Cruz
Superintendent First Name	Faris	Last Name	Sabbah
Email	fsabbah@santacruzcoe.org		
Telephone	(831) 466-5900	Extension	
Web Address	www.santacruzcoe.org		

Special Education Local Plan Agency Review Requirements

Community Advisory Committee

The SELPA must provide the local plan Governance and Administration component (Section B) to the Community Advisory Committee (CAC) for review. The CAC must be provided with at least 30 days to conduct this review.

The local plan was provided to the CAC for review on what date Jan 28, 2020

County Office of Education

(California Education Code (EC) sections 56140, 56195.1(c), and 56205)

Within 45 days, the County Office of Education (COE), or COEs (as applicable) must approve or disapprove any proposed initial local plan submitted by a local educational agency (LEA) or group of LEAs within the county or counties, and any amendment to the Governance and Administration element thereafter.

COE responsible for approving the Local Plan is the Santa Cruz County Office of Education

The local plan was submitted to the COE on what date May 21, 2020

Section A: Contacts and Certifications

SELPA

Fiscal Year

Public Hearing Requirements

Local Educational Agency

Annual Budget and Service Plans (Sections D, E, and Attachments)

LEAs participating in a SELPA's governance structure are not required to convene a separate public hearing for the adoption of the Annual Budget and Service Plans. However, LEAs must post PH notices at each school site with information related to the SELPA's PH for the adoption of the Annual Budget Plan, and/or Annual Service Plan at least 15 days before the hearing. Evidence of the posting should be maintained and made available upon request by the CDE.

Special Education Local Plan Area

Annual Budget and Services Plans (Sections D, E, and Attachments)

A PH notice for the adoption of the Annual Budget and/or Annual Service Plan(s) shall be posted at least 15 days before the hearing.

Annual Budget Plan PH Posting Date

Annual Budget Plan PH Date

Annual Services Plan PH Posting Date

Annual Services Plan PH Date

Submitting the Local Plan to the California Department of Education

STEP 1:

Section A is required when submitting any and all local plan sections to the CDE for approval.

STEP 2:

Select the radio button and check-box that represents whether the SELPA's organization is a single-LEA, or multiple-LEA structure; and the membership participation (including charter schools, COEs, and whether the SELPA meets the criteria for a small and sparse SELPA).

☐ **Single-LEA** ☒ **Multiple-LEAs**

☐ Charter Schools Only

☐ LEAs Only (including Charter LEAs)

Section A: Contacts and Certifications

SELPA

Fiscal Year

☐ COE/LEA

☐ Small and Sparse (EC sections 56211 through 56212)

STEP 3:

Is the local plan component (Governance and Administration, Annual Budget Plan, or Annual Service Plan) an amendment to a previously submitted plan?

☒ Yes ☐ No If "Yes," enter the fiscal year of the previously approved plan

STEP 4:

Include the agency, name, and title of the participants who collaborated in the development of the local plan sections. Select the "Add" button to insert a new row and the "-" button to delete the corresponding row.

Add	Agency	First and Last Name	Title	Section
-	Soquel Elementary	Yvette Brooks	CAC Member	All Sections
-	Soquel Elementary	Eric Olsen	Administrator	All Sections
-	Santa Cruz County Office	John Armstrong	General Ed. Teacher	All Sections
-	San Lorenzo Valley	Alyson Paolini	Special Ed. Teacher	All Sections
-	Santa Cruz County Office	Kirsten Pohlman	Resource Specialist	All Sections

STEP 5:

Select the check box to indicate which of the five certifications are being submitted. Include the total number of each type of certification being submitted.

<input checked="" type="checkbox"/> Certification 1	Number Submitted	<input type="text" value="1"/>
<input checked="" type="checkbox"/> Certification 2	Number Submitted	<input type="text" value="1"/>
<input checked="" type="checkbox"/> Certification 3	Number Submitted	<input type="text" value="1"/>
<input checked="" type="checkbox"/> Certification 4	Number Submitted	<input type="text" value="1"/>
<input checked="" type="checkbox"/> Certification 5	Number Submitted	<input type="text" value="13"/>

Section A: Contacts and Certifications

SELPA

Fiscal Year

STEP 6:

Make sure all applicable certifications are signed electronically and are attached to this pdf.

STEP 7:

Electronically submit the completed section(s) to the CDE at SELPALocalPlan@cde.ca.gov. SELPAs may individually email the corresponding Sections (B, D, E), and the Attachments file to the CDE in the same manner. Or, SELPA may attach all files to a single email.

IMPORTANT: Include the SELPA name, "Local Plan" and the Sections (A, B, D, E, and/or Attachments) being submitted in the "Subject" line of all emails sent to the CDE.

Section A: Contacts and Certifications

SELPA

Fiscal Year

Certification 1: Governance and Administration

Certification 1 is required for an initial Section B submission to the CDE, and each subsequently amended submission.

I certify the attached Governance and Administration local plan section has been adopted at LEA public hearings by the represented local board(s) (LEA/county) and is the basis for the operation and administration of special education programs. I further assure the agency(ies) represented herein will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the Individuals with Disabilities Education Act (IDEA), Title 20 of *United States Code (USC)* 1400 et seq., implementing regulations under Title 34 *Code of Federal Regulations (34 CFR)* Parts 300 and 303, 29 *USC* 705 (20) and 794-794b, the Federal Rehabilitation Act of 1973 as amended, the provisions of the California *EC* Part 30, and Chapter 3 Division 1 of Title 5 of the *California Code of Regulations (5 CCR)*. Copies of all interagency agreements have been attached to the Governance and Administration section of the local plan.

I further certify written agreements have been developed and entered into by LEAs participating in the local plan. Such agreements include, but are not limited to all provisions pursuant to *EC* Section 56195.7.

Web address where the SELPA local plan, including all sections, is posted.

RLA/AU Authorized Agent

Date

Local Governance Council Chairperson

Date

SELPA Administrator

Date

Section A: Contacts and Certifications

SELPA

Fiscal Year

Certification 2: Annual Budget Plan and Annual Service Plan

Certification 2 is required for an initial Section D, and/or E submission to the CDE and each subsequent annual revision.

I certify the attached local plan section(s) including, (1) the Annual Budget Plan; and/or (2) the Annual Service Plan has/have was/were adopted at a SELPA public hearing and is/are the basis for the operation and administration of special education programs specified herein. I further assure the agency(ies) represented will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the Individuals with Disabilities Education Act (IDEA), 20 *USC* 1400 et seq., and implementing regulations under 34 *CFR* Parts 300 and 303, 29 *USC* 705 (20) and 794-794b, the Federal Rehabilitation Act of 1973 as amended, the provisions of the California *EC* Part 30, and Chapter 3 Division 1 of 5 *CCR*.

Web address where the SELPA local plan, including all sections, is posted.

RLA/AU Authorized Agent

Date

Local Governance Council Chairperson

Date

SELPA Administrator

Date

LOCAL PLAN

Section B: Governance and Administration

SPECIAL EDUCATION LOCAL PLAN AREA



California Department of Education

Special Education Division

January 2020

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

B. Governance and Administration

California *Education Code (EC)* sections 56195 et seq. and 56205

Participating Local Educational Agencies

Participating local educational agencies (LEAs) included in the Special Education Local Plan Area (SELPA) local plan must be identified in Attachment I.

Special Education Local Plan Area—Local Plan Requirements

1. Describe the geographic service area covered by the local plan:

The North Santa Cruz County Special Education Local Plan Area (SELPA) is a multi-district SELPA comprised of 13 local educational agencies (LEAs) including 10 school districts: Bonny Doon Elementary, Happy Valley Elementary, Live Oak Elementary, Mountain Elementary, Pacific Elementary, Santa Cruz City Elementary, Santa Cruz City High School, San Lorenzo Valley Unified, Scotts Valley Unified, Soquel Union Elementary; two charter schools that are their own LEA for Special Education purposes; Delta Charter School, Pacific Collegiate Charter School; and the Santa Cruz County Office of Education (SCCOE). The SCCOE is designated as the Administrative Unit (AU) for the North Santa Cruz County SELPA.

The SCCOE is considered an LEA for all purposes of this agreement except where referred to as the AU. In adopting the local plan, each participating LEA agrees to carry out the duties and responsibilities assigned to it within the plan and to ensure equal access to programs and services to eligible persons requiring special education in the service region.

2. Describe the SELPA regional governance and administrative structure of the local plan. Clearly define the roles and structure of a multi-LEA governing body, or single LEA administration as applicable:

The regional governance and administrative structure of the SELPA is established by agreement among the governing boards of the member LEAs. It consists of the Special Education Coordinating Agency (SECA), the Special Education Council (SEC), and the Community Advisory Committee (CAC). The SELPA Director may convene additional advisory committees. The SELPA Director is responsible for coordination of the SELPA and implementation of the local plan.

The Roles and structure are defined below. Additional information can also be found in the Joint Powers Agreement (JPA), CAC by-laws, SECA by-laws and SELPA Procedural Handbook.

Special Education Coordinating Agency (SECA)

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

The SELPA governance council, SECA, consists of the superintendent/chief administrative officers of each of the participating LEAs, each of whom provide a liaison function between the LEA governing board and SECA. LEA superintendents/chief administrators exercise their authority and responsibilities in accordance with policies and procedures of their local governing boards and within the voting procedures of the Special Education Coordinating Agency Joint Powers Agreement. A quorum shall consist of 7 members. A chair and vice-chair shall be elected annually. The SELPA Director serves an ex-officio member. SECA shall hold regular meetings at least quarterly each school year. All meetings of SECA shall be held according to law and the Brown Act.

SECA Responsibilities

Adopting SELPA policies, administrative regulations, procedures, resolutions, and guidelines for the management and implementation of special education programs and services within the SELPA;

Approving SELPA budgets and expenditures for regionalized services and SELPA program specialists;

Supervising the recruitment and selection process for the SELPA Director;

Providing direction to the SELPA Director for regionalized and program specialist services;

Directing that data be gathered, interpreted, and reported regarding the implementation, administration and operation of the local plan;

Reviewing data in order to monitor planned and actual accomplishments of special education programs in the districts that comprise the local plan;

Receiving and reviewing an annual report of all due process and compliance complaints filed within the SELPA;

Recommending special education policy for adoption by governing boards;

Review and approve amendments to the local plan, the SELPA annual service and budget plans;

Review and approve program transfers;

Review and approve any changes in the income distribution model; and

Evaluate the SELPA Director.

All SECA members have one vote and decisions will be made by a majority vote except in circumstances where state or federal mandates require a unanimous vote. A weighted vote may be held on any action item at the request of any member of SECA prior to the vote.

The County Superintendent of Schools

The County Superintendent of Santa Cruz County shall be designated as the Superintendent of the Responsible Local Agency (RLA). The RLA Superintendent will serve as a member of the Special Education Coordinating Agency (SECA) and will have the responsibility for the coordination and implementation of the Local Plan in accordance with approved policies and procedures.

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

RLA Superintendent Responsibilities

Serve as a member of the SECA;

Serve as the employing agency for personnel who have responsibilities throughout the Local Plan Area. Such personnel will include, but not be limited to the SELPA Director and Program Specialists. Employment of such personnel will be in accordance with personnel policies and practices of the SCCOE and procedural employment policies approved by the SECA;

Employ appropriate classified personnel in support of the SELPA certificated staff;

Along with the SECA Chairperson and other member(s), provide for the annual evaluation of the SELPA administrator;

Receive and maintain accountability for the use of Regionalized Service funds appropriated to the SELPA;

Establish appropriate record keeping procedures to be followed by each LEA for purposes of maintaining accurate fiscal and accounting records in accordance with state and federal requirements and submit required reports to the appropriate authorities; Provide technical support for the Management Information System (MIS) necessary to comply with the requirements of the State Department of Education and,

Recommend to the SECA a plan for the sharing of regionalized service funds when LEAs are required to perform duties related to staff development, fiscal and accounting reports or other data gathering activities associated with required reporting activities.

Community Advisory Committee (CAC)

The CAC serves the Special Education Local Plan Area and the Special Education Coordinating Agency in an advisory capacity, in accordance with Education Code 56190-56194, by-laws, and the North Santa Cruz County SELPA Procedural Guidelines Handbook. CAC reviews and provides input into the development of the local plan, recommends annual priorities to be addressed by the SELPA, and assists in parent education and awareness. The CAC includes parents, students, special education and general education staff members, and community members appointed by LEA governing boards. At least a majority of the CAC shall be composed of parents of students enrolled in schools participating in the local plan and at least a majority of such parents shall be parents of students with disabilities within the SELPA.

CAC members shall be appointed by LEA governing boards. The SELPA Director or designee serves as ex-officio member of the CAC and acts as the liaison between the CAC and the SECA.

CAC Responsibilities

Advising the policy and administrative entity on the development, amendment, and review of the local plan; Recommending annual priorities to be addressed by the SELPA;

Assisting in parent education and in recruiting parents and other volunteers who may contribute to the implementation of the plan;

Encouraging community involvement in the development of the local plan; Supporting activities on behalf of individuals with exceptional needs; and

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

Assisting in parent awareness of the importance of regular school attendance. The CAC shall have regularly scheduled meetings no less than two times per year. All meetings of the committee shall be held according to law and the Brown Act.

Special Education Council (SEC)

The SEC is an advisory body to the SELPA administrator and the Special Education Coordinating Agency. The SEC consists of special education administrators. The LEA special education administrators are responsible as individuals for the operation of their Local Education Agency programs to ensure that all eligible students with disabilities receive appropriate services. The purpose of SEC is to provide input to the SELPA Director regarding the local plan, special education program needs, professional development, the funding allocation model, the development of inter-agency agreements, policies, forms, and procedures.

Meetings of SEC also provide participants with a venue for sharing ideas regarding issues such as IEP development and implementation, curriculum, scope and sequence, student performance targets, assessments, instructional best practices, and day-to-day operations.

In addition, SEC:

Provides a summary at each meeting of SECA;

Acts as a conduit for information between the SELPA Director and each LEA's special education departments and/or others as needed;

Acts as a resource to the CAC and provides assistance in identifying an individual to serve as a liaison to the CAC Special Focus/ Ad Hoc Committees.

The SELPA Director may convene informal special focus advisory committees in areas such as fiscal monitoring, program development, SELPA adoption of student information systems, development and revision of IEP forms, development and revision of guidelines or procedures, and interagency agreements. Each committee will meet only as long as necessary to complete a specific purpose.

SELPA Director

The AU is responsible for the recruitment of the SELPA Director. The selection of a candidate for the position of SELPA Director shall be the responsibility of the SECA. The SECA conducts the evaluation of the SELPA Director. The SELPA Director assists in assuring that districts and the Santa Cruz County Office of Education provide a full continuum of programs and services to students with disabilities and that these programs and services are provided according to all legal mandates. The SELPA Director provides support and resources to members of the public, including parents or guardians of individuals requiring special education who are receiving services under the local plan, including the availability of established due process and legal service options and procedures. In cooperation with the State Department of Education, the

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

SELPA Director provides information to ensure that all special education students receive due process of law.

Responsibilities of the SELPA Director – E. C. 56205 (D) (ii):

Under the direction of the RLA Superintendent and the SECA, the SELPA Director responsibilities shall include, but are not limited to:

Coordinating the implementation of all components of the local plan;

Preparing and implementing annual budget and service plans;

Developing, implementing, supervising, and evaluating regionalized services;

Overseeing the recruitment, supervision, and evaluation of SELPA staff;

Developing and implementing policies, procedures, and local agreements that will ensure that all students are provided with a free and appropriate public education;

Developing and maintaining interagency agreements with San Andreas Regional Center, California Children's Services, Head Start, and others as needed to ensure a full range of special education programs and services;

Ensuring appropriate use of federal, state, and local funds allocated for special education;

Preparing program and fiscal reports required by the LEAs, SELPA, and State Department of Education;

Developing and implementing a plan for personnel development, including training of staff and parents;

Providing technical assistance and consultation to LEAs in all areas of special education, including complaint and due process procedures;

Adopting and implementing a management information system;

Establishing and maintaining a positive relationship with all members of the SELPA;

Informing the superintendents of the status of the special education programs; and

Serving as an ex-officio member of the SECA and the CAC.

3. Describe the SELPA's regional policy making process. Clearly define the roles of a multi-LEA governing body, or single LEA administration as applicable related to the policy making process for coordinating and implementing the local plan:

SELPA policies, procedures, and local agreements necessary to support the implementation of the local plan, and as required by legal mandates, have been developed and are available upon request. These documents can be requested through the SELPA office.

According to the Joint Powers Agreement, the formal adoption of policies shall be by majority vote of LEA representatives at the SECA. Policy proposals and suggested amendments to, or revisions of, existing policies shall be submitted and suggested to all members of the Governing Council in writing prior to a regularly scheduled Council meeting in which such proposed policies, amendments, or revisions shall be read and discussed. Policies will, barring emergencies, be adopted or amended after consideration at two meetings of the Council. Policies may be approved for interim application on one reading but will require a second reading for formal adoption. The agenda minutes shall be marked to indicate policy matters.

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Directly following the approval or revision of any policy within the SELPA, Superintendents are charged with the task to work with LEA Administrators and staff to implement all SELPA adopted policies and procedures.

LEA Governing Boards

The governing board of each LEA shall approve its participation in the SELPA for Special Education. The local governing board responsibilities include, but are not limited to: Approval of the local plan; Adoption of policies and procedures for special education programs and services within their districts; LEA compliance with all elements of the local plan; Input on SELPA policies and procedures through the Superintendent of the LEA.

4. Clearly define the roles of the County Office of Education (COE) as applicable, and/or any other administrative supports necessary to coordinate and implement the local plan:

SELPA policies, procedures, and local agreements necessary to support the implementation of the local plan, and as required by legal mandates, have been developed and are available upon request. These documents can be requested through the SELPA office.

According to the Joint Powers Agreement, the formal adoption of policies shall be by majority vote of LEA representatives at the SECA. Policy proposals and suggested amendments to, or revisions of, existing policies shall be submitted and suggested to all members of the Governing Council in writing prior to a regularly scheduled Council meeting in which such proposed policies, amendments, or revisions shall be read and discussed. Policies will, barring emergencies, be adopted or amended after consideration at two meetings of the Council. Policies may be approved for interim application on one reading but will require a second reading for formal adoption. The agenda minutes shall be marked to indicate policy matters. Directly following the approval or revision of any policy within the SELPA, Superintendents are charged with the task to work with LEA Administrators and staff to implement all SELPA adopted policies and procedures.

LEA Governing Boards

The governing board of each LEA shall approve its participation in the SELPA for Special Education. The local governing board responsibilities include, but are not limited to: Approval of the local plan; Adoption of policies and procedures for special education programs and services within their districts; LEA compliance with all elements of the local plan; Input on SELPA policies and procedures through the Superintendent of the LEA.

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5. Describe the policies and procedures of the SELPA that allow for the participation of charter schools in the local plan:

Students enrolled in charter schools are entitled to special education services in a manner similar to those enrolled in public school in the district, charter schools within the SELPA shall comply with all requirements of applicable state and federal law regarding provision of special education services (Education Code §56000 et seq., Individuals with Disabilities Education Act 20 U.S.C. Chapter 33).

A charter school shall not discriminate against any pupil in its admission criteria, including on the basis of disability. The charter school's participation in the SELPA will be determined by whether it operates as a school of its chartering district or an LEA member of a SELPA. If the charter school is operating as an LEA member of the SELPA, the charter school shall be treated as all other SELPA-member LEAs by the administrative unit, SELPA Governing Board and the SELPA Administrator.

Charter schools that are categorized as dependent and not deemed an LEA for special education purposes are aligned with the chartering district. They will participate in the federal/state funding in the same manner as the other schools within the chartering district. The chartering district shall be responsible for ensuring that all children with disabilities enrolled in the charter school receive special education services in the same manner that is consistent with all applicable provisions of state and federal law. A charter school may apply to become an LEA for special education purposes. The Special Education Coordinating Agency Governing Council shall determine whether the charter school has provided requisite assurances. Once approved as an LEA, the charter school shall participate in the governance of the SELPA in the same manner as other school districts within the SELPA. LEA status will become effective on July 1 of the next school year.

Prior to final approval and full acceptance as a member LEA, the charter school will continue to be deemed a public school of the chartering district. Once approved, the LEA charter school will choose a representative to the Governance Board and a representative to the Special Education Council. The representative to the Governance Board must be the chief executive officer pursuant to the Governance Board bylaws. The representative to the Special Education Council shall be an authorized agent designated by the governing board of the charter school. If disapproved of LEA status, the SELPA administrator will provide the applicant with a written finding that delineates the reason(s) for disapproval. Once deemed a member LEA, the charter school, like other member LEAs shall:

Fully participate in governance of the SELPA in the manner outlined in the local plan and shall choose a representative to the SELPA Governance Council and to the SELPA Special Education Council;
Accept all responsibilities of an LEA in the implementation of the local plan;
Fully comply with policies and procedures outlined in the local plan and procedural handbooks;

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Contribute to, participate in, and receive the benefits of regionalized services;
 Receive state and federal funding for special education in accordance with the SELPA AB 602 Funding Allocation Plan;
 Be responsible for all costs incurred in the provision of special education and related services, including but not limited to instruction, services, transportation, nonpublic school/agency placements, inter/intra SELPA placements, due process proceedings, complaints and attorney fees, without regard for the location in which the student may reside;
 Document that all state and federal special education funds apportioned to the charter school are used for the sole purpose of providing special education instruction and/or related services to identified students with disabilities; and
 Return any special education apportionment not used solely for the purpose of providing special education instruction and/or related services to identified students with disabilities, if recaptured by the SELPA for reallocation to other LEAs. Annually collect data and submit to the SELPA by June 30 of each year, the total number of students who submitted an application and were accepted into the charter school in the previous school year (i.e., submit June 30, 2019 for the 2018-2019 school year): the number of general education and special education student (students with either an Individualized Education Plan (IEP) or Section 504 Plan) who applied for admission to the charter school; and the number of general education and special education students who were admitted to the charter school during the previous school year. Following approval by the Governance Board, the SELPA local plan must be amended, the governing boards of all participating LEAs must approve the amendment, and the amended local plan must be submitted to CDE for final approval. If the approval of a charter school as an LEA requires a change in the SELPA AB 602 Funding Allocation Plan, such change shall be adopted pursuant to the policy-making process outlined in the local plan. A request by a charter school to participate as an LEA in the North Santa Cruz County SELPA will not be treated differently from a similar request made by a school district. In reviewing and approving such a request, the following requirements shall apply:
 The charter school shall participate in state and federal funding for special education and receive funding in the same manner as other LEAs of the SELPA as specified in the SELPA income distribution model;
 The charter school shall participate in the governance of the SELPA in the same manner as other LEAs of the SELPA; and
 The addition of new members to the North Santa Cruz County SELPA, as approved by SECA, shall be followed by an amendment to the local plan.

It is the Community Advisory Committee's intent to take a proactive interest in all matters concerning the Local Plan and the children and families which it serves. It is directly involved in both the planning and implementation being done on their behalf.

The CAC serves the Special Education Local Plan Area and the Special Education Coordinating Agency in an advisory capacity, in accordance with Education Code 56190-56194 and the North Santa Cruz SELPA CAC by-laws. CAC reviews and provides input into the development of the local plan, recommends annual priorities to be addressed by the SELPA, and assists in parent education and awareness. The CAC includes parents, students, special education and general

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education staff members, and community members appointed by LEA governing boards. The majority of members are parents, and the majority of parents are parents of children with disabilities within the SELPA.

CAC members shall be appointed by LEA governing boards. The SELPA Director or designee serves as ex-officio member of the CAC and acts as the liaison between the CAC and the SECA.

CAC Responsibilities

Advising the policy and administrative entity on the development, amendment, and review of the local plan;

Recommending annual priorities to be addressed by the SELPA;

Assisting in parent education and in recruiting parents and other volunteers who may contribute to the implementation of the plan;

Encouraging community involvement in the development of the local plan;

Supporting activities on behalf of individuals with exceptional needs; and

Assisting in parent awareness of the importance of regular school attendance.

The CAC shall have regularly scheduled meetings not less than two times per year. All meetings of the committee shall be held according to law and the Brown Act.

6. Identify and describe the representation and participation of the SELPA community advisory committee (CAC) pursuant to EC Section 56190 in the development of the local plan:

It is the Community Advisory Committee's intent to take a proactive interest in all matters concerning the Local Plan and the children and families which it serves. It is directly involved in both the planning and implementation being done on their behalf.

The CAC serves the Special Education Local Plan Area and the Special Education Coordinating Agency in an advisory capacity, in accordance with Education Code 56190-56194 and the North Santa Cruz SELPA CAC by-laws. CAC reviews and provides input into the development of the local plan, recommends annual priorities to be addressed by the SELPA, and assists in parent education and awareness. The CAC includes parents, students, special education and general education staff members, and community members appointed by LEA governing boards. The majority of members are parents, and the majority of parents are parents of children with disabilities within the SELPA.

CAC members shall be appointed by LEA governing boards. The SELPA Director or designee serves as ex-officio member of the CAC and acts as the liaison between the CAC and the SECA.

CAC Responsibilities

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Advising the policy and administrative entity on the development, amendment, and review of the local plan; Recommending annual priorities to be addressed by the SELPA; Assisting in parent education and in recruiting parents and other volunteers who may contribute to the implementation of the plan; Encouraging community involvement in the development of the local plan; Supporting activities on behalf of individuals with exceptional needs; and Assisting in parent awareness of the importance of regular school attendance.

The CAC shall have regularly scheduled meetings not less than two times per year. All meetings of the committee shall be held according to law and the Brown Act.

7. Describe the SELPA's process for regular consultations regarding the plan development with representative of special education and regular education teachers, and administrators selected by the groups they represent and parent members of the CAC:

The SELPA Director shall be responsible for the coordination of the development of any proposed amendments to the local plan. Amendments to the permanent portion of the local plan may be considered at any time. The SECA may adopt changes to the local plan on an interim basis, not to exceed one school year. To formally adopt proposed and interim amendments the following procedure shall be followed:
A committee comprised of special and regular education teachers and administrators, as well as CAC representatives shall be convened to provide input and make recommendations regarding the proposed or interim amendments to the local plan.

The CAC and other advisory groups as determined appropriate by the SELPA Director will review the recommended amendments to the local plan, as presented by the committee, and provide additional input and revision, if needed.

The SECA will review and approve the final draft amendments of the local plan and submit to the LEA governing boards for approval.

LEA governing boards will review and take action on the recommended amendments to the local plan within 60 days of submission from the SECA.

Amendments require the approval of each LEA governing board.

Following approval by all LEA governing boards, the SELPA will submit the local plan to the State Department of Special Education for submission to the State Board of Education.

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8. Identify and describe the responsible local agency (RLA), Administrative Unit (AU), or other agency who is responsible for performing tasks such as the receipt and distribution of funds, provision of administrative support, and coordination and implementation of the plan:

All funds flow from the State directly to the North Santa Cruz County (NSCC) Special Education Local Plan Area (SELPA) Administrative Unit (AU), which is the Santa Cruz County Office of Education (SCCOE). The SELPA Administrative Unit (AU), in turn, allocates the funds to SELPA-member Local Education Agencies (LEAs or districts) according to the SELPA AB602 Allocation Plan.

AB602 Allocation Plan Income Distribution Model and Maintenance of Effort

An income distribution model has been adopted by the SELPA and shall be reviewed and revised on a regular basis. The model distributes all funds pursuant to applicable state and federal regulations. Each LEA acknowledges the obligation to maintain the level of general fund contribution towards the provision of special education services at a level equal to or greater than that of the prior year (Maintenance of Effort), in compliance with state and federal mandates. The County Superintendent of the Santa Cruz County Office of Education shall be designated as the Superintendent of the Responsible Local Agency (RLA). The RLA Superintendent will serve as a member of the Special Education Coordinating Agency (SECA) and will have the responsibility for the coordination and implementation of the Local Plan in accordance with approved policies and procedures.

RLA Superintendent Responsibilities

Serve as a member of the SECA;
Receive and maintain accountability for the use of Regionalized Service funds appropriated to the SELPA;

Establish appropriate record keeping procedures to be followed by each LEA for purposes of maintaining accurate fiscal and accounting records in accordance with state and federal requirements and submit required reports to the appropriate authorities;

Recommend to the SECA a plan for the sharing of regionalized service funds when LEAs are required to perform duties related to staff development, fiscal and accounting reports or other data gathering activities associated with required reporting activities.

Administrative Unit (AU)

The SECA has designated the SCCOE as the AU for the SELPA. The AU is the SELPA's fiscal agent and is responsible for implementing the following functions according to an MOU between the AU and SELPA:

Receipt and distribution of special education funds for the operation of special education

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programs and services, pursuant to state and federal law;

Administrative support, including establishing and maintaining an office for SELPA staff;

Employment of SELPA staff to coordinate implementation of the local plan.

9. Describe the contractual agreements and the SELPA's system for determining the responsibility of participating agency for the education of each student with special needs residing within the geographical area served by the plan:

Each Local Education Agency (LEA) member of the North Santa Cruz County SELPA shall ensure that interagency agreements and other means of interagency coordination are in effect to ensure services required for a free appropriate public education (FAPE) are provided.

Interagency agreements necessary to support the implementation of the local plan, and as required by legal mandates, have been developed with the following agencies: California Children's Services, Encompass Community Services, Head Start, San Andreas Regional Center.

Other interagency agreements will be developed as needed. Copies of these documents can be requested through the SELPA office.

Each LEA is responsible for obtaining and implementing all services as outlined in Individual Education Plans (IEPs) and Individual Family Service Plans (IFSPs) to ensure a free appropriate public education (FAPE).

When IEP services and placements are needed that are not available or accessible through the SELPA's interagency agreements, LEAs may choose to enter into a contractual agreement for services with a non-public agency (NPA) or non-public school (NPS) pursuant to the SELPA Master Contract.

The LEA representative shall review the master contract, create an individual services agreement (ISA), and review the IEP to ensure that all services agreed upon and specified in the IEP are provided. Each LEA that contracts with a nonpublic, nonsectarian school shall evaluate the placement of its student(s) in such schools on at least an annual basis and prior to placement as part of the annual IEP review. The LEA shall conduct at least one onsite monitoring visit each school year they have a student placed via a master contract.

The monitoring visit shall include:

A review of services provided through the ISA

A review of progress on goals

A review of progress on goals specific to a Behavior Intervention Plan (BIP)

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An observation of the pupil during instruction

A walkthrough of the facility

Submit the findings of the monitoring visit to the California Department of Education (CDE) within 60 days of the visit.

All nonpublic school and nonpublic agency contractor services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code, section 56366 et seq and within the professional scope of practice of each provider's license, certification and/or credential.

The contractor shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. The contractor shall also comply with all applicable LEA policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to contractor.

10. For multi-LEA local plans, specify:

- a. The responsibilities of each participating COE and LEA governing board in the policymaking process:

According to the Joint Powers Agreement, the formal adoption of policies shall be by majority vote of LEA representatives at the SECA. Policy proposals and suggested amendments to or revisions of existing policies shall be submitted and suggested to all members of the Governing Council in writing prior to a regularly scheduled Council meeting in which such proposed policies, amendments, or revisions shall be read and discussed. Policies will, barring emergencies, be adopted or amended after consideration at two meetings of the Council. Policies may be approved for interim application on one reading but will require a second reading for formal adoption. The agenda minutes shall be marked to indicate policy matters.

Directly following the approval or revision of any policy within the North Santa Cruz County SELPA, Superintendents are charged with the task to work with LEA Administrators and staff to implement all SELPA adopted policies and procedures.

Santa Cruz County Office of Education and LEA Governing Boards

The governing board of each LEA and the Santa Cruz County Office of Education shall approve its participation in the North Santa Cruz County Local Plan for Special Education.

The local governing board responsibilities include, but are not limited to:

Approval of the local plan;

Adoption of policies and procedures for special education programs and services within their districts;

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Compliance with all elements of the local plan;
Input on SELPA policies and procedures through the superintendent of the LEA or County

- b. The responsibilities of the superintendents of each participating LEA and COE in the implementation of the local plan:

The Responsible Local Agency (RLA) is the Santa Cruz County Superintendent. The RLA and the Superintendents/Administrators of each LEA are responsible to their respective governing boards for the implementation of all elements of the local plan.

LEA and COE Superintendents

Serve as a member of the SECA;
Assist in the identification of special education program and service needs for the North Santa Cruz County SELPA through participation on the SECA; and
Communicate SELPA information to their governing boards.

LEA Special Education Administrators

LEA Special Education Administrators are responsible for the coordination of special education services and programs within their agencies and for the implementation of the local plan.

LEA Governing Boards

The governing board of each LEA shall approve its participation in the North Santa Cruz County Local Plan for Special Education. The local governing board responsibilities include, but are not limited to:

Approval of the local plan;
Adoption of policies and procedures for special education programs and services within their districts;
LEA compliance with all elements of the local plan;
Input on SELPA policies and procedures through the superintendent of the LEA; and,
Appointment of individuals to the CAC.

- c. The responsibilities of each LEA and COE for coordinating the administration of the local plan:

Local Educational Agency (LEA) and County Office of Education (COE) Responsibilities:

Board policy of each LEA member of the North Santa Cruz County SELPA Local Plan shall indicate that the LEA is responsible for educating children with disabilities in the least restrictive

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environment (LRE). Placement in special education programs or services occurs only when the nature or severity of the disability is such that the child's education, even with the use of modifications of the general education program, or use of supplementary aids or programs, cannot be achieved satisfactorily. Children with disabilities are served in their home districts whenever the needs identified on the individualized education program (IEP) can be met within the home district. However, it is recognized that some students have unique educational needs that cannot be met in their home districts. Because of such identified unique educational needs, some students receive services from other districts and/or the SCCOE within the SELPA.

LEA responsibilities include, but are not limited to:

- Coordinating and conducting Child Find activities;
- Developing and providing programs and services for all eligible students residing in the district and for students at private schools located in the district;
- Identifying and serving students in medical, foster or LCI facilities;
- Participating in state/district-wide assessments;
- Operating all special education programs and services in accordance with state and federal laws and regulations;
- Responding to compliance and due process complaints and implementing the decisions of compliance investigations or due process hearings;
- Utilizing the same management information system, forms, procedures and guidelines as all other districts within the SELPA; and
- Collecting and completing state and federal reporting requirements; including, but not limited to: timely submission of compliance and monitoring reports, self-reviews, comprehensive verification reviews, and other data submission as required by state and federal law.

LEA Governing Boards

The governing board of each LEA shall approve its participation in the North Santa Cruz County Local Plan for Special Education. The local governing board responsibilities include, but are not limited to:

- Approval of the local plan;
- Adoption of policies and procedures for special education programs and services within their districts;
- LEA compliance with all elements of the local plan;
- Input on SELPA policies and procedures through the superintendent of the LEA; and,
- Appointment of individuals to the CAC.

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11. Identify the respective roles of the RLA/AU, the SELPA administrator, and the individual LEAs associated with the SELPA related to:

- a. The hiring, supervision, evaluation, and discipline of the SELPA administrator and staff employed by the AU in support of the local plan:

The AU is responsible for the recruitment of the SELPA Director. The selection of a candidate for the position of SELPA Director shall be the responsibility of the SECA. The SECA supervises, disciplines, and conducts the evaluation of the SELPA Director in conjunction with the RLA/AU in accordance with the personnel policies and practices of the Santa Cruz County Office of Education.

RLA/ AU Superintendent Responsibilities

Serve as a member of the SECA;
Serve as the employing agency for personnel who have responsibilities throughout the Local Plan Area. Such personnel will include, but not be limited to the SELPA Director and Program Specialists. Employment of such personnel will be in accordance with personnel policies and practices of the SCCOE and procedural employment policies approved by the SECA;
Employ appropriate classified personnel in support of the SELPA certificated staff;
Along with the SECA Chairperson, provide the evaluation of the SELPA administrator.

SELPA Administrator:

Comply with AU personnel policies and procedures under the direction and supervision of the SECA and AU.

Individual LEA SECA Responsibilities

Supervising the recruitment and selection process for the SELPA Director;
Providing direction to the SELPA Director;
Directing that data be gathered, interpreted, and reported regarding the implementation, administration and operation of the local plan;
Reviewing data in order to monitor planned and actual accomplishments of special education programs in the districts that comprise the local plan;
Review and approve amendments to the local plan, the SELPA annual service and budget plans;
Evaluate the SELPA Director.

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- b. The local method used to distribute federal and state funds to the SELPA RLA/AU and to LEAs within the SELPA:

All funds flow from the State directly to the North Santa Cruz County (NSCC) Special Education Local Plan (SELPA) Administrative Unit (AU), which is the Santa Cruz County Office of Education. The SELPA Administrative Unit, in turn, allocates the funds to SELPA-member Local Education Agencies (LEAs or districts) according to the SELPA Allocation Plan. The Allocation Plan has been adopted by the SECA and shall be reviewed at least annually. The model distributes all funds pursuant to applicable state and federal regulations.

RLA/ Administrative Unit (AU)

The SECA has designated the SCCOE as the AU for the SELPA. The AU is the SELPA's fiscal agent and is responsible for receipt and distribution of special education funds for the operation of special education programs and services, pursuant to state and federal law.

The RLA/AU shall:

Establish appropriate record keeping procedures to be followed by each LEA for purposes of maintaining accurate fiscal and accounting records in accordance with state and federal requirements and submit required reports to the appropriate authorities; and

Recommend to the SECA a plan for the sharing of regionalized service funds when LEAs are required to perform duties related to staff development, fiscal and accounting reports or other data gathering activities associated with required reporting activities.

LEAs:

Member LEAs shall:

Contribute to, participate in, and receive the benefits of regionalized services;

Receive state and federal funding for special education in accordance with the SELPA AB602 Funding Allocation Plan;

Be responsible for all costs incurred in the provision of special education and related services, including but not limited to instruction, services, transportation, nonpublic school/agency placements, inter/intra SELPA placements, due process proceedings, complaints and attorney fees;

Document that all state and federal special education funds apportioned are used for the sole purpose of providing special education instruction and/or related services to identified students with disabilities; and

Return any special education apportionment not used solely for the purpose of providing special education instruction and/or related services to identified students with disabilities, if recaptured by the SELPA for reallocation to other LEAs.

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In addition, each LEA acknowledges the obligation to maintain the level of general fund contribution towards the provision of special education services at a level equal to or greater than that of the prior year (Maintenance of Effort), in compliance with state and federal mandates.

SELPA Director

The SELPA shall adopt an annual budget plan at a public hearing scheduled at a SECA meeting in compliance with all legal mandates. The annual budget plan shall identify expected income and expenditures as required by state and federal laws.

In addition, the SELPA Director shall:

Monitor the appropriate use of federal, state and local funds allocated for special education programs; and

Prepare program and fiscal reports required by the State and submit in a timely manner in accordance with regulations and requirements.

Monitor and review the Allocation Plan with the SECA.

c. The operation of special education programs: education programs:

RLA/Local Educational Agency and Santa Cruz County Office of Education (SCCOE)/ AU Responsibilities:

The County Superintendent of Santa Cruz County shall be designated as the Superintendent of the Responsible Local Agency (RLA). The RLA Superintendent will serve as a member of the Special Education Coordinating Agency (SECA) and will have the responsibility for the coordination and implementation of the Local Plan in accordance with approved policies and procedures.

The Santa Cruz County Office of Education (hereinafter referred to as "SCCOE") operates several types of programs, including Alternative Education Programs and Regional Special Educational Programs and services to meet a variety of student needs within the SELPA.

SELPA Director

The AU is responsible for the recruitment of the SELPA Director.

The SELPA Director assists in assuring that districts and county offices of education provide a full continuum of programs and services to students with disabilities and that these programs and services are provided according to all legal mandates. The SELPA Director provides support and resources to members of the public, including parents or guardians of individuals requiring special education who are receiving services under the local plan, including the availability of established due process and legal service options and procedures. In cooperation with the State Department of Education, the SELPA Director provides information to ensure that

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all special education students receive due process of law.

Responsibilities of the SELPA Director – E. C. 56205 (D) (ii):

Under the direction of the RLA Superintendent and the SECA, the SELPA Director responsibilities shall include, but are not limited to:

Coordinating the implementation of all components of the local plan;

Preparing and implementing annual budget and service plans;

Developing, implementing, supervising, and evaluating regionalized services;

Overseeing the recruitment, supervision, and evaluation of SELPA staff;

Developing and implementing policies, procedures, and local agreements that will ensure that all students are provided with a free and appropriate public education;

Developing and maintaining interagency agreements with San Andreas Regional Center, California Children's Services, Head Start, and others as needed to ensure a full range of special education programs and services;

Ensuring appropriate use of federal, state, and local funds allocated for special education;

Preparing program and fiscal reports required by the LEAs, SELPA, and State Department of Education;

Developing and implementing a plan for personnel development, including training of staff and parents;

Providing technical assistance and consultation to LEAs in all areas of special education, including complaint and due process procedures;

Adopting and implementing a management information system;

Establishing and maintaining a positive relationship with all members of the SELPA;

Informing the superintendents of the status of the special education programs;

Local Educational Agency (LEA)

Board policy of each LEA member of the North Santa Cruz County SELPA Local Plan shall indicate that the LEA is responsible for educating children with disabilities in the least restrictive environment. Placement in special education programs or services occurs only when the nature or severity of the disability is such that the child's education, even with the use of modifications of the general education program or use of supplementary aids or programs, cannot be achieved satisfactorily. Children with disabilities are served in their home districts whenever the needs identified on the individualized education program (IEP) can be met within the home district. However, it is recognized that some students have unique educational needs that cannot be met in their home districts. Because of such identified unique educational needs, some students receive services from other districts and/or the SCCOE within the SELPA.

LEA responsibilities include, but are not limited to:

Coordinating and conducting Child Find activities;

Developing and providing programs and services for all eligible students residing in the district and for students at private schools located in the district;

Identifying and serving students in medical, foster or Licensed Children's Institutions (LCI)

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facilities;
 Participating in state/district-wide assessments;
 Operating all special education programs and services in accordance with state and federal laws and regulations;
 Responding to compliance and due process complaints and implementing the decisions of compliance investigations or due process hearings;
 Utilizing the same management information system, forms, procedures and guidelines as all other districts within the SELPA; and
 Collecting and completing state and federal reporting requirements; including, but not limited to: timely submission of compliance and monitoring self-reviews, and comprehensive verification reviews, and other data submission as required by state and federal law.

LEA Special Education Administrators

LEA special education administrators are responsible for the coordination of special education services and programs within their agencies and for the implementation of the local plan. Each LEA shall ensure that all students eligible for special education have access to the Common Core Curriculum, supplemental materials, equipment and supports to meet their individualized needs.

Programs for Early Childhood Special Education

The Memorandum of Understanding between North Santa Cruz County SELPA and San Andreas Regional Center outlines the services and responsibilities for children aged birth to three years. A description of programs for early childhood special education programs and services for children aged three through five years of age are outlined in the Annual Service Plan.

Access to Core Curriculum

Each LEA shall ensure that students with disabilities will have access to:
 All required core curriculum including state adopted core curriculum and supplementary materials; and
 Instructional materials and supports.

- d. Monitoring the appropriate use of federal, state, and local funds allocated for special education programs:

SECA Responsibilities

Adopting SELPA policies, administrative regulations, procedures, resolutions, and guidelines for the management and implementation of special education programs and services within the SELPA;

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Approving SELPA budgets and expenditures for regionalized services and SELPA Program Specialists;
Directing that data be gathered, interpreted, and reported regarding the implementation, administration and operation of the local plan;
Reviewing data in order to monitor planned and actual accomplishments of special education programs in the districts that comprise the local plan;
Receiving and reviewing an annual report of all due process and compliance complaints filed within the SELPA;
Recommending special education policy for adoption by governing boards;
Review and approve amendments to the local plan, the SELPA annual service and budget plans;
Review and approve program transfers;
Review and approve any changes in the income distribution model;

RLA Superintendent Responsibilities

Serve as a member of the SECA;
Receive and maintain accountability for the use of Regionalized Service funds appropriated to the SELPA;
Establish appropriate record keeping procedures to be followed by each LEA for purposes of maintaining accurate fiscal and accounting records in accordance with state and federal requirements and submit required reports to the appropriate authorities;
Provide technical support for the Management Information System (MIS) necessary to comply with the requirements of the State Department of Education; and,
Recommend to the SECA a plan for the sharing of regionalized service funds when LEAs are required to perform duties related to staff development, fiscal and accounting reports or other data gathering activities associated with required reporting activities.

Responsibilities of the SELPA Director – E. C. 56205 (D) (ii):

Under the direction of the RLA Superintendent and the SECA, the SELPA Director responsibilities shall include, but are not limited to:
Coordinating the implementation of all components of the local plan;
Preparing and implementing annual budget and service plans;
Developing, implementing, supervising, and evaluating regionalized services;
Overseeing the recruitment, supervision, and evaluation of SELPA staff;
Developing and implementing policies, procedures, and local agreements that will ensure that all students are provided with a free and appropriate public education;
Developing and maintaining interagency agreements with San Andreas Regional Center, California Children's Services, Head Start, and others as needed to ensure a full range of special education programs and services;
Ensuring appropriate use of federal, state, and local funds allocated for special education;
Preparing program and fiscal reports required by the LEAs, SELPA, and State Department of Education;

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Developing and implementing a plan for personnel development, including training of staff and parents;
 Providing technical assistance and consultation to LEAs in all areas of special education, including complaint and due process procedures;
 Adopting and implementing a management information system;
 Establishing and maintaining a positive relationship with all members of the SELPA;
 Informing the superintendents of the status of the special education programs; and
 Serving as an ex-officio member of the SECA and the CAC.

Administrative Unit (AU)

The SECA has designated the SCCOE as the AU for the SELPA. The AU is the SELPA's fiscal agent and is responsible for implementing the following functions:

Receipt and distribution of special education funds for the operation of special education programs and services, pursuant to state and federal law;

Funding Allocation Plan and Maintenance of Effort (MOE)

An income distribution model has been adopted by the SELPA and shall be reviewed and revised on a regular basis. The model distributes all funds pursuant to applicable state and federal regulations. Each LEA acknowledges the obligation to maintain the level of general fund contribution towards the provision of special education services at a level equal to or greater than that of the prior year (Maintenance of Effort), in compliance with state and federal mandates.

Annual Budget Plan

The SELPA shall adopt an annual budget plan at a public hearing scheduled at a SECA meeting in compliance with all legal mandates. The annual budget plan shall identify expected income and expenditures as required by state and federal laws.

12. Describe how specialized equipment and services will be distributed within the SELPA in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environments:

Specialized equipment and services shall be provided at the site where the Individual Education Program (IEP) team has determined the student will receive a free and appropriate public education (FAPE) in the least restrictive environment (LRE).

LEAs in North Santa Cruz County SELPA will comply with AB605 as written to provide continuity of access to assistive technology devices for students on IEPs if deemed necessary as part of a FAPE.

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Specialized Equipment and Services through Low Incidence Funding:

In order to increase opportunities to serve students with low incidence disabilities in the least restrictive environment, funding is provided from the state within the AB602 Allocation.

The low incidence funding supports the provision of specialized services and supports as outlined in Individual Education Programs (IEPs) for each pupil with a low incidence disability as defined in California Education Code Section 56026.5: "hearing impairments, vision impairments, severe orthopedic impairments, or any combination thereof."

Low Incidence funding is legally the responsibility of the SELPA, including accountability of how the funds are used and reassignment of specialized books, materials and equipment within the SELPA and sharing with other SELPAs. To meet this responsibility, a Low Incidence Committee has been established, which is comprised of educators knowledgeable about low incidence disabilities. The North Santa Cruz County SELPA Low Incidence Committee has established procedures and guidelines for purchases through the Low Incidence fund.

Low Incidence Funds Funds for low incidence equipment, materials, and supplies, as well as for low incidence services are restricted for support of students in the low incidence disability categories: hearing impairment, deaf, visual impairment, severe orthopedic impairment, and deaf-blind. The funds are administered through the North Santa Cruz County SELPA as specified in the procedural handbook and include receipt of funds, distribution of funds, maintenance of an inventory, development of procedures for exchange of equipment, and reporting to the State.

Regionalized Services and Programs

The Santa Cruz County Office of Education provides regionalized services and programs throughout the SELPA in order to increase opportunities for students to receive specialized supports and services in the Least Restrictive Environment and to minimize the need to serve students at isolated sites or outside the SELPA.

Supports and services may include, but are not limited to:

Transition Services - (Students ages 16 and above, unless otherwise indicated on a student's IEP. (EC 56345 (8))

Hard of Hearing Specialist

Deaf Specialist

Visually Impaired Specialist

Orthopedically Impaired Specialist

Deaf-Blind Specialist

Assurances

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As a condition of receiving funds for regionalized services and the direct instructional support of program specialists, the SELPA assures that all regionalized operations and services listed below are provided in accordance with the local plan:

A coordinated system of identification and assessment;

A coordinated system of procedural safeguards;

A coordinated system of staff development and parent education;

A coordinated system of curriculum development and alignment with the core curriculum;

A coordinated system of internal program review, evaluation of the effectiveness of the local plan, and implementation of a local plan accountability mechanism;

A coordinated system of data collection and management;

Coordination of interagency agreements;

Coordination of services to medical facilities;

Coordination of services to licensed children's institutions and foster homes;

Preparation and transmission of required SELPA reports;

Fiscal and logistical support of the CAC;

Coordination of career, vocational and transition services;

Coordination of transportation services for individuals with exceptional needs;

Means by which full educational opportunity is ensured; and

Fiscal administration and the allocation of state and federal funds.

Policies, Procedures, and Programs

Pursuant to *EC* sections 56122 and 56205(a), the SELPA ensures conformity with Title 20 *United States Code (USC)* and in accordance with Title 34 *Code of Federal Regulations (CFR)* Section 300.201 and has in effect policies, procedures, and programs. For each of the following 23 areas, identify whether, or not each of the following provisions of law are adopted as stated. If the policy is not adopted as stated, briefly describe the SELPA's policy for the given area. In all cases, provide the SELPA policy and procedure numbers; the document title; and the physical location where the policy can be found.

1. Free Appropriate Public Education: 20 USC Section 1412(a)(1)

Policy/Procedure Number: N/A

Document Title:

Notice of Procedural Safeguards/ Local Plan Assurance Statement/
Procedural Handbook (Chapter 4)

Document Location:

"It shall be the policy of this LEA that a free appropriate public education is available to all children with disabilities residing in the LEA between the ages of 3 and 21, inclusive, including children with disabilities who have been suspended or expelled from school." The policy is adopted by the SELPA

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as stated:

☒ Yes ☐ No

2. Full Educational Opportunity: 20 USC Section 1412(a)(2)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA that all children with disabilities have access to educational programs, non-academic programs, and services available to non-disabled children." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

3. Child Find: 20 USC Section 1412(a)(3)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA that all children with disabilities residing in the State, including children with disabilities who are homeless or are wards of the State and children with disabilities attending private schools, regardless of the severity of their disabilities, who are in need of special education and related services, are identified, located, and evaluated. A practical method has been developed and implemented to determine which children with disabilities are currently receiving needed special education and related services." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

4. Individualized Education Program (IEP) and Individualized Family Service Plan (IFSP): 20 USC Section 1412(a)(4)

Policy/Procedure Number:

Document Title:

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Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

"It shall be the policy of this LEA that an IEP, or an IFSP that meets the requirements of 20 *USC* Section 1436 (d), is developed, implemented, reviewed, and revised for each child with a disability who requires special education and related services in accordance with 20 *USC* Section 1414 (d). It shall be the policy of this LEA that a of an IEP will be conducted on at least an annual basis to review a student's progress and make appropriate revisions." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

5. Least Restrictive Environment: *USC* Section 1412(a)(5)

Policy/Procedure Number:

Document Title:

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

"It shall be the policy of this LEA that to the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the general educational environment, occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

6. Procedural Safeguards: 20 *USC* Section 1412(a)(6)

Policy/Procedure Number:

Document Title:

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

"It shall be the policy of this LEA that children with disabilities and their parents shall be afforded all procedural safeguards according to state and federal laws and regulations." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

SELPA North Santa Cruz County SELPAFiscal Year 2019-20**7. Evaluation: 20 USC Section 1412(a)(7)**Policy/Procedure Number: N/ADocument Title: Local Plan Assurance StatementDocument Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

"It shall be the policy of this LEA that a reassessment of a child with a disability shall be conducted at least once every three years or more frequently, if appropriate." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No**8. Confidentiality: 20 USC Section 1412(a)(8)**Policy/Procedure Number: N/ADocument Title: Local Plan Assurance StatementDocument Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

"It shall be the policy of this LEA that the confidentiality of personally identifiable data, information, and records maintained by the LEA relating to children with disabilities and their parents and families shall be protected pursuant to the Family Educational Rights and Privacy Act, non-academic programs, and services available to non-disabled children." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No**9. Part C to Part B Transition: 20 USC Section 1412(a)(9)**Policy/Procedure Number: N/ADocument Title: Local Plan Assurance StatementDocument Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

"It shall be the policy of this LEA that children participating in early intervention programs under the Individuals with Disabilities Education Act (IDEA), Part C, and who will participate in preschool

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programs, experience a smooth and effective transition to preschool programs in a manner consistent with 20 *USC* Section 1437(a)(9). The transition process shall begin prior to the child's third birthday." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

10. Private Schools: 20 *USC* Section 1412(a)(10)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA to assure that children with disabilities voluntarily enrolled by their parents in private schools shall receive appropriate special education and related services pursuant to LEA coordinated procedures. The proportionate amount of federal funds will be allocated for the purpose of providing special education services to children with disabilities voluntarily enrolled in private school by their parents." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

11. Local Compliance Assurances: 20 *USC* Section 1412(a)(11)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA that the local plan shall be adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs, and that the agency(ies) herein represented will meet all applicable requirements of state and federal laws and regulations, including compliance with the IDEA; the Federal Rehabilitation Act of 1973, Section 504 of Public Law; and the provisions of the California *EC*, Part 30." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

12. Interagency: 20 *USC* Section 1412(a)(12)

Policy/Procedure Number:

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Document Title:

Document Location:

"It shall be the policy of this LEA that interagency agreements or other mechanisms for interagency coordination are in effect to ensure services required for free appropriate public education are provided, including the continuation of services during an interagency dispute resolution process." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

13. Governance: 20 USC Section 1412(a)(13)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA to support and comply with the provisions of the governance bodies and any necessary administrative support to implement the local plan. A final determination that an LEA is not eligible for assistance under this part will not be made without first affording that LEA with reasonable notice and an opportunity for a hearing through the State Education Agency." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

14. Personnel Qualifications

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA to ensure that personnel providing special education related services are appropriately and adequately prepared and trained, and that those personnel have the content knowledge and skills to serve children with disabilities. This policy shall not be construed to create a right of action on behalf of an individual student for the failure of a particular LEA staff person to be highly qualified or to prevent a parent from filing a State complaint with the California Department of Education

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(CDE) about staff qualifications." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

15. Performance Goals and Indicators: 20 USC Section 1412(a)(15)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA to comply with the requirements of the performance goals and indicators developed by the CDE and provide data as required by the CDE." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

16. Participation in Assessments: 20 USC Section 1412(a)(16)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA that all students with disabilities shall participate in state and district-wide assessment programs described in 20 USC Subsection 6311. The IEP team determines how a student will access assessments with or without accommodations, or access alternate assessments where necessary and as indicated in their respective Reps.." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

17. Supplementation of State, Local, and Federal Funds: 20 USC Section 1412(a)(17)

Policy/Procedure Number:

Document Title:

Document Location:

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"It shall be the policy of this LEA to provide assurances that funds received from Part B of the IDEA will be expended in accordance with the applicable provisions of the IDEA, and will be used to supplement and not to supplant state, local, and other federal funds." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

18. Maintenance of Effort: 20 USC Section 1412(a)(18)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA that federal funds will not be used to reduce the level of local funds and/or combined level of local and state funds expended for the education of children with disabilities except as provided in federal laws and regulations." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

19. Public Participation: 20 USC Section 1412(a)(19)

Policy/Procedure Number:

Policy/Procedure Title:

Document Location:

"It shall be the policy of this LEA that public hearings, adequate notice of the hearings, and an opportunity for comments are available to the general public, including individuals with disabilities and parents of children with disabilities, and are held prior to the adoption of any policies and/or regulations needed to comply with Part B of the IDEA." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

20. Suspension and Expulsion: 20 USC Section 1412(a)(22)

Policy/Procedure Number:

Document Title:

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Document Location:

"The LEA assures that data on suspension and expulsion rates will be provided in a manner prescribed by the CDE. When indicated by data analysis, the LEA further assures that policies, procedures, and practices related to the development and implementation of the IEPs will be revised." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

21. Access to Instructional Materials: 20 USC Section 1412(a)(23)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA to provide instructional materials to blind students or other students with print disabilities in a timely manner according to the state-adopted National Instructional Materials Accessibility Standard." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

22. Over-identification and Disproportionality: 20 USC Section 1412(a)(24)

Policy/Procedure Number:

Document Title:

Document Location:

"It shall be the policy of this LEA to prevent the inappropriate over-identification or disproportionate representation by race and ethnicity of children as children with disabilities." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

23. Prohibition on Mandatory Medicine: 20 USC Section 1412(a)(25)

Policy/Procedure Number:

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Document Title: Local Plan Assurance Statement

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

"It shall be the policy of this LEA to prohibit school personnel from requiring a student to obtain a prescription for a substance covered by the Controlled Substances Act as a condition of attending school or receiving a special education assessment and/or services." The policy is adopted by the SELPA as stated:

☒ Yes ☐ No

Administration of Regionalized Operations and Services

Pursuant to *EC* sections 56195.7(c), 56205(a)(12)(B), 56368, and 56836.23, describe the regionalized operation and service functions. Descriptions must include an explanation of the direct instructional support provided by program specialists; and the respective roles of the RLA/AU, the SELPA administrator, and the individual LEAs associated with the SELPA. Information provided should include the reference number, document title, and the location (e.g., SELPA office) for each function:

1. Coordination of the SELPA and the implementation of the local plan:

Reference Number: N/A

Document Title: Local Plan

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

The governance structure of the SELPA is established by agreement among the governing boards of the member LEAs. It consists of the Special Education Coordinating Agency (SECA), the Special Education Council (SEC), and the Community Advisory Committee (CAC). The SELPA Director may convene additional advisory committees. The SELPA Director is responsible for coordination of the SELPA and implementation of the local plan.

The Responsible Local Agency (RLA) is the Santa Cruz County Superintendent. The RLA and the Superintendents/Administrators of each LEA are responsible to their respective governing boards for the implementation of all elements of the local plan.

LEA and COE Superintendents:
Serve as a member of the SECA;

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Description:

Assist in the identification of special education program and service needs for the North Santa Cruz County SELPA through participation on the SECA; and
Communicate SELPA information to their governing boards.

LEA Special Education Administrators: LEA Special Education Administrators are responsible for the coordination of special education services and programs within their agencies and for the implementation of the local plan.

LEA Governing Boards: The governing board of each LEA shall approve its participation in the North Santa Cruz County Local Plan for Special Education. The local governing board responsibilities include, but are not limited to:

Approval of the local plan;

Adoption of policies and procedures for special education programs and services within their districts;

LEA compliance with all elements of the local plan;

Input on SELPA policies and procedures through the superintendent of the LEA; and,

Appointment of individuals to the CAC.

2. Coordinated system of identification and assessment:

Reference Number:

N/A

Document Title:

Local Plan, SELPA Procedural Handbook

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: The AU conducts child find activities in accordance with the Local Plan and MOU.

Role of the Administrator of the SELPA: Ensure each LEA conducts child find activities. The SELPA will provide technical support to LEAs and guidance to parents, as needed. The SELPA will also participate in child find activities by establishing policies and procedures for the member LEAs and ensuring appropriate inter-agency agreements are in place.

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Description:

Role of the individual LEAs: Each LEA is responsible for identifying and assessing all students for whom they are responsible according to Child Find process and procedures.

CHILD FIND 20 USC § 1412 (a) (3)

It shall be the policy of the LEA that all children with disabilities residing in the State, including children with disabilities who are homeless or are wards of the State and children attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services are identified, located and evaluated, a practical method is developed and implemented to determine which students with disabilities are currently receiving needed special education and related services.

3. Coordinated system of procedural safeguards:

Reference Number:

N/A

Document Title:

Local Plan, SELPA Procedural Handbook (chapter 4)

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscelpa.org

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: The RLA/AU assists in complaints and provides technical assistance and guidance as requested.

Role of the Administrator of the SELPA: The SELPA provides alternate dispute resolution with districts as requested by parents and LEAs. The SELPA assists parents with filing complaints with the Office of Administrative Hearings when requested. The SELPA also assures procedural safeguards by providing technical assistance and guidance on forms and procedures to LEAs in the areas of assessment, identification, and placement. The SELPA will also provide parents with a copy of their procedural safeguards upon request and will maintain a copy on their website.

Role of the individual LEAs: The LEAs provide procedural safeguards to parents consistent with the education code, assist parents with understanding them, and ensure that they are implemented. The LEAs assist parents with filing complaints with the Office of Administrative Hearings when requested. The LEAs comply with procedures as outlined in state and federal law, and the SELPA Procedural Handbook.

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Description:

Procedural Safeguards**1. Initial and Annual Notice**

Prior to the initial evaluation and assessment to determine eligibility, the service coordinator shall give written notice to the parent which shall include all required elements as outlined in 17 C.C.R. § 52160(a-c).

2. General Notice Requirements

a. Written notice shall be given to the parent of a child who is eligible or suspected of being eligible a reasonable time before SARC or a participating LEA proposes or refuses to initiate or change the identification, evaluation, assessment, placement, or early intervention services of a child or the child's family (17 C.C.R. § 52161(a)(1-2)).

b. The notice shall be in sufficient detail to inform the parent about the action being proposed or refused, the reasons for taking the action, and all procedural safeguards that are available (17 C.C.R. § 52161(b)(1-3)).

c. The notice shall be written using words that are understandable to the general public and provided in the language of the parent's choice, unless it is clearly not feasible to do so. SARC or the participating LEA shall ensure that the parent understands the notice. (17 C.C.R. § 52161(c)(1-2))

3. Consent

The service coordinator shall obtain written parental consent before the initial evaluation and assessment of a child is conducted and early intervention services are initiated. The child's record shall contain written evidence that the parent has been informed of all required information as specified in 17 C.C.R. § 52162. All parties must abide by the Procedural Safeguards as outlined in the Federal Law and relevant federal regulations. Parents will be informed of their rights to due process at the initial meeting with each agency and at each annual IFSP meeting. During the continuance of a dispute, a child may continue to receive the same level of early intervention services currently being provided by either agency as identified and agreed upon in the IFSP until age three. If the dispute involves initial early intervention services, the child may receive the early intervention services identified and agreed to in the IFSP.

SAN ANDREAS and SCCOE agree to comply with all privacy requirements associated with child/family confidentiality as regulated by the Family Education Rights to Privacy Act (FERPA) and/or the Health Insurance Portability and Accountability Act (HIPA).

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4. Coordinated system of staff development and parent and guardian education:

Reference Number: N/A

Document Title: Local Plan

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: RLA Superintendent recommends to the SECA a plan for the sharing of regionalized service funds when LEAs are required to perform duties related to staff development, fiscal and accounting reports or other data gathering activities associated with required reporting activities. Participate in developing the management plan for staff development. Implement staff development.

Role of the Administrator of the SELPA: On an annual basis input is collected from the Special Education Directors from member LEAs to determine the staff development needs that the SELPA is requested to provide. On an annual basis, the Community Advisory Committee will provide input on the parent and guardian education needs. The SELPA Administrator will provide needed training and supports as requested, or determined appropriate, for each LEA.

Role of the individual LEAs: LEAs will determine their staff development and parent and guardian education, based on their local needs. They may seek technical assistance or input from the SELPA.

5. Coordinated system of curriculum development and alignment with the core curriculum:

Reference Number: N/A

Document Title: Local Plan

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: Provide guidance, technical assistance and staff development as requested or determined appropriate.

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Description:

Role of the Administrator of the SELPA: The SELPA Administrator will provide technical assistance and staff development as requested or determined appropriate.

Role of the individual LEAs: LEAs will determine their needs for curriculum development and alignment with the core curriculum, based on their local needs. LEAs conduct a needs assessment to inform staff development plans and calendar trainings.

6. Coordinated system internal program review, evaluation of the effectiveness of the local plan, and implementation of the local plan accountability system:

Reference Number:

N/A

Document Title:

Local Plan

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: See the "Memorandum of Understanding By and Between the North Santa Cruz County Special Education Local Plan Area and the Santa Cruz County Office of Education in addition to responsibilities stated below.

Role of the Administrator of the SELPA: The SELPA Administrator works collaboratively with the LEAs and RLA to review and evaluate the effectiveness of the local plan through monitoring activities, data collection and other activities deemed necessary by the Directors and/or Superintendents.

The Responsible Local Agency (RLA) is the Santa Cruz County Superintendent. The RLA and the Superintendents/Administrators of each LEA are responsible to their respective governing boards for the implementation of all elements of the local plan. LEA and COE Superintendents serve as a member of the SECA; Assist in the identification of special education program and service needs for the North Santa Cruz County SELPA through participation on the SECA; and Communicate SELPA information to their governing boards. LEA Special Education Administrators are responsible for the

Description:

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coordination of special education services and programs within their agencies and for the implementation of the local plan.
The governing board of each LEA shall approve its participation in the North Santa Cruz County Local Plan for Special Education.
The local governing board responsibilities include, but are not limited to:
Approval of the local plan;
Adoption of policies and procedures for special education programs and services within their districts;
LEA compliance with all elements of the local plan;
Input on SELPA policies and procedures through the superintendent of the LEA; and,
Appointment of individuals to the CAC.

Individual LEAs review and monitor Annual Performance Reports, the California School Dashboard, and other data sources to ensure students with disabilities receive a free and appropriate public education. Individual LEAs also engage in monitoring activities as required by the CDE. All LEAs are required to submit data and information in a timely manner to the SELPA.

7. Coordinated system of data collection and management:

Reference Number: N/A

Document Title: Local Plan

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: See the Memorandum of Understanding by and Between the North Santa Cruz County Special Education Local Plan Area and the Santa Cruz County Office Of Education.

Role of the Administrator of the SELPA: The SELPA will approve the California Longitudinal Assessment and Pupil Data System (CALPADS) submission of each member LEA as required by the California Department of Education. The SELPA will provide technical assistance and training to LEAs as requested and/or deemed necessary by the SELPA. The SELPA will maintain a contract for a Special Education data management information system on behalf of the LEAs. The SELPA is responsible for timely and complete submission of items to the Department of Education.

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SELPA North Santa Cruz County SELPA

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Role of the individual LEAs: The LEAs are responsible for data entry, quality and integrity. The LEAs will approve the California Longitudinal Assessment and Pupil Data System (CALPADS) submission as required by the California Department of Education (CDE). LEAs are responsible for timely and complete submission to the SELPA for review prior to submissions to the CDE.

8. Coordination of interagency agreements:

Reference Number: N/A

Document Title: Local Plan, Master Contracts, MOUs

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: Provides technical support or assistance as needed and/or outlined in the Memorandum of Understanding by and between the North Santa Cruz County SELPA and Santa Cruz County Office of Education.

Role of the Administrator of the SELPA: The SELPA Administrator meets, serves on committees and collaborates with agencies to revise, create, review or develop interagency agreements. The SELPA Administrator will ensure that interagency agreements are in place as required by California Education Code, and provide technical assistance and dispute resolution as needed.

Role of the individual LEAs: Through their representative to the Superintendents' Council, the LEAs will approve and implement interagency agreements as appropriate.

9. Coordination of services to medical facilities:

Reference Number: N/A

Document Title: Local Plan

Section B: Governance and Administration

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Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: The RLA/AU will assist in providing regionalized supports or services as needed.

Role of the Administrator of the SELPA: The SELPA will facilitate the coordination of these services by the designated LEAs.

Role of the individual LEAs: Individuals with exceptional needs who are placed in a public hospital, state licensed children's hospital, psychiatric hospital, proprietary hospital, or a health facility for medical purposes are the educational responsibility of the local educational agency in which the hospital or facility is located. The LEA will coordinate services and provide as necessary.

10. Coordination of services to licensed children's institutions and foster family homes:

Reference Number:

N/A

Document Title:

Local Plan, AB 602 Allocation Plan

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: The Santa Cruz County Office of Education serves as the district of residence for those students residing in LCIs within the SELPA's physical boundaries. Special education funds are used to support the education of students residing in an LCI: a. Students residing in an LCI within the SELPA are served in special education classes within the SELPA. Students may receive placement and services in a LEA-operated program, regional program, or NPS as determined by the student's Individual Education Program ("IEP"). Funding for these students' educational placements is paid by AB602 dollars prior to the distribution of funds to the districts.

Role of the Administrator of the SELPA: The SELPA will help facilitate the coordination of these services and funding. In addition, the SELPA office will take an active role in working with other agencies regarding the appropriate implementation of laws and regulations regarding notice

Section B: Governance and Administration

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for LCI students being placed within the SELPA.

Role of the individual LEAs: Special education services for students with disabilities residing in foster family homes or licensed children's institutions shall be the responsibility of the district in which the foster family home is located, unless based on education code there is another district of special education accountability which would be responsible. Students living in a foster family home are served by the LEA where the foster family home is located.

11. Preparation and transmission of required special education local plan area reports:

Reference Number: N/A

Document Title: Local Plan, MOU

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description: Direct Instructional support provided by the program specialist: N/A
Role of the RLA/AU: See the Memorandum of Understanding by and between the North Santa Cruz County Special Education Local Plan Area and the Santa Cruz County Office of Education.
Role of the Administrator of the SELPA: The SELPA Administrator will ensure timely transmission of required reports and provide technical assistance to LEAs in completing those reports.
Role of the individual LEAs: Individual LEAs will work collaboratively to compile necessary information and submit required data in order for the SELPA to submit timely reports.

12. Fiscal and logistical support of the CAC:

Reference Number: N/A

Document Title: Local Plan, CAC By-Laws, MOU with AU

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: Recruit a representative to the CAC.

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Description:

Role of the Administrator of the SELPA: The SELPA will provide fiscal and logistical support for CAC meetings, events, and trainings.

Role of the individual LEAs: LEAs are responsible for recruiting representatives to serve on the CAC. The LEA Board is responsible for approving the CAC representative. LEA Directors shall facilitate communication between their CAC representative and the LEA.

13. Coordination of transportation services for individuals with exceptional needs:

Reference Number:

N/A

Document Title:

Local Plan, SELPA Procedural Handbook (chapter 7)

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: N/A

Role of the Administrator of the SELPA: The SELPA will provide technical assistance as requested.

Role of the individual LEAs: Each member LEA is responsible for providing transportation for their students with disabilities as determined by their IEP teams.

14. Coordination of career and vocational education and transition services:

Reference Number:

N/A

Document Title:

Local Plan, AB 602 Allocation Plan, SELPA Procedural Handbook (chapter 8)

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: Provides regionalized transition services and programs to students served in programs operated by the County Office of Education.

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Description:

Role of the Administrator of the SELPA: The SELPA Administrator will provide technical assistance and staff development as needed. The SELPA Administrator will ensure appropriate interagency agreements are in place and facilitate connections to agencies, as appropriate.

Role of the individual LEAs: Each LEA will provide and/or contract regionally for the appropriate career and vocational education and transition services as required under state and federal law.

15. Assurance of full educational opportunity:

Reference Number:

N/A

Document Title:

Local Plan

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nsccselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: The RLA assures pupils have full educational opportunity regardless of the district of special education accountability.

Role of the Administrator of the SELPA: The SELPA administrator shall coordinate with LEAs to provide local and regional programs that provide a full continuum of services to students residing within the SELPA. Through approval of the Annual Services Plan the SELPA will ensure that the full continuum of services is provided. The SELPA will assist with Inter-SELPA Transfers, as needed. Additionally, professional development and technical assistance is available upon request or as determined to be needed by the SELPA to LEAs and/or nonpublic schools.

Role of the individual LEAs: Each LEA is responsible for providing all necessary services to its students through a full continuum of services. Services are also provided through local and/or regionalized programs and providers.

16. Fiscal administration and the allocation of state and federal funds pursuant to *EC* Section 56836.01—The SELPA Administrator's responsibility for the fiscal administration of the annual budget plan; the allocation of state and federal funds; and the reporting and accounting of special education funding.

Section B: Governance and Administration

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Reference Number: N/A

Document Title: Local Plan, AB 602 Allocation Plan, Joint Powers Agreement, MOU between SELPA and AU

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

Direct Instructional support provided by the program specialist: N/A

Role of the RLA/AU: All funds flow from the State directly to the North Santa Cruz County (NSCC) Special Education Local Plan Area (SELPA) Administrative Unit (AU), which is the Santa Cruz County Office of Education (SCCOE). The SELPA Administrative Unit (AU), in turn, allocates the funds to SELPA-member Local Education Agencies (LEAs or districts) according to the SELPA AB602 Allocation Plan. An income distribution model has been adopted by the SELPA and shall be reviewed and revised on a regular basis. The model distributes all funds pursuant to applicable state and federal regulations. Each LEA acknowledges the obligation to maintain the level of general fund contribution towards the provision of special education services at a level equal to or greater than that of the prior year (Maintenance of Effort), in compliance with state and federal mandates. The County Superintendent of the Santa Cruz County Office of Education shall be designated as the Superintendent of the Responsible Local Agency (RLA). The RLA Superintendent will serve as a member of the Special Education Coordinating Agency (SECA) and will have the responsibility for the coordination and implementation of the Local Plan in accordance with approved policies and procedures.

RLA Superintendent Responsibilities:

Serve as a member of the SECA;
Receive and maintain accountability for the use of Regionalized Service funds appropriated to the SELPA;

Establish appropriate record keeping procedures to be followed by each LEA for purposes of maintaining accurate fiscal and accounting records in accordance with state and federal requirements and submit required reports to the appropriate authorities;

Recommend to the SECA a plan for the sharing of regionalized service funds when LEAs are required to perform duties related to staff development, fiscal and accounting reports or other data gathering

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activities associated with required reporting activities.

Administrative Unit (AU): The SECA has designated the SCCOE as the AU for the SELPA. The AU is the SELPA's fiscal agent and is responsible for implementing the following functions according to an MOU between the AU and SELPA:

Receipt and distribution of special education funds for the operation of special education programs and services, pursuant to state and federal law;

Role of the Administrator of the SELPA: The SELPA Administrator will facilitate the distribution of funds in accordance to the funding allocation plan approved by the Superintendents' Council. The SELPA Administrator will also facilitate the Annual Budget Plan.

Role of the individual LEAs: Each LEA through their representative to the Superintendents' Council, determine and approve the allocation of funds to the member LEAs and the Annual Budget Plan. The LEAs will also submit required fiscal reports as required by state and federal laws.

17. Direct instructional program support that maybe provided by program specialists in accordance with *EC* Section 56368:

Reference Number: N/A

Document Title: Local Plan

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Direct Instructional support provided by the program specialist: North Santa Cruz County SELPA does not employ a Program Specialist. However, a program specialist is a specialist who holds a valid special education credential, clinical services credential, health services credential, or a school psychologist authorization and has advanced training and related experience in the education of individuals with exceptional needs and a specialized in-depth knowledge in preschool disabilities, career vocational development, or one or more areas of major disabling conditions.

(b) A program specialist may do all the following:

(1) Observe, consult with, and assist resource specialists, designated

SELPA North Santa Cruz County SELPA

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Description:

instruction and services instructors, and special class teachers.

(2) Plan programs, coordinate curricular resources, and evaluate effectiveness of programs for individuals with exceptional needs.

(3) Participate in each school's staff development, program development, and innovation of special methods and approaches.

(4) Provide coordination, consultation and program development primarily in one specialized area or areas of his or her expertise.

(5) Be responsible for assuring that pupils have full educational opportunity regardless of the district of residence.

Role of the RLA/AU: N/A

Role of the Administrator of the SELPA: N/A

Role of the individual LEAs: N/A

Special Education Local Plan Area Services

1. A description of programs for early childhood special education from birth through five years of age:

Reference Number:

N/A

Document Title:

Local Plan, MOU with SARC, SELPA Procedural Handbook (chapter 2)

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

The Early Start Program (ESP) is collaboration between the San Andreas Regional Center (SARC) and the Santa Cruz County Office of Education (SCCOE). The ESP, through SCCOE or private infant programs contracted by SARC, shall include services specifically designed to meet the unique needs of infants, from birth to three years of age, and their families. The primary purpose of an early education program is to enhance development of the infant in the context of their family. To meet this purpose, the program shall focus upon both the infant and their family, and may include home visits, group services, family involvement, and/or parent education activities. Services shall be provided in the natural (home, community) environment whenever possible. Early Start Programs shall include, as program options, home-based services and group services. Early Start is a year round

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SELPA North Santa Cruz County SELPA

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Description:

program, continuous services to meet the needs of the child. IDEA Part C 20 USC 1432 SEC, 632. (4) Early Intervention Services. Education is payer of last resort for Solely Low Incidence (SLI) and is responsible for providing a year round program (Title 17 Regulations, Section Home-based and group CHAPTER 2 3 Revised 2017-2018 services will be provided through a transdisciplinary team consisting of the parent and a group of professionals from various disciplines. The frequency of home-based services shall be weekly, bi-weekly or monthly, depending on the needs of the infant and the family. Early education services may also be provided through both home visits and group settings with other infants. The frequency of group services shall not exceed three hours a day for up to, and including, three days a week, and shall be determined on the basis of the needs of the infant and the family. Parent involvement/ education activities are provided in conjunction with home based and group services. (EC 56424-56426.2)

2. A description of the method by which members of the public, including parents or guardians of individuals with exceptional needs who are receiving services under the local plan, may address questions or concerns to the SELPA governing body or individual administrator:

Reference Number:

N/A

Document Title:

Local Plan

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

Members of the public, including parents or guardians of students with disabilities, may address questions or concerns by contacting their administrator directly.
Members of the public, including parents or guardians of students with disabilities, may address questions or concerns to the governing boards of each LEA, the SECA, and/or the CAC by contacting the governing body, individual administrator, clerk of the LEA Board and/or attending the SECA, CAC or LEA Board meeting and stating questions or concerns during the public comment session.

3. A description of a dispute resolution process, including mediation and final and binding arbitration to resolve disputes over the distribution of funding, the responsibility for service provision, and the other governance activities specified within the local plan:

Reference Number:

N/A

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Document Title: Local Plan

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Description:

In the event of a disagreement between LEAs, LEAs and the AU, LEAs and/or the AU and the SELPA regarding the distribution of funding, responsibility for service provision and any other governance activities specified in the Local Plan, it is the intent of the Governing Board that issues will be resolved at the lowest level possible with final appeal to SECA. If an LEA disagrees with a decision or practice of another agency or the SELPA, that LEA has a responsibility to discuss and attempt to resolve the disagreement with the party, or parties, directly involved. The parties involved will present their issues to their respective Superintendents, or designees, who will attempt to resolve the matter. Either party may request the assistance of the SELPA Administrator, or their designee, or the Chair of the SELPA Governing Board (SECA). If this process fails, the parties may pursue a hearing on the issues and resolution with the SECA.

If any party involved in the disagreement is a voting member on the SELPA Governing Board, they shall excuse themselves from the vote if voting is required as part of the resolution to the dispute. This is intended to resolve disagreement, but not intended to undermine local authority.

If either party disagrees with the recommendation of SECA, and the dispute relates to the distribution of funding, the responsibility of service provision or other governance activities specified within the Local Plan, the party may submit the dispute to mediation.

Any dispute unresolved in mediation, arising from a dispute that relates to the distribution of funding, the responsibility for service provision or other governance activities specified in the Local Plan shall be settled by arbitration.

4. A description of the process being used to ensure a student is referred for special education instruction and services only after the resources of the regular education program have been considered and, where appropriate, utilized:

Reference Number: N/A

Document Title: Local Plan, SELPA Procedural Handbook (chapter 1)

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;

Section B: Governance and Administration

SELPA North Santa Cruz County SELPA

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Document Location: www.nscselpa.org

Description:

The Student Study Team (SST) is a regular education function. It is a process of reviewing individual student issues pertaining to educational performance and planning instructional interventions to be implemented in the regular classroom. Although specialists, such as school psychologists, speech/language pathologists, and resource specialists may be involved in the SST process, the SST is not a special education function and as such is not subject to the associated restrictions and timelines. A special education referral may be appropriate after interventions have been implemented. As a regular education function, the SST team also helps with mainstreaming strategies for those students who are already receiving special education and related services. A student suspected of having a disability under the provisions of Section 504 of the Rehabilitation Act of 1973, will be assessed by a process defined through local board policies and procedures. The referrals will be coordinated with school site procedures for referral of students with special needs that cannot be met with modifications of the regular instructional program, including referrals from student intervention teams, such as the Student Study Team. A child shall be referred for special education and related services only after the resources of the regular education program have been considered and, where appropriate, utilized. (EC 56303)

5. A description of the process being used to oversee and evaluate placements in nonpublic, nonsectarian schools and the method of ensuring that all requirements of each student's individualized education program are being met. The description shall include a method for evaluating whether the student is making appropriate educational progress:

Reference Number: N/A

Document Title: Local Plan, Master Contract, SELPA Procedural Handbook (chapter 11)

Document Location: SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscselpa.org

Each LEA that contracts with a nonpublic, nonsectarian school shall evaluate the placement of its student(s) in such schools on at least an annual basis and prior to placement. The LEA shall conduct at least one onsite monitoring visit each school year they have a student placed via a master contract. The monitoring visit shall include:

- A review of services provided through the ISA;
- A review of progress on goals;
- A review of progress on goals specific to a BIP;

Section B: Governance and Administration

SELPA North Santa Cruz County SELPA

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Description:

An observation of the pupil during instruction;
A walkthrough of the facility.
Submit the findings of the monitoring visit to the CDE within 60 days of the visit.
The LEA representative shall review the master contract, the individual services agreement, and the IEP to ensure that all services agreed upon and specified in the IEP are provided. Nonpublic, nonsectarian schools are required by a master contract and the IEP to annually evaluate the student to determine if they are making appropriate educational progress.
The LEA representative shall collaboratively review with the nonpublic, nonsectarian school the evaluations conducted by the nonpublic, nonsectarian school to ensure that they were appropriate and valid for measuring student progress. The LEA may choose to administer additional assessments as necessary, with parent consent where required, to determine whether the student is making adequate educational progress.

6. A description of the process by which the SELPA will fulfill the obligations to provide free and appropriate public education (FAPE) to a student age 18 to 21 (or age 22 under the circumstances described in *EC 56026(c)(4)*) who has been incarcerated in a county jail and remains eligible for special education services:

The obligation to make FAPE available extends to those otherwise-eligible adults in county jail, age 18 to 21, who: (a) had been identified as a child with a disability and had received services in accordance with an IEP, but left school prior to their incarceration; or (b) did not have an IEP in their last educational setting, but had actually been identified as a child with a disability. (*EC Section 56040*)

It is the responsibility of the district of residence (DOR) to provide special education services and related services to an adult student in county jail who remains eligible for these services and wishes to receive them. The DOR is the district in which the student's parents resided when the student turned 18, unless and until the parents move to a new DOR. For conserved students, the DOR is based on the residence of the conservator. (*EC Section 56041*)

Reference Number:

N/A

Document Title:

Local Plan

Document Location:

SELPA Office, 400 Encinal Street, Santa Cruz, CA 95060;
www.nscscselpa.org

Our County Jail has a waiver to house students until they are 21 years of age. The Santa Cruz County Office of Education provides services

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SELPA

Fiscal Year

Description:

per the IEP through their staff and/or through the Career Advancement Charter (also under the Santa Cruz County Office of Education).

SELPA Fiscal Year **Certification 3: County Superintendent**

I certify the attached local plan section(s) as submitted with this certification are approved by the County Office of Education (COE). I further assure the local plan element(s) being submitted meet(s) all applicable requirements of state and federal laws; policies and procedures including compliance with the Individuals with Disabilities Education Act (IDEA); and is/are included in a coordinated system of all local plans (as applicable) to ensure all students with disabilities residing within the county, including those enrolled in alternative education programs, including, but not limited to, alternative schools, charter schools, opportunity schools and classes, community day schools operated by districts, community schools operated by the COE, and juvenile court schools, will have access to appropriate special education programs and related services.

1. The SELPA joined with the COE to submit the local plan.

☒ Yes ☐ No

2. All local educational agencies (LEAs) within the county have elected to participate in this SELPA local plan.

☒ Yes ☐ No

3. The SELPA local plan element(s) as specified herein was approved by the COE.

☒ Yes ☐ No

4. The County Superintendent certifies the SELPA is a

☐ Single-LEA SELPA

☒ Multi-LEA SELPA*

*A written agreement has been entered into between the LEA and SELPA for implementation of provisions, including, but not limited to California *Education Code* Section 56195.7 as applicable. The County Superintendent ensures local plans, including updates or revisions to the plans submitted by SELPAs in the county, upon approval by the COE, are posted on the COE web site, or include links to each local plan.

Web address where the SELPA local plan, including all sections, is posted.

County Superintendent

Date

SELPA North Santa Cruz County SELPA

Fiscal Year 2019-20

Certification 4: Community Advisory Committee

1. The Community Advisory Committee (CAC), has advised the Special Education Local Plan Area (SELPA) during the development, amendment, and review of the local plan pursuant to California *Education Code* Section 56194.

☒ Yes ☐ No (If the answer is "NO," please include comments.)

2. The members of the CAC, or parents selected by the CAC, participated in the development and update of the local plan that is being submitted to the California Department of Education (CDE).

☒ Yes ☐ No (If the answer is "NO," please include comments.)

3. The CAC had at least 30 days to conduct a review. This review was completed prior to local plan being submitted to the CDE.

☒ Yes ☐ No (If the answer is "NO," please include comments.)

4. The CAC reviewed revisions made to the local plan as a result of recommendations or requirements from the CDE.

☒ Yes ☐ No (If the answer is "NO," please include comments.)

I certify the information presented herein is an accurate representation of the CAC's involvement in the development and/or amendment of the local plan.

CAC Chairperson

Jan 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

The Special Education Local Plan Area (SELPA) shall include a signed copy of the following Local Educational Agency (LEA) certification for each participating agency when submitting the original, or revised local plan Governance and Administration (Section B).

LEA Bonny Doon Elementary

The LEA certifies the SELPA local plan has been adopted by the LEA/county local governing board(s) and is the basis for the operation and administration of special education programs. The LEA will meet all applicable requirements of special education state and federal laws and regulations, and state policies and procedures. Be it further resolved, the LEA superintendent shall administer the local implementation of policies, procedures, and practices in accordance with special education state and federal laws, rules, and regulations, which will ensure full compliance. The Superintendent certifies the LEA is participating in a:

☐ Single LEA SELPA ☒ Multi-LEA SELPA

This Governance and Administration was:

Adopted on the 21 day of May, 2020

Yeas Nays

The superintendent, or chief administrator of the LEA ensures the current local plan: Governance and Administration (Section B), Annual Budget Plan (Section D), and Annual Services Plan (Section E), including updates or revisions to Sections B, D, E, and/or Attachments, is posted on the LEA web site, is on file at each LEA, and is available to any interested party.

Web address where the SELPA local plan, including all sections, is posted.

www.nscscselpa.org

LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

The Special Education Local Plan Area (SELPA) shall include a signed copy of the following Local Educational Agency (LEA) certification for each participating agency when submitting the original, or revised local plan Governance and Administration (Section B).

LEA DELTA Charter

The LEA certifies the SELPA local plan has been adopted by the LEA/county local governing board(s) and is the basis for the operation and administration of special education programs. The LEA will meet all applicable requirements of special education state and federal laws and regulations, and state policies and procedures. Be it further resolved, the LEA superintendent shall administer the local implementation of policies, procedures, and practices in accordance with special education state and federal laws, rules, and regulations, which will ensure full compliance. The Superintendent certifies the LEA is participating in a:

☐ Single LEA SELPA ☒ Multi-LEA SELPA

This Governance and Administration was:

Adopted on the 21 day of May, 2020

Yeas

Nays

The superintendent, or chief administrator of the LEA ensures the current local plan: Governance and Administration (Section B), Annual Budget Plan (Section D), and Annual Services Plan (Section E), including updates or revisions to Sections B, D, E, and/or Attachments, is posted on the LEA web site, is on file at each LEA, and is available to any interested party.

Web address where the SELPA local plan, including all sections, is posted.

www.nscscselpa.org

LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

The Special Education Local Plan Area (SELPA) shall include a signed copy of the following Local Educational Agency (LEA) certification for each participating agency when submitting the original, or revised local plan Governance and Administration (Section B).

LEA Happy Valley Elementary

The LEA certifies the SELPA local plan has been adopted by the LEA/county local governing board(s) and is the basis for the operation and administration of special education programs. The LEA will meet all applicable requirements of special education state and federal laws and regulations, and state policies and procedures. Be it further resolved, the LEA superintendent shall administer the local implementation of policies, procedures, and practices in accordance with special education state and federal laws, rules, and regulations, which will ensure full compliance. The Superintendent certifies the LEA is participating in a:

☐ Single LEA SELPA ☒ Multi-LEA SELPA

This Governance and Administration was:

Adopted on the 21 day of May, 2020

Yeas Nays

The superintendent, or chief administrator of the LEA ensures the current local plan: Governance and Administration (Section B), Annual Budget Plan (Section D), and Annual Services Plan (Section E), including updates or revisions to Sections B, D, E, and/or Attachments, is posted on the LEA web site, is on file at each LEA, and is available to any interested party.

Web address where the SELPA local plan, including all sections, is posted.

www.nscscelpa.org

LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

The Special Education Local Plan Area (SELPA) shall include a signed copy of the following Local Educational Agency (LEA) certification for each participating agency when submitting the original, or revised local plan Governance and Administration (Section B).

LEA Live Oak Elementary

The LEA certifies the SELPA local plan has been adopted by the LEA/county local governing board(s) and is the basis for the operation and administration of special education programs. The LEA will meet all applicable requirements of special education state and federal laws and regulations, and state policies and procedures. Be it further resolved, the LEA superintendent shall administer the local implementation of policies, procedures, and practices in accordance with special education state and federal laws, rules, and regulations, which will ensure full compliance. The Superintendent certifies the LEA is participating in a:

☐ Single LEA SELPA ☒ Multi-LEA SELPA

This Governance and Administration was:

Adopted on the 21 day of May, 2020

Yeas

Nays

The superintendent, or chief administrator of the LEA ensures the current local plan: Governance and Administration (Section B), Annual Budget Plan (Section D), and Annual Services Plan (Section E), including updates or revisions to Sections B, D, E, and/or Attachments, is posted on the LEA web site, is on file at each LEA, and is available to any interested party.

Web address where the SELPA local plan, including all sections, is posted.

www.nscscelpa.org

LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

The Special Education Local Plan Area (SELPA) shall include a signed copy of the following Local Educational Agency (LEA) certification for each participating agency when submitting the original, or revised local plan Governance and Administration (Section B).

LEA Mountain Elementary

The LEA certifies the SELPA local plan has been adopted by the LEA/county local governing board(s) and is the basis for the operation and administration of special education programs. The LEA will meet all applicable requirements of special education state and federal laws and regulations, and state policies and procedures. Be it further resolved, the LEA superintendent shall administer the local implementation of policies, procedures, and practices in accordance with special education state and federal laws, rules, and regulations, which will ensure full compliance. The Superintendent certifies the LEA is participating in a:

☐ Single LEA SELPA ☒ Multi-LEA SELPA

This Governance and Administration was:

Adopted on the 21 day of May, 2020

Yeas Nays

The superintendent, or chief administrator of the LEA ensures the current local plan: Governance and Administration (Section B), Annual Budget Plan (Section D), and Annual Services Plan (Section E), including updates or revisions to Sections B, D, E, and/or Attachments, is posted on the LEA web site, is on file at each LEA, and is available to any interested party.

Web address where the SELPA local plan, including all sections, is posted.

www.nscscselpa.org

LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA Pacific Collegiate Charter

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA Pacific Elementary

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www.nscscelpa.org

LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA Santa Cruz County Office of Education

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA Santa Cruz City Elementary

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA Santa Cruz City High School

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

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LEA Scotts Valley Unified

The LEA certifies the SELPA local plan has been adopted by the LEA/county local governing board(s) and is the basis for the operation and administration of special education programs. The LEA will meet all applicable requirements of special education state and federal laws and regulations, and state policies and procedures. Be it further resolved, the LEA superintendent shall administer the local implementation of policies, procedures, and practices in accordance with special education state and federal laws, rules, and regulations, which will ensure full compliance. The Superintendent certifies the LEA is participating in a:

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA San Lorenzo Valley Unified

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

Section A: Contacts and Certifications

SELPA North Santa Cruz County SELOA

Fiscal Year 2019-20

Certification 5: Participating Local Educational Agency

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LEA Soquel Elementary

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LEA Superintendent/Chief Administrator

May 21, 2020

Date

**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 9A

MEETING DATE: March 19, 2020

**SUBJECT: 2019-20 2nd Interim update/COE Special Education Regional Program
Budget**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☐ Action Agenda

☒ Report/Presentations

Mary Hart

☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. No.

**FY2019-20 2nd Interim Budget
2/21/2020**

	A		B		C	
1	Classes	8.00	6.00	14.00		
	Management Code		7009	7025		7030
			SH	Autism	Special Day Class	LCI NPS/NPA
	Expenditure Object				TOTAL	Program
2	1000 Certificated Salaries	535,551	461,082	996,633	-	
3	2000 Classified Salaries	721,889	1,106,446	1,828,335	-	
4	3000 Employee Benefits	913,489	1,350,459	2,263,948	-	
5	4000 Supplies & Equip	12,157	16,442	28,599	-	
6	5000 Services & Operations	242,085	151,973	394,058	-	
7	6000 Capital Outlay	-	-	-	-	
8	7000 Other Outgo & Indirects	143,778	185,868	329,646	-	
9	TOTAL	2,568,948	3,272,270	5,841,219	-	
10	Students Served	59.00	46.00	105.00	-	
11	Certificated FTE	8.00	7.00	15.00		
12	Classified FTE	15.57	28.95	44.51		
13	Average Cost/Student	43,541	71,136	55,631		
14	Average Cost/Classroom	321,119	545,378	417,230		

	D	E	F	G	H	I	J	K	
15									
	Management Code	7098 Program Operations	8408 Psychologist Services	8411 Health Services Nurse	7135 Occupational Therapists	7101 Speech Therapists	7014 Adaptive Physical Education	7106 Handicapped Adults	Services TOTAL
	Expenditure Object								
16	1000 Certificated Salaries	141,305	209,158	86,816	-	245,922	93,360	-	776,561
17	2000 Classified Salaries	151,834	-	-	359,650	-	-	44,505	555,989
18	3000 Employee Benefits	153,589	92,733	40,234	201,711	121,864	43,574	34,304	688,009
19	4000 Supplies & Equip	71,153	12,699	21,961	2,001	2,250	500	120	110,685
20	5000 Services & Operations	234,108	78,706	5,648	117,926	232,760	1,510	-	670,658
21	6000 Capital Outlay	-	-	-	-	-	-	-	-
22	7000 Other Outgo & Indirects	36,546	23,991	9,434	41,559	36,771	8,476	4,815	161,592
23	TOTAL	788,535	417,288	164,093	722,847	639,568	147,420	83,744	2,963,494
24	Certificated FTE	1.00	2.00	0.70	-	4.50	1.00	-	9.20
25	Classified FTE	2.25	-	-	3.60	-	-	0.90	6.75

	L	M	N	TOTAL	INFANT	
26	Program Classes	14.00	2.00	2.89	18.89	7.36
	Management Codes	Special Day Class and Services	7003	7105	COE	RS 6510/3385
	Expenditure Object	Total	Orthopedically Impaired	Visually Impaired Program	TOTAL	Total Costs in Infant Program
27	1000 Certificated Salaries	1,773,194	189,961	142,549	2,105,705	357,907
28	2000 Classified Salaries	2,384,324	-	52,937	2,437,261	165,647
29	3000 Employee Benefits	2,951,957	88,598	106,504	3,147,059	335,470
30	4000 Supplies & Equip	139,283	1,081	3,502	143,866	4,646
31	5000 Services & Operations	1,064,716	3,760	68,160	1,136,636	28,674
32	6000 Capital Outlay	-	-	-	-	-
33	7000 Other Outgo & Indirects	491,238	17,287	22,793	531,318	57,969
34	TOTAL	8,804,713	300,687	396,445	9,501,845	950,313
35	Certificated FTE	24.20	2.00	2.08	28.28	4.13
36	Classified FTE	51.26	-	0.81	52.08	3.23

Less Operations Cost (788,535)
Adjusted SDC Total 8,016,178

950,313
-
9,501,845
-
9,501,845

Infant Rev
Infant Transfer

Program Operations Applied (63,089) 27,211 35,877
Adjusted Cost Estimate 8,741,624 327,898 432,323

TTL SDC/VI/OI/LCI/Infnt TFR	\$	9,501,845
Federal IDEA RS# 3310	\$	291,808
Fed Mntl Hlth RS# 3327	\$	55,000
MAA Revenue Transfer	\$	115,000
State Mental Health RS#6512	\$	8,579
Lotters RS # 6300	\$	15,750
Property Taxes	\$	7,497,245
State AB602 Rev Required	\$	1,518,463

Program Recap	
Classes	14.00
Students Served	105.00
Certificated FTE	28.28
Classified FTE	52.08
Total FTE	80.35

**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 9B

MEETING DATE: March 19, 2020

**SUBJECT: 2019-20 Status Update and 2020-2021 Preliminary Budget California
Children's Services Medical Therapy Unit**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☐ Action Agenda

☒ Report/Presentations

Mary Hart

☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. No.

CALIFORNIA CHILDREN'S SERVICES
MEDICAL THERAPY UNIT

ESTIMATE PERIOD: FY2019-20 2ND INTERIM & FY2020-21 PRELIMINARY

EXPENDITURE DESCRIPTION	OBJECT CODE	BUDGET AMOUNT
Materials & Supplies	4300	2,555.00
Equipment	4400	1,150.00
Utilities	5500	6,900.00
Rentals, Leases & Repairs	5600	230.00
Custodial Service	5711	18,378.00
Services & Contracts	5800	230.00
Communications	5900	1,150.00
Capitalized Equipment	6400	-
Indirect Services Costs-9.80%	7310	2,998.00
Total		33,591.00

EXPENDITURE DISTRIBUTION	18/19 CALPADS ENROLLMENT	% SHARE	AMOUNT PER DISTRICT
BONNY DOON	165.00	0.85%	284.38
COE-ALT. ED.	718.00	3.68%	1,237.47
COE-CAREER ADVANCEMENT CHARTER	106.00	0.54%	182.69
COE-CYPRESS CHARTER	119.00	0.61%	205.10
DELTA CHARTER	123.00	0.63%	211.99
HAPPY VALLEY	108.00	0.55%	186.14
LIVE OAK	1,849.00	9.49%	3,186.75
MOUNTAIN	143.00	0.73%	246.46
PACIFIC	117.00	0.60%	201.65
PACIFIC COLLEGIATE CHARTER	549.00	2.82%	946.20
SAN LORENZO VALLEY	5,251.00	26.94%	9,050.09
SANTA CRUZ CITY-ELEMENTARY	1,982.00	10.17%	3,415.98
SANTA CRUZ CITY-HIGH	3,945.00	20.24%	6,799.20
SCOTTS VALLEY	2,421.00	12.42%	4,172.59
SOQUEL	1,894.00	9.72%	3,264.31
Total	19,490.00	1.00	33,591.00

**INTERAGENCY AGREEMENT
BETWEEN**

**NORTH SANTA CRUZ COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA**

AND

**SANTA CRUZ COUNTY PUBLIC HEALTH
DEPARTMENT, CHILDREN'S MEDICAL SERVICES,
CALIFORNIA CHILDREN'S SERVICES,
MEDICAL THERAPY PROGRAM**

INTERAGENCY AGREEMENT BETWEEN
SANTA CRUZ COUNTY CALIFORNIA CHILDREN SERVICES
AND
NORTH SANTA CRUZ COUNTY SPECIAL EDUCATION
LOCAL PLAN AREA

I. Introduction

This Interagency Agreement was developed by representatives of the North Santa Cruz County Special Education Local Plan Area (SELPA), and California Children Services (CCS) with input from the Local School Districts, referred to in this agreement as Local Education Agencies (LEA). The purpose of this agreement is to specify the physical and occupational therapy services to be provided by CCS to eligible students within the North Santa Cruz County SELPA as part of their Individual Education Plan (IEP) and to specify the space and equipment for occupational and physical therapy to be provided by the North Santa Cruz County SELPA. This agreement is based upon a common interest in building a collaborative relationship, which results in the design and delivery of programs and services, which promote the physical health, and education of the student in the least restrictive environment.

The Interagency Agreement is intended to fulfill federal, state and local laws, regulations, standards and guidelines, ensuring the provision of medically necessary services for all students with identified special needs. This agreement shall remain in effect until revised or terminated.

II. Purpose of Document

The intent of this agreement is to:

1. Identify, clarify and coordinate each agency's responsibilities to the student and his/her family, including which services are to be provided by each agency.
2. Establish a means of joint planning which will ensure local resources are developed and utilized in the most effective manner including commitment of resources based on identified needs, and delineation of each agency's fiscal responsibilities in providing needed services to the individual.
3. Establish, facilitate and maintain positive working communication and collaboration between agencies.
4. Ensure that each agency conforms to legislative mandates and to the intent of such mandates.
5. Establish procedures for reviewing and updating the interagency agreement annually.

6. Provide an uninterrupted flow of service to the student as indicated in each Individualized Education Plan or Individualized Family Service Plan and of therapy services as indicated in the CCS Medical Therapy Plan.
7. Prevent duplication of service.
8. Establish and maintain open channels of communication between the SELPA, LEAs, and CCS, including a cooperative program of inservice training and periodic meetings.

III. Explanation of Abbreviations

CCS	California Children Services
IEP	Individualized Education Plan
IFSP	Individualized Family Service Plan
LEA	Local Education Agency
MTC	Medical Therapy Conference
MTP	Medical Therapy Program
MTU	Medical Therapy Unit
OT	Occupational Therapy
PT	Physical Therapy
SELPA	Special Education Local Plan Area

IV. Interagency Agreement

A. **Administration:** Interagency Communications

LEA/SELPA will:

1. Will appoint the SELPA Director as liaison to CCS.
2. Appoint the Director of Special Education in each LEA as the contact person.

CCS will:

1. Appoint the Supervising Therapist as liaison for CCS to the SELPA.
2. Appoint a staff therapist, who has the authority to act, as IEP liaison to SELPA/LEA.

B. **Administration:** Staff Development

LEA/SELPA will:

1. Plan joint staff development activities in conjunction with the CCS liaison to SELPA.
2. Share information with CCS regarding relevant SELPA staff development activities.

CCS will:

1. Plan joint staff development activities in conjunction with the SELPA liaison to CCS.
2. Share information with SELPA regarding relevant CCS staff development activities.

C. Administration: Agency-to-Agency Dispute Resolution

LEA/SELPA will:

1. Agree to work cooperatively with CCS.
2. Make every effort to resolve a dispute at the lowest possible administrative level.
3. Seek resolution of a dispute through involvement of the SELPA Director prior to requesting intervention by the Superintendent of Public Instruction.
4. Ensure that the dispute resolution procedures not interfere with the right of a student with a disability to receive a free, appropriate public education.

CCS will:

1. Agree to work cooperatively with SELPA and the LEAs.
2. Make every effort to resolve a dispute through involvement of the CCS Supervising Therapist prior to requesting intervention by the Regional Office of CCS.
3. Ensure that the dispute resolution procedures not interfere with the right of a student with a disability to receive a free, appropriate public education.

D. Individual's Service Needs: Standards

LEA/SELPA will:

1. Provide the appropriate educational program and environment for individuals with exceptional needs according to the IEP/IFSP and federal and state laws.
2. Utilize all services available through CCS before expending educational identified special needs funds to provide such services to students with identified special needs.

CCS will:

1. Under medical supervision, provide diagnostic and treatment services, including OT/PT, to students according to CCS policies and guidelines.
2. Assure that services provided by physicians and OT/PT are in accordance with state licensure or national certification and professional ethics.

E. Individual's Service Needs: Referral, Exchange of Information and Assessment

LEA/SELPA will:

1. Accept referrals from CCS of students suspected of needing special education services.
2. Evaluate students according to the assessment requirements of federal and state laws.
3. Refer any student under 21 who has or is suspected of having a medical condition which is eligible for diagnostic or treatment services to CCS using the complete referral process (Attachment A, Attachment B).
4. Complete the SELPA 21 A & B referral form (Appendix A).
5. Provide to CCS the following referral information:
 - a. Pupil's IEP;
 - b. Copies of all relevant medical and educational reports.
 - c. Signed consent for release of information.
 - d. Completed CCS referral form including a summary of current relevant observations of the pupil.
6. Schedule an IEP meeting to be held within 50 days from the date parent gives consent for a CCS assessment.
7. Ensure confidentiality of the educational and medical records as required by federal and state laws and regulations.

CCS will:

1. Accept referrals from LEAs of students suspected of needing CCS service.
2. Evaluate students according to the assessment requirements of federal and state laws.
3. Refer students receiving services from CCS and suspected of needing special education assessment or services to the LEA.
4. Review LEA referrals of any student who meets criteria or appears to meet criteria for CCS services.
5. Forward a copy of the OT/PT assessment report and the Medical Therapy Plan to the parent and, with parent consent, to the LEA. The report will include:
 - a. History and baseline abilities
 - b. Statement of present levels of performance in areas assessed
 - c. Treatment recommendations
 - d. Treatment plan with goals and objectives
6. Provide diagnostic, treatment, and MTP services according to CCS program policies and guidelines within the approved time lines.
7. With parent consent, give reasonable notice to the LEA of an MTC for students with an IEP/IFSP.
6. Ensure confidentiality of the CCS medical records as required by federal and state law and regulations.

F. Individual's Service Needs: IEP/IFSP

LEA/SELPA will:

1. Provide greater or equal to ten days notice to the appropriate MTU/satellite of all IEP/IFSP team meetings for those students eligible for the MTP.
2. Include CCS OT/PT as a related service in accordance with the Medical Therapy Plan.
3. With parent consent, send a copy of the IEP/IFSP to the MTP when CCS OT/PT services are included.
4. LEA will provide copies of therapy report to all team members.

CCS will:

1. With parent consent, assure a CCS OT/PT participates in development of the IEP/IFSP by attendance or teleconference and written recommendations.
2. Limit the participation of the CCS OT/PT to discussion of the Medical Therapy Plan.
3. Collaborate with the IEP/IFSP team in order to coordinate services.
4. Instruct the CCS therapist not to sign the IEP due to CCS policy, but therapist will sign the IEP as an attendee only.

G. Individual's Service Needs: Least Restrictive Environment

LEA/SELPA will:

1. Ensure that, to the maximum extent appropriate, students with disabilities are educated in the least restrictive environment.

CCS will:

1. Assist the LEA in evaluating those aspects of the student's physical disability relating to placement in the least restrictive environment.
2. Provide therapy services at school sites when deemed appropriate by CCS staff, based on number of children to be served, their needs and treatment program.

H. Individual's Service Needs: Provision of Services

LEA/SELPA will:

1. Request classroom instruction, monitoring or observation for students with current Medical Therapy Plans.

CCS will:

1. Provide instruction, monitoring or observation in the classroom when requested by the teacher and when it is part of the student's current Medical Therapy Plan.
2. Notify the parent and the LEA when MTP services cannot be provided.
3. Assure privacy for all students when required by MTP treatment.

I. Individual's Service Needs: Transportation

LEA/SELPA will:

1. Provide transportation to the MTU/satellite during the hours of the student's school program when requested by the parent and included on the IEP/IFSP as a related service.

CCS will:

1. Inform the LEA liaison of transportation needs when CCS OT/PT is included on the IEP/IFSP of those students not schooled at an MTU/satellite site.
2. Make every effort to provide OT/PT at the closest appropriate MTU satellite site.

J. Individual's Service Needs: Procedural Safeguards/Due Process

LEA/SELPA will:

1. Inform parents of parent procedural rights under federal and state law.
2. Participate with CCS in a due process hearing, take part in a local mediation panel, conference or due process hearing if convened.

CCS will:

1. Inform parents of parent procedural rights under state law as refers to CCS.
2. Offer dispute resolution through physician expert opinion when the parent is in disagreement with the MTP decision.
3. If joined with education in a due process hearing, take part in a local mediation panel, mediation conference or due process hearing if convened.
4. Continue to provide the same level of OT/PT until the negotiated settlement is agreed upon by all parties.

K. Space Requirements

LEA/SELPA will:

1. The SELPA shall identify the LEA responsible for the provision, maintenance and operation of the school housing the MTU and therapy satellite(s) and a process for change of the LEA responsible for the provision, maintenance and operation of those therapy services.
2. The SELPA shall work with the CCS program to mutually plan for the establishment of a new MTU or the modification or relocation of an existing MTU or therapy satellite.
3. The LEA must maintain the MTU and therapy satellite(s) for provision of medical therapy program services during the CCS workday on a twelve-month basis.

CCS will:

1. The MTP shall identify to the SELPA the need for a MTU or therapy satellite based on the number of hours of prescribed treatment and the space required to provide medically necessary therapy services.
2. The MTP shall work with the SELPA/LEA staff to plan for the utilization of the MTP or therapy satellite space by the LEA when not in use by the MTP staff.

L. MTU Operating Equipment and Supplies

LEA/SELPA will:

1. The SELPA shall identify the LEA(s) fiscally responsible for provision of supplies and equipment necessary to support and maintain the function of the MTU and therapy satellite(s).
2. The SELPA and LEA shall identify what supplies and equipment are available through SELPA and LEA resources.
3. The SELPA shall identify a process for change of the LEA responsible for the provision of necessary supplies and equipment to maintain the function of the MTU and therapy satellite(s).

CCS will:

1. The CCS program shall provide to the LEAs, on an annual basis, a list of, and the estimated cost of, the therapy equipment and supplies necessary to support and maintain the function of the MTU and therapy satellite(s).
2. The CCS program shall provide the MTU and therapy satellite(s) with the necessary supplies for MTP case management activities.
3. The CCS program shall provide MTU and therapy satellite(s) with the necessary medical supplies to deliver individual treatment of the MTP eligible condition or when the equipment is to become the property of the pupil.

INTERAGENCY AGREEMENT APPROVAL

This agreement shall commence on October 1, 2001 or the effective date of approval by signatures, whichever occurs first, and shall be effective until changed by agreement.

SECA Chair
Special Education Coordinating Agency (SECA)
North Santa Cruz County SELPA
(Special Education Local Plan Area)

Date

Health Services Agency
Santa Cruz County

Date

**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 10C

MEETING DATE: March 19, 2020

SUBJECT: **Approve 2020-2021 SECA Meeting Dates**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☒ Action Agenda

_____ Jessica Little _____

☐ Report/Presentations

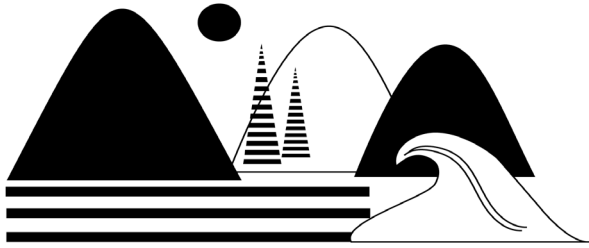
☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. Yes



NORTH SANTA CRUZ COUNTY SELPA

400 Encinal Street, Santa Cruz, CA 95060

PHONE: (831) 466-5700

FAX: (831) 466-5607

www.nscselpa.org

SECA Meeting Dates 2020-2021

Tuesday September 22, 2020*	10:00a.m. Noon	Santa Cruz County Office of Education – Board Room
November 19, 2020*	10:00a.m. Noon	Santa Cruz County Office of Education – Board Room
December 17, 2020	10:00a.m. Noon	Santa Cruz County Office of Education – Board Room
January 21, 2021*	10:00a.m. Noon	Santa Cruz County Office of Education – Board Room
March 25, 2021	10:00a.m. Noon	Santa Cruz County Office of Education – Board Room
May 20, 2021	10:00a.m. Noon	Santa Cruz County Office of Education – Board Room

* Joint Meeting. CBOs, Special Education Directors and Superintendents

NORTH SANTA CRUZ COUNTY SELPA

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**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 10D

MEETING DATE: March 19, 2020

SUBJECT: Approval of 2019-2020 SELPA 2nd Interim Report Financial Report and Budget Revision

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

☐ Consent Agenda

☒ Action Agenda

_____ Rebecca Olker _____

☐ Report/Presentations

☐ Discussion/Recommendations

☐ Public Hearing

☐ Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. Yes

NORTH SANTA CRUZ COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA (NSCC SELPA)
Budget Assumptions
Budget Period: FY2019-20 2nd Interim
Fiscal Years Displayed: FY2019-20, FY2020-21, FY2021-22

Background:

The North Santa Cruz County Special Education Local Plan Area (NSCCSELPA) encompasses three main areas of expenditures: Operational, staff development, and low incidence equipment.

Operational costs (Resource # 6500/Management #9701) include salaries and benefits for the SELPA staff, software systems, financial support, legal costs, audits, staff development, and any other expenditures deemed necessary by the Special Education Coordinating Agency (SECA) Board to run the SELPA office. Revenue is apportioned from AB602 monies and transferred to the SELPA from the SELPA's Administrative Unit (AU), currently the Santa Cruz County Office of Education (COE).

Staff development costs in the past were supported mainly with funds received from the Staff Development Grant (Resource# 6535) which was folded into the AB602 funding model, however, the SELPA still receives the allocation it did in the past for staff development training for both the SELPA Senior Director and the LEA's. This funding is identified through Resource #6500 and Management #6535. Staff development costs have also been reflected in the SELPA Workshop Budget (Resource Code# 9010). NSCC SELPA provides staff development trainings/workshops which will be charged to this program. The cost of the training will be paid for with a combination of this funding source and LEA funds as needed.

Low Incidence equipment costs (Resource # 6500 / Management # 9702) are funded directly from the state (which is included in the special education funding exhibit). These expenditures are for pupils with severe disabilities who require highly specialized equipment to meet their educational needs. Purchases are made by the SELPA once approved by the SELPA's Low Incidence Committee on behalf of the requesting LEA's. Beginning in Fiscal Year 2013/14, the Low Incidence Services Grant was folded into the Low Incidence Equipment portion of AB602 funding. In previous years, the LI Grant was allocated to the districts based on their low incidence pupil count. The 2013/14 Grant amount is still being carved out of this piece and still being distributed to districts based on low incidence pupil count. The budgeted amount will be equal to the funding exhibit figure (under "Low Incidence Equipment and Services") less \$8,228 for the services. The current Low Incidence Funding in 2019/20 is projected at a rate of approximately \$466.18 per LI pupil count (FY1920 P-1).

Supporting Inclusive Practices Preschool (SIP-Preschool) grant (Resource #3326/ Management #3326) expenditures are funded through the federal Individuals with Disabilities Education Act; Part B, Section 619.

Supporting Inclusive Practices (SIP) grant (Resource #3386/ Management #3386) expenditures are funded through the federal Individuals with Disabilities Education Act; Part B, Section 611.

Alternate Dispute Resolution Expansion (ADR-E) program (Resource #3395/ Management #3395) expenditures are funded through the federal Individuals with Disabilities Education Act; Part B, Section 611.

Revenue Assumptions:

The revenue allocations for general operations are each based on the prior year allocation adjusted annually for statutory COLA. This has been the case since the SELPA JPA's funding was folded into the AB602 Funding in fiscal year 2012/13. That year's funding became the SELPA JPA's base funding for 2013/14 with only the COLA being added each year going forward.

The revenue COLA are from the School Services of CA dashboard and summarized in the table below.

2019-20	2020-21	2021-22
3.26%	2.29%	2.71%

Low incidence revenue is based on a prior year LI disabilities pupil count multiplied by a low incidence rate. The Coalition for Adequate Funding for Special Education has projected the rate to be \$466.18 per LI pupil (FY1920 P-1). The LI pupil count is estimated at 119. These figures are projected to be constant in future years. Note, NSCC SELPA receives the low incidence revenue less \$8,228 (LI services) for the purchase of equipment.

The NSCC SELPA has \$12,744 remaining in the SIP-Preschool grant received in FY2018-19. An additional \$20,000 was received through the SIP grant in FY2019-20. The ADR grant amounts are \$3,759 remaining from FY1819 and \$14,601 in FY1920. These funding sources are expenditure driven and require reports submitted to the CDE. Each grant can claim reimbursement for expenditures for 2 years and 3 months after the award starting date. Interest earnings are conservatively projected.

Expenditure Assumptions:

Certificated: The SELPA's Senior Director is a 1.0 FTE position. Beginning in FY2019-20 through the projected years, the position will be funded 70% through the AB602 operational costs and 30% through the Santa Cruz County Office of Education for differentiated assistance. FY2019-20 includes a 2% on-schedule salary increase as well as a 1.0% one-time payment. FY2020-21 includes a 2% on-schedule salary increase. The position is expected to reach a longevity marker of 6 years at 2.5% in FY2021-22. Projected STRS rates are summarized in the table below.

2019-20	2020-21	2021-22
17.10%	18.40%	18.10%

Classified: The SELPA's executive assistant is a 0.8 FTE position. The executive assistant position has no remaining step & column ranges. Under an MOU, the SELPA pays 40% of financial analyst cost. The financial analyst position has step & column increases. Projected PERS rates are summarized in the table below.

2019-20	2020-21	2021-22
19.721%	22.80%	24.90%

Low incidence expenditures are projected to match revenues in future years. The SCCOE MOU rate (indirect cost rate) is equal to the CDE SCCOE approved indirect rate of 9.80% in FY2019-20 and are included in the general operations costs under the professional services object #5800. Health and wellness are estimated to increase by 5% in both future years.

Conclusion:

The NSCC SELPA will be able to maintain the required \$69,000 reserve for economic uncertainty through the multi-year projections and will have a general operations fund balance of \$265,275 in FY2021-22. No cash flow issues are anticipated through the multi-year projections. If the SCCOE differentiated assistance funding for certificated management discontinues, the NSCC SELPA may not be able to maintain positive certification.

**NORTH SANTA CRUZ COUNTY SELPA
2019-20 2ND INTERIM**

2019-20 2ND INTERIM

	A	B	C	D	E	F	G	H
Resource Management	6500 9701	6500 9702	6500 6535	3326 3326	3386 3386	3395 3395	9010 9701	
Program Title	General Operations	Low Incidence Equipment	Staff Development	Special Ed: SIP Grant-Preschool	Special Ed: SIP Grant	Special Ed: ADR Grant	Workshop	TOTAL
Revenues								
Local Control Funding Formula 8000-8099	-	-	-	-	-	-	-	-
Federal Revenues 8100-8299	-	-	-	12,744	20,000	18,360	-	51,104
Other State Revenues 8300-8599	-	-	-	-	-	-	-	-
Other Local Revenues 8600-8799	339,999	47,248	5,189	-	-	-	3,000	395,436
Total Revenue	339,999	47,248	5,189	12,744	20,000	18,360	3,000	446,540
Expenditures								
1000 - Certificated Salaries (1.0 FTE)	101,814	-	-	-	-	-	-	101,814
2000 - Classified Salaries (0.80 FTE)	57,724	-	-	-	-	-	-	57,724
3000 - Employee Benefits	80,000	-	-	-	-	-	-	80,000
4000 - Books and Supplies	6,500	35,152	-	9,744	18,000	100	200	69,696
5000 - Services & Operating Exp.	139,786	3,600	5,189	3,000	2,000	18,260	2,800	174,635
6000 - Capital Outlay	-	8,496	-	-	-	-	-	8,496
7100-7200 - Other Outgo	-	-	-	-	-	-	-	-
7300 - Indirect Costs	-	-	-	-	-	-	-	-
Total Expenditures	385,824	47,248	5,189	12,744	20,000	18,360	3,000	492,365
Interfund Transfers								
Transfers In 89XX	-	-	-	-	-	-	-	-
Transfers Out 76XX	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-	-
Unrestricted Contributions (8980)	-	-	-	-	-	-	-	-
Restricted Contributions (8990)	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-
Beginning Balance	402,657	124,605	11,676	-	-	-	13,559	552,497
Beginning Balance Adjustments								
Net Increase (Decrease)	(45,825)	-	-	-	-	-	-	(45,825)
Ending Fund Balance	356,832	124,605	11,676	-	-	-	13,559	506,672
Reserve for Economic Uncertainty (REU):	69,000							69,000
Ending Balance Less Required Reserves:	287,832							437,672

1.0 Certificated FTE

0.8 Classified FTE

NORTH SANTA CRUZ COUNTY SELPA
2019-20 2ND INTERIM
2020-21 PROJECTED BUDGET

	A	B	C	D	E	F	G	H
Resource Management	6500 9701	6500 9702	6500 6535	3326 3326	3386 3386	3395 3395	9010 9701	
Program Title	General Operations	Low Incidence Equipment	Staff Development	Special Ed: SIP Grant-Preschool	Special Ed: SIP Grant	Special Ed: ADR	Workshop	TOTAL
Revenues								
Local Control Funding Formula 8000-8099	-	-	-	-	-	-	-	-
Federal Revenues 8100-8299	-	-	-	-	-	-	-	-
Other State Revenues 8300-8599	-	-	-	-	-	-	-	-
Other Local Revenues 8600-8799	347,483	47,248	5,189	-	-	-	3,000	402,920
Total Revenue	347,483	47,248	5,189	-	-	-	3,000	402,920
Expenditures								
1000 - Certificated Salaries (1.0 FTE)	102,792	-	-	-	-	-	-	102,792
2000 - Classified Salaries (0.80 FTE)	57,874	-	-	-	-	-	-	57,874
3000 - Employee Benefits	85,248	-	-	-	-	-	-	85,248
4000 - Books and Supplies	6,500	35,152	-	-	-	-	200	41,852
5000 - Services & Operating Exp.	140,289	3,600	5,189	-	-	-	2,800	151,878
6000 - Capital Outlay	-	8,496	-	-	-	-	-	8,496
7100-7200 - Other Outgo	-	-	-	-	-	-	-	-
7300 - Indirect Costs	-	-	-	-	-	-	-	-
Total Expenditures	392,703	47,248	5,189	-	-	-	3,000	448,140
Interfund Transfers								
Transfers In 89XX	-	-	-	-	-	-	-	-
Transfers Out 76XX	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-	-
Unrestricted Contributions (8980)	-	-	-	-	-	-	-	-
Restricted Contributions (8990)	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-
Beginning Balance	356,832	124,605	11,676	-	-	-	13,559	506,672
Beginning Balance Adjustments								
Net Increase (Decrease)	(45,220)	-	-	-	-	-	-	(45,220)
Ending Fund Balance	311,612	124,605	11,676	-	-	-	13,559	461,452
Reserve for Economic Uncertainty (REU):	69,000							69,000
Ending Balance Less Required Reserves:	242,612							392,452

1.0 Certificated FTE
0.8 Classified FTE

**NORTH SANTA CRUZ COUNTY SELPA
2019-20 2ND INTERIM
2021-22 PROJECTED BUDGET**

	A	B	C	D	E	E	F	G
Resource Management	6500 9701	6500 9702	6500 6535	3326 3326	3386 3386	3395 3395	9010 9701	
Program Title	General Operations	Low Incidence Equipment	Staff Development	Special Ed: SIP Grant-Preschool	Special Ed: SIP Grant	Special Ed: ADR	Workshop	TOTAL
Revenues								
Local Control Funding Formula 8000-8099	-	-	-	-	-	-	-	-
Federal Revenues 8100-8299	-	-	-	-	-	-	-	-
Other State Revenues 8300-8599	-	-	-	-	-	-	-	-
Other Local Revenues 8600-8799	356,542	47,248	5,189	-	-	-	3,000	411,979
Total Revenue	356,542	47,248	5,189	-	-	-	3,000	411,979
Expenditures								
1000 - Certificated Salaries (1.0 FTE)	105,287	-	-	-	-	-	-	105,287
2000 - Classified Salaries (0.80 FTE)	57,874	-	-	-	-	-	-	57,874
3000 - Employee Benefits	88,709	-	-	-	-	-	-	88,709
4000 - Books and Supplies	6,500	35,152	-	-	-	-	200	41,852
5000 - Services & Operating Exp.	144,509	3,600	5,189	-	-	-	2,800	156,098
6000 - Capital Outlay	-	8,496	-	-	-	-	-	8,496
7100-7200 - Other Outgo	-	-	-	-	-	-	-	-
7300 - Indirect Costs	-	-	-	-	-	-	-	-
Total Expenditures	402,879	47,248	5,189	-	-	-	3,000	458,316
Interfund Transfers								
Transfers In 89XX	-	-	-	-	-	-	-	-
Transfers Out 76XX	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-	-
Unrestricted Contributions (8980)	-	-	-	-	-	-	-	-
Restricted Contributions (8990)	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-
Beginning Balance	311,612	124,605	11,676	-	-	-	13,559	461,452
Beginning Balance Adjustments								
Net Increase (Decrease)	(46,337)	-	-	-	-	-	-	(46,337)
Ending Fund Balance	265,275	124,605	11,676	-	-	-	13,559	415,115
Reserve for Economic Uncertainty (REU):	69,000							69,000
Ending Balance Less Required Reserves:	196,275							346,115

1.0 Certificated FTE
0.8 Classified FTE

NORTH SANTA CRUZ COUNTY SELPA
2019-20 2ND INTERIM
MULTI-YEAR PROJECTION

	2017-18	2018-19	2019-20	2019-20	2019-20	2020-21	2021-22
	UNAUDITED ACTUALS	UNAUDITED ACTUALS	ADOPTED BUDGET	1ST INTERIM BUDGET	2ND INTERIM BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
Revenues							
Local Control Funding Formula 8000-8099	-	-	-	-	-	-	-
Federal Revenues 8100-8299	2,573	32,612	35,865	51,104	51,104	-	-
Other State Revenues 8300-8599	-	-	-	-	-	-	-
Other Local Revenues 8600-8799	367,615	386,028	433,089	394,140	395,436	402,920	411,979
Total Revenue	370,188	418,640	468,954	445,244	446,540	402,920	411,979
Expenditures							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
1000 - Certificated Salaries (1.0 FTE)	136,661	140,761	101,422	102,065	101,814	102,792	105,287
2000 - Classified Salaries (0.80 FTE)	55,331	57,138	57,671	57,723	57,724	57,874	57,874
3000 - Employee Benefits	83,975	91,034	79,136	79,092	80,000	85,248	88,709
4000 - Books and Supplies	34,641	32,850	59,652	69,696	69,696	41,852	41,852
5000 - Services & Operating Exp.	95,382	173,894	163,873	172,818	174,635	151,878	156,098
6000 - Capital Outlay	10,116	19,296	7,200	7,200	8,496	8,496	8,496
7100-7200 - Other Outgo	-	-	-	-	-	-	-
7300 - Indirect Costs	-	-	-	-	-	-	-
Total Expenditures	416,106	514,973	468,954	488,594	492,365	448,140	458,316
	-	-	-	-	-	-	-
Interfund Transfers							
	-	-	-	-	-	-	-
Transfers In 89XX	-	-	-	-	-	-	-
Transfers Out 76XX	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-
Unrestricted Contributions (8980)	-	-	-	-	-	-	-
Restricted Contributions (8990)	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Beginning Balance	694,749	648,830	552,587	552,497	552,497	506,672	461,452
Beginning Balance Adjustments	-	-	-	-	-	-	-
Net Increase (Decrease)	(45,919)	(96,334)	-	(43,350)	(45,825)	(45,220)	(46,337)
	-	-	-	-	-	-	-
Ending Fund Balance	648,830	552,497	552,587	509,147	506,672	461,452	415,115
Reserve for Economic Uncertainty (REU):	66,000	67,000	69,000	69,000	69,000	69,000	69,000
Ending Balance Less Required Reserves:	582,830	485,497	483,587	440,147	437,672	392,452	346,115

1.0 Certificated FTE

0.8 Classified FTE

North Santa Cruz County SELPA

2019-20 2nd Interim Budget

March 19, 2020 SECA Board Meeting

	1st Interim Budget	Budget Revisions	2nd Interim Budget
REVENUE			
Federal Revenues	51,104	-	51,104
State Revenues	-	-	-
Local Revenues		-	
Apportionments/General Operations	326,799	-	326,799
Interest	13,200	-	13,200
Low Incidence Equipment	45,952	1,296	47,248
Medi-Cal Admin	-	-	-
Staff Development	5,189	-	5,189
Workshop Fees	3,000	-	3,000
TOTAL REVENUE	445,244	1,296	446,540

EXPENDITURES			
Certificated Salaries	102,065	(251)	101,814
Classified Salaries	57,723	1	57,724
Employee Benefits	79,092	908	80,000
Books and Supplies	34,544	-	34,544
Services and Operations*	169,218	1,817	171,035
Low Incidence Equipment & Repairs	45,952	1,296	47,248
TOTAL EXPENDITURES	488,594	3,771	492,365

FUND BALANCE			
Beginning Fund Balance	648,830		648,830
Net Increase/(Decrease)	(43,350)		(45,825)
ENDING FUND BALANCE	605,480	-	603,005

*Services & Operations include:

- Financial Analyst
- Administrative MOU with COE
- Legal / Insurance Services
- External Audit Services
- Travel/Conferences/Mileage
- SEIS Network Services

FY2021 @ 1920 2I CASH FLOW

BUDGET	LEDGER
DATASET	DATASET-CY
2021 PB @ 1920 2I	

*DENOTES ESTIMATES

REVENUES	OBJ L	OBJ H	BUDGET AMOUN	July*	August*	September*	October*	November*	December*	January*	February*	March*	April*	May*	June*	TOTAL
BEGINNING CASH BALANCE	9110	9110	570,047.39	570,047.39	569,096.55	559,185.12	541,181.60	520,991.66	540,668.46	590,880.76	591,861.49	591,151.08	541,709.57	574,504.75	606,575.38	
LCFF/ Revenue Limit	8000	8099	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenues	8100	8289	-	-	-	-	-	-	-	-	-	-	-	-	-	-
All Other Federal Revenues	8290	8299	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other State Revenues	8300	8599	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Local Revenues	8600	8799	402,920.00	1,246.58	35,385.65	3,070.42	88,156.24	48,220.52	(31,213.95)	66,406.19	31,687.45	1,098.88	63,429.44	32,262.89	63,169.69	402,920.00
Other Financing Sources	8900	8990	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenues + Other Financing	8000	8990	402,920.00	1,246.58	35,385.65	3,070.42	88,156.24	48,220.52	(31,213.95)	66,406.19	31,687.45	1,098.88	63,429.44	32,262.89	63,169.69	402,920.00
EXPENDITURES																
Certificated Salaries	1000	1999	102,792.00	-	17,896.55	8,455.71	8,455.71	8,455.71	-	16,911.42	7,102.82	14,205.63	7,102.82	-	14,205.63	102,792.00
Classified Salaries	2000	2999	57,874.00	-	9,645.56	4,822.78	4,822.78	4,822.78	-	9,645.56	4,019.09	8,038.18	4,019.09	-	8,038.18	57,874.00
Employee Benefits	3000	3999	85,248.00	-	13,897.97	6,915.21	7,049.86	7,049.86	-	13,813.53	6,086.76	12,173.53	6,086.76	-	12,174.51	85,248.00
Books & Supplies	4000	4999	41,852.00	-	-	525.14	2,414.30	2,320.96	(270.14)	724.62	13,678.61	2,088.34	1,830.11	-	18,540.05	41,852.00
Services and Other Operati	5000	5999	151,878.00	2,197.42	3,857.00	355.09	85,603.53	5,894.40	(81,156.10)	24,330.32	1,510.58	14,034.71	11,595.49	192.26	83,463.30	151,878.00
Capital Outlay	6000	6999	8,496.00	-	-	-	-	-	-	-	-	-	-	-	8,496.00	8,496.00
Other Outgo	7100	7299	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Direct & Indirect Suppot	7300	7399	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers Out	7610	7629	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Uses	7630	7699	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	1000	7699	448,140.00	2,197.42	45,297.08	21,073.94	108,346.18	28,543.71	(81,426.24)	65,425.45	32,397.85	50,540.39	30,634.27	192.26	144,917.68	448,140.00
	9200	9289	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	9500	9589	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NET			(45,220.00)	(950.84)	(9,911.43)	(18,003.52)	(20,189.94)	19,676.81	50,212.29	980.73	(710.40)	(49,441.51)	32,795.18	32,070.63	(81,747.99)	
ENDING CASH BALANCE				569,096.55	559,185.12	541,181.60	520,991.66	540,668.46	590,880.76	591,861.49	591,151.08	541,709.57	574,504.75	606,575.38	524,827.39	

FY2019-20 2I CASH FLOW

				BUDGET DATASET		LEDGER DATASET												
				1920 2I		1920 2I												
*DENOTES ESTIMATES																		
REVENUES	OBJ L	OBJ H	BUDGET AMOUN	July	August	September	October	November	December	January	2I TOTALS	February*	March*	April*	May*	June*	TOTAL	
BEGINNING CASH BALANCE	9110	9110	615,872.39	615,872.39	614,569.14	607,139.37	589,194.90	553,461.63	577,598.27	618,702.44	615,872.39	615,358.32	605,185.37	553,136.57	605,015.50	636,458.05		
LCFF/ Revenue Limit	8000	8099	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Federal Revenues	8100	8289	51,104.00	-	2,666.00	-	-	7,255.88	(22,027.84)	-	(12,105.96)	-	-	22,764.21	-	40,445.75	51,104.00	
All Other Federal Revenue	8290	8299	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other State Revenues	8300	8599	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Local Revenues	8600	8799	395,436.00	1,223.43	34,728.38	3,013.39	86,518.79	47,324.85	(30,634.17)	65,172.73	207,347.40	31,098.87	1,078.47	62,251.28	31,663.63	61,996.35	395,436.00	
Other Financing Sources	8900	8990	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Revenues + Other Financi	8000	8990	446,540.00	1,223.43	37,394.38	3,013.39	86,518.79	54,580.73	(52,662.01)	65,172.73	195,241.44	31,098.87	1,078.47	85,015.49	31,663.63	102,442.10	446,540.00	
EXPENDITURES																		
Certificated Salaries	1000	1999	101,814.00	-	17,726.28	8,375.26	8,375.26	8,375.26	-	16,750.52	59,602.58	7,035.24	14,070.47	7,035.24	-	14,070.47	101,814.00	
Classified Salaries	2000	2999	57,724.00	-	9,620.56	4,810.28	4,810.28	4,810.28	-	9,620.56	33,671.96	4,008.67	8,017.35	4,008.67	-	8,017.35	57,724.00	
Employee Benefits	3000	3999	80,000.00	-	13,042.39	6,489.50	6,615.86	6,615.86	-	12,963.15	45,726.76	5,712.05	11,424.11	5,712.05	-	11,425.03	80,000.00	
Books & Supplies	4000	4999	69,696.00	-	-	874.52	4,020.52	3,865.09	(449.86)	1,206.71	9,516.98	22,778.94	3,477.71	3,047.68	-	30,874.69	69,696.00	
Services and Other Opera	5000	5999	174,635.00	2,526.68	4,434.92	408.30	98,430.14	6,777.60	(93,316.32)	27,975.91	47,237.23	1,736.92	16,137.63	13,332.92	221.07	95,969.22	174,635.00	
Capital Outlay	6000	6999	8,496.00	-	-	-	-	-	-	-	-	-	-	-	-	8,496.00	8,496.00	
Other Outgo	7100	7299	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Direct & Indirect Suppot	7300	7399	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interfund Transfers Out	7610	7629	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Uses	7630	7699	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	1000	7699	492,365.00	2,526.68	44,824.15	20,957.86	122,252.06	30,444.09	(93,766.18)	68,516.85	195,755.51	41,271.82	53,127.27	33,136.56	221.07	168,852.76	492,365.00	
	9200	9289	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	9500	9589	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
NET			(45,825.00)	(1,303.25)	(7,429.77)	(17,944.47)	(35,733.27)	24,136.64	41,104.17	(3,344.12)	(514.07)	(10,172.95)	(52,048.80)	51,878.93	31,442.55	(66,410.66)		
ENDING CASH BALANCE				614,569.14	607,139.37	589,194.90	553,461.63	577,598.27	618,702.44	615,358.32	615,358.32	605,185.37	553,136.57	605,015.50	636,458.05	570,047.39		

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129, 41023, and 42130)

Signed: _____

JPA Administrator or Designee

Date: _____

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the JPA. (Pursuant to EC sections 41023 and 42131)

Meeting Date: March 19, 2020

Signed: _____

President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X **POSITIVE CERTIFICATION**

As President of the Governing Board of this JPA, I certify that based upon current projections this JPA will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

_____ **QUALIFIED CERTIFICATION**

As President of the Governing Board of this JPA, I certify that based upon current projections this JPA may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

_____ **NEGATIVE CERTIFICATION**

As President of the Governing Board of this JPA, I certify that based upon current projections this JPA will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: HANWOOL KIM

Telephone: 831-466-5629

Title: FINANCIAL ANALYST

E-mail: HKIM@SANTACRUZCOE.ORG

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	This criterion is not checked for JPAs.	n/a	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	This criterion is not checked for JPAs.	n/a	
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	
4	Local Control Funding Formula (LCFF) Revenue	This criterion is not checked for JPAs.	n/a	
5	Salaries and Benefits	Projected ratio of total salaries and benefits to total general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.	X	
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.	X	
7	Ongoing and Major Maintenance Account	This criterion is not checked for JPAs.	n/a	
8	Deficit Spending	Deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.		X

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since first interim that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since first interim by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have transfers to or from the general fund to cover operating deficits changed since first interim by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?	X	
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2018-19) annual payment?	n/a	
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	n/a	
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, have there been changes since first interim in OPEB liabilities?	n/a	
S7b	Other Self-insurance Benefits	Does the JPA operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since first interim in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	n/a	
		• Classified? (Section S8B, Line 1b)	n/a	
S9	Status of Other Funds	• Management/supervisor/confidential? (Section S8C, Line 1b)	n/a	
		Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	n/a	
A4	New Charter Schools Impacting JPA's Enrollment	Are any new charter schools operating in JPA boundaries that are impacting the JPA's enrollment, either in the prior or current fiscal years?	n/a	
A5	Salary Increases Exceed COLA	Has the JPA entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the JPA's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the JPA have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of JPA Director or Financial Official	Have there been personnel changes in the JPA director or financial official positions within the last 12 months?	X	

G = General Ledger Data; S = Supplemental Data

		Data Supplied For:			
		2019-20 Board Approved Operating Budget			
Form	Description	2019-20 Original Budget	2019-20 Actuals to Date	2019-20 Projected Totals	
011	General Fund/County School Service Fund	G	G	G	GS
101	Special Education Pass-Through Fund				
111	Adult Education Fund				
121	Child Development Fund				
131	Cafeteria Special Revenue Fund				
141	Deferred Maintenance Fund				
151	Pupil Transportation Equipment Fund				
171	Special Reserve Fund for Other Than Capital Outlay Projects				
181	School Bus Emissions Reduction Fund				
201	Special Reserve Fund for Postemployment Benefits				
211	Building Fund				
351	County School Facilities Fund				
401	Special Reserve Fund for Capital Outlay Projects				
611	Cafeteria Enterprise Fund				
671	Self-Insurance Fund				
711	Retiree Benefit Fund				
CASH	Cashflow Worksheet				
CHG	Change Order Form				
CI	Interim Certification				S
ICR	Indirect Cost Rate Worksheet				
MYPI	Multiyear Projections - General Fund				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				
01CSI	Criteria and Standards Review				S

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	35,865.00	51,104.00	(12,105.96)	51,104.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	433,089.00	394,140.00	207,347.40	395,436.00	1,296.00	0.3%
5) TOTAL, REVENUES			468,954.00	445,244.00	195,241.44	446,540.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	101,422.00	102,065.00	59,602.58	101,814.00	251.00	0.2%
2) Classified Salaries		2000-2999	57,671.00	57,723.00	33,671.96	57,724.00	(1.00)	0.0%
3) Employee Benefits		3000-3999	79,136.00	79,092.00	45,726.76	80,000.00	(908.00)	-1.1%
4) Books and Supplies		4000-4999	59,652.00	69,696.00	9,516.98	69,696.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	163,873.00	172,818.00	47,237.23	174,635.00	(1,817.00)	-1.1%
6) Capital Outlay		6000-6999	7,200.00	7,200.00	0.00	8,496.00	(1,296.00)	-18.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			468,954.00	488,594.00	195,755.51	492,365.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	(43,350.00)	(514.07)	(45,825.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	(43,350.00)	(514.07)	(45,825.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	552,496.76	552,496.76		552,496.76	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			552,496.76	552,496.76		552,496.76		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			552,496.76	552,496.76		552,496.76		
2) Ending Balance, June 30 (E + F1e)			552,496.76	509,146.76		506,671.76		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	552,496.76	509,146.76		506,671.76		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Special Education Discretionary Grants		8182	35,865.00	51,104.00	(12,105.96)	51,104.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			35,865.00	51,104.00	(12,105.96)	51,104.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
All Other State Apportionments - Current Year		8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	9,595.00	13,200.00	7,507.40	13,200.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
In-District Premiums/Contributions		8674	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	3,000.00	3,000.00	0.00	3,000.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	420,494.00	377,940.00	199,840.00	379,236.00	1,296.00	0.3%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			433,089.00	394,140.00	207,347.40	395,436.00	1,296.00	0.3%
TOTAL, REVENUES			468,954.00	445,244.00	195,241.44	446,540.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	101,422.00	102,065.00	59,602.58	101,814.00	251.00	0.2%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			101,422.00	102,065.00	59,602.58	101,814.00	251.00	0.2%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	57,671.00	57,723.00	33,671.96	57,724.00	(1.00)	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			57,671.00	57,723.00	33,671.96	57,724.00	(1.00)	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	17,343.00	17,286.00	9,756.62	17,411.00	(125.00)	-0.7%
PERS		3201-3202	11,957.00	11,384.00	6,640.41	11,384.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	5,883.00	5,388.00	3,148.19	5,951.00	(563.00)	-10.4%
Health and Welfare Benefits		3401-3402	35,908.00	36,963.00	21,395.79	36,983.00	(20.00)	-0.1%
Unemployment Insurance		3501-3502	80.00	77.00	44.70	82.00	(5.00)	-6.5%
Workers' Compensation		3601-3602	2,922.00	2,928.00	1,711.70	3,005.00	(77.00)	-2.6%
OPEB, Allocated		3701-3702	5,043.00	5,066.00	3,029.35	5,184.00	(118.00)	-2.3%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			79,136.00	79,092.00	45,726.76	80,000.00	(908.00)	-1.1%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	22,500.00	32,544.00	2,104.45	32,844.00	(300.00)	-0.9%
Noncapitalized Equipment		4400	37,152.00	37,152.00	7,412.53	36,852.00	300.00	0.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			59,652.00	69,696.00	9,516.98	69,696.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	37,854.00	45,249.00	17,296.48	45,249.00	0.00	0.0%
Dues and Memberships		5300	3,600.00	3,600.00	2,500.00	3,600.00	0.00	0.0%
Insurance		5400-5450	2,189.00	2,189.00	2,378.00	2,378.00	(189.00)	-8.6%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,810.00	3,810.00	0.00	3,810.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	115,260.00	116,810.00	24,626.68	118,438.00	(1,628.00)	-1.4%
Communications		5900	1,160.00	1,160.00	436.07	1,160.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			163,873.00	172,818.00	47,237.23	174,635.00	(1,817.00)	-1.1%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	7,200.00	7,200.00	0.00	8,496.00	(1,296.00)	-18.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			7,200.00	7,200.00	0.00	8,496.00	(1,296.00)	-18.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			468,954.00	488,594.00	195,755.51	492,365.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2019/20
		Projected Year Totals
6500	Special Education	493,112.30
9010	Other Restricted Local	13,559.46
Total, Restricted Balance		506,671.76

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099					
2. Federal Revenues	8100-8299	51,104.00	-100.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	0.00	0.00%	0.00	0.00%	0.00
4. Other Local Revenues	8600-8799	395,436.00	1.89%	402,920.00	2.25%	411,979.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		446,540.00	-9.77%	402,920.00	2.25%	411,979.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				101,814.00		102,792.00
b. Step & Column Adjustment				0.00		0.00
c. Cost-of-Living Adjustment				978.00		0.00
d. Other Adjustments				0.00		2,495.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	101,814.00	0.96%	102,792.00	2.43%	105,287.00
2. Classified Salaries						
a. Base Salaries				57,724.00		57,874.00
b. Step & Column Adjustment				0.00		0.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				150.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	57,724.00	0.26%	57,874.00	0.00%	57,874.00
3. Employee Benefits	3000-3999	80,000.00	6.56%	85,248.00	4.06%	88,709.00
4. Books and Supplies	4000-4999	69,696.00	-39.95%	41,852.00	0.00%	41,852.00
5. Services and Other Operating Expenditures	5000-5999	174,635.00	-13.03%	151,878.00	2.78%	156,098.00
6. Capital Outlay	6000-6999	8,496.00	0.00%	8,496.00	0.00%	8,496.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section G below)						
11. Total (Sum lines B1 thru B10)		492,365.00	-8.98%	448,140.00	2.27%	458,316.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)						
		(45,825.00)		(45,220.00)		(46,337.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		552,496.76		506,671.76		461,451.76
2. Ending Fund Balance (Sum lines C and D1)		506,671.76		461,451.76		415,114.76
3. Components of Ending Fund Balance (Form 011)						
(Enter estimated projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	506,671.76		392,451.76		346,114.76
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00		69,000.00		69,000.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)						
		506,671.76		461,451.76		415,114.76

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		69,000.00		69,000.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		0.00		69,000.00		69,000.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		0.00%		15.40%		15.06%
F. RECOMMENDED RESERVES						
1. JPA ADA						
Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)		0.00		0.00		0.00
2. Total Expenditures and Other Financing Uses (Line B11)		492,365.00		448,140.00		458,316.00
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		492,365.00		448,140.00		458,316.00
5. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		5%		5%		5%
6. Reserve Standard - By Percent (Line F4 times F5)		24,618.25		22,407.00		22,915.80
7. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		69,000.00		69,000.00		69,000.00
8. Reserve Standard (Greater of Line F6 or F7)		69,000.00		69,000.00		69,000.00
9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)		NO		YES		YES
G. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
FY2020-21, classified salaries include update in bachelors degree education amount. FY2021-22, certificated management salaries include longevity at 2.5% of salary.						

Provide methodology and assumptions used to estimate revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments). Deviations from the standards must be explained and may affect the interim certification.

Note: This form is the same as the school district criteria and standards review except for the average daily attendance, enrollment, ADA to enrollment, LCFF revenue, and ongoing and major maintenance account criteria, which are not applicable to JPAs, and the salaries and benefits and deficit spending criteria which measure unrestricted expenditures for districts but total expenditures for JPAs. The criteria and standards review should be completed only to the extent that individual components apply to each JPA, and with concurrence from the reviewing agency.

CRITERIA AND STANDARDS

- 1. CRITERION: Average Daily Attendance**
This criterion is not checked for JPAs.
- 2. CRITERION: Enrollment**
This criterion is not checked for JPAs.
- 3. CRITERION: ADA to Enrollment**
This criterion is not checked for JPAs.
- 4. CRITERION: Local Control Funding Formula (LCFF) Revenue**
This criterion is not checked for JPAs.

5. CRITERION: Salaries and Benefits

STANDARD: Projected ratio of total salaries and benefits to total general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the JPA's required reserves percentage.

5A. Calculating the JPA's Historical Average Ratio of Salaries and Benefits to Total General Fund Expenditures

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals		Ratio of Salaries and Benefits to Total Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2016-17)	255,054.18	424,309.47	60.1%
Second Prior Year (2017-18)	275,967.36	416,106.11	66.3%
First Prior Year (2018-19)	288,932.60	514,973.24	56.1%
Historical Average Ratio:			60.8%

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
JPA's Reserve Standard Percentage (Criterion 10B, Line 4):	5.0%	5.0%	5.0%
JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):	55.8% to 65.8%	55.8% to 65.8%	55.8% to 65.8%

5B. Calculating the JPA's Projected Ratio of Salaries and Benefits to Total General Fund Expenditures

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals		Ratio of Salaries and Benefits to Total Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2019-20)	239,538.00	492,365.00	48.7%	Not Met
1st Subsequent Year (2020-21)	245,914.00	448,140.00	54.9%	Not Met
2nd Subsequent Year (2021-22)	251,870.00	458,316.00	55.0%	Not Met

5C. Comparison of JPA Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected ratio of salary and benefit costs to total expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

Explanation:
(required if NOT met)

FY1920 has grant amounts SIP and ADR which are spent on supplies and services. Financial analyst services are included as a services which also lowers the ratio.

6. CRITERION: Other Revenues and Expenditures

STANDARD: Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating) for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since first interim projections.

Changes that exceed five percent in any major object category must be explained.

JPA's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
JPA's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

6A. Calculating the JPA's Change by Major Object Category and Comparison to the Explanation Percentage Range

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. Second Interim data for Current Year are extracted. If Second Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the JPA's explanation percentage range.

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)				
Current Year (2019-20)	51,104.00	51,104.00	0.0%	No
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	No
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	No

Explanation
(required if Yes)

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)

Current Year (2019-20)	0.00	0.00	0.0%	No
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	No
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	No

Explanation
(required if Yes)

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)

Current Year (2019-20)	394,140.00	395,436.00	0.3%	No
1st Subsequent Year (2020-21)	403,944.00	402,920.00	-0.3%	No
2nd Subsequent Year (2021-22)	413,369.00	411,979.00	-0.3%	No

Explanation
(required if Yes)

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)

Current Year (2019-20)	69,696.00	69,696.00	0.0%	No
1st Subsequent Year (2020-21)	41,852.00	41,852.00	0.0%	No
2nd Subsequent Year (2021-22)	41,852.00	41,852.00	0.0%	No

Explanation
(required if Yes)

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)

Current Year (2019-20)	172,818.00	174,635.00	1.1%	No
1st Subsequent Year (2020-21)	147,744.00	151,878.00	2.8%	No
2nd Subsequent Year (2021-22)	150,787.00	156,098.00	3.5%	No

Explanation
(required if Yes)

6B. Calculating the JPA's Change in Total Operating Revenues and Expenditures

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Explanation Range
Total Federal, Other State, and Other Local Revenues (Section 6A)				
Current Year (2019-20)	445,244.00	446,540.00	0.3%	Met
1st Subsequent Year (2020-21)	403,944.00	402,920.00	-0.3%	Met
2nd Subsequent Year (2021-22)	413,369.00	411,979.00	-0.3%	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2019-20)	242,514.00	244,331.00	0.7%	Met
1st Subsequent Year (2020-21)	189,596.00	193,730.00	2.2%	Met
2nd Subsequent Year (2021-22)	192,639.00	197,950.00	2.8%	Met

6C. Comparison of JPA Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is not met; no entry is allowed below.

- 1a. STANDARD MET - Projected total operating revenues have not changed since first interim projections by more than the standard for the current and two subsequent fiscal years.

Explanation:

Federal Revenue
(linked from 6A
if NOT met)

Explanation:

Other State Revenue
(linked from 6A
if NOT met)

Explanation:

Other Local Revenue
(linked from 6A
if NOT met)

- 1b. STANDARD MET - Projected total operating expenditures have not changed since first interim projections by more than the standard for the current and two subsequent fiscal years.

Explanation:

Books and Supplies
(linked from 6A
if NOT met)

Explanation:

Services and Other Exps
(linked from 6A
if NOT met)

7. CRITERION: Facilities Maintenance

STANDARD: Identify changes that have occurred since first interim projections in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the JPA is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the JPA's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

This criterion is not checked for JPAs.

8. CRITERION: Deficit Spending

STANDARD: Deficit spending (total expenditures and other financing uses is greater than total revenues and other financing sources) as a percentage of total expenditures and other financing uses, has not exceeded one-third of the JPA's available reserves¹ as a percentage of total expenditures and other financing uses² in any of the current fiscal year or two subsequent fiscal years.

¹Available reserves are the amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

²A JPA that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8A. Calculating the JPA's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
JPA's Available Reserve Percentage (Criterion 10C, Line 9)	0.0%	15.4%	15.1%
JPA's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	0.0%	5.1%	5.0%

8B. Calculating the JPA's Deficit Spending Percentages

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals			Status
	Net Change in Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	
Current Year (2019-20)	(45,825.00)	492,365.00	9.3%	Not Met
1st Subsequent Year (2020-21)	(45,220.00)	448,140.00	10.1%	Not Met
2nd Subsequent Year (2021-22)	(46,337.00)	458,316.00	10.1%	Not Met

8C. Comparison of JPA Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Deficit spending has exceeded the standard percentage level in any of the current year or two subsequent fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing both the unrestricted and restricted budgets, and what changes will be made to ensure that the budget deficits are eliminated or are balanced within the standard.

Explanation:
(required if NOT met)

The revenue increases subject to state COLA are not enough to offset the increases in employee benefits and the financial analyst services. Settlement agreement for the certificated management staff contribute as well.

9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

9A-1. Determining if the JPA's General Fund Ending Balance is Positive

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Ending Fund Balance General Fund Projected Year Totals		
Fiscal Year	(Form 01I, Line F2) (Form MYPI, Line D2)	Status
Current Year (2019-20)	506,671.76	Met
1st Subsequent Year (2020-21)	461,451.76	Met
2nd Subsequent Year (2021-22)	415,114.76	Met

9A-2. Comparison of the JPA's Ending Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

9B-1. Determining if the JPA's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Ending Cash Balance General Fund (Form CASH, Line F, June Column)			Status
Fiscal Year			
Current Year (2019-20)	561,029.39		Met

9B-2. Comparison of the JPA's Ending Cash Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts² as applied to total expenditures and other financing uses³:

Percentage Level	JPA ADA		
5% or \$69,000 (greater of)	0	to	300
4% or \$69,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

¹ Available reserves are the amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238) and then rounded to the nearest thousand.

³ A JPA that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
JPA ADA (Form MYPI, Line F1, if available; else defaults to zero and may be overwritten)	0	0	0
JPA's Reserve Standard Percentage Level:	5%	5%	5%

10A. Calculating the JPA's Special Education Pass-through Exclusions (only for JPAs that serve as the AU of a SELPA)

Special education pass-through exclusions are not applicable for JPAs.

10B. Calculating the JPA's Reserve Standard

DATA ENTRY: All data are extracted or calculated.

	Current Year Projected Year Totals (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Total Expenditures and Other Financing Uses (Criterion 8, Item 8B)	492,365.00	448,140.00	458,316.00
2. Plus: Special Education Pass-through (Not applicable for JPAs)	N/A	N/A	N/A
3. Net Expenditures and Other Financing Uses (Line B1 plus Line B2)	492,365.00	448,140.00	458,316.00
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	24,618.25	22,407.00	22,915.80
6. Reserve Standard - by Amount (\$69,000 for JPAs with less than 1,001 ADA, else 0)	69,000.00	69,000.00	69,000.00
7. JPA's Reserve Standard (Greater of Line B5 or Line B6)	69,000.00	69,000.00	69,000.00

10C. Calculating the JPA's Available Reserve Amount

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts	Current Year Projected Year Totals (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	0.00	69,000.00	69,000.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	0.00	0.00	0.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)		0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00	0.00	0.00
8. JPA's Available Reserve Amount (Lines C1 thru C7)	0.00	69,000.00	69,000.00
9. JPA's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	0.00%	15.40%	15.06%
JPA's Reserve Standard (Section 10B, Line 7):	69,000.00	69,000.00	69,000.00
Status:	Not Met	Met	Met

10D. Comparison of JPA Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Available reserves are below the standard in one or more of the current year or two subsequent fiscal years. Provide reasons for reserves falling below the standard and what plans and actions are anticipated to increase reserves to, or above, the standard.

Explanation:
(required if NOT met)

The NSCC SELPA is funded through AB602 RS# 6500, as such it is unable to be claimed in the SACS software as reserve for economic uncertainty (REU). The REU amount of \$69,000 is included in the fund balance for all years.

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

- 1a. Does your JPA have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since first interim projections that may impact the budget?

No

- 1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

- 1a. Does your JPA have ongoing general fund expenditures funded with one-time revenues that have changed since first interim projections by more than five percent?

No

- 1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

S3. Temporary Interfund Borrowings

- 1a. Does your JPA have projected temporary borrowings between funds?
(Refer to Education Code Section 42603)

No

- 1b. If Yes, identify the interfund borrowings:

S4. Contingent Revenues

- 1a. Does your JPA have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

- 1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify capital project cost overruns that have occurred since first interim projections that may impact the general fund budget.

JPA's Contributions and Transfers Standard:

-5.0% to +5.0%
or -\$20,000 to +\$20,000

S5A. Identification of the JPA's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. For Transfers In and Transfers Out, if Form MYP exists, the data will be extracted into the Second Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. Contributions, Unrestricted General Fund This item is not applicable for JPAs.					
1b. Transfers In, General Fund *					
Current Year (2019-20)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	0.00	Met
1c. Transfers Out, General Fund *					
Current Year (2019-20)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	0.00	Met

1d. Capital Project Cost Overruns

Have capital project cost overruns occurred since first interim projections that may impact the general fund operational budget?

No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the JPA's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1b-1c or if Yes for Item 1d.

1a. This item is not applicable for JPAs.

1b. MET - Projected transfers in have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

1c. MET - Projected transfers out have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

--

1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments¹ and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

¹ Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the JPA's Long-term Commitments

DATA ENTRY: If First Interim data exist (Form 01CSI, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no First Interim data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1.
 - a. Does your JPA have long-term (multiyear) commitments?
(If No, skip items 1b and 2 and sections S6B and S6C) No
 - b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since first interim projections? n/a
2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2019
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (do not include OPEB)

TOTAL:				0

Type of Commitment (continued)	Prior Year (2018-19) Annual Payment (P & I)	Current Year (2019-20) Annual Payment (P & I)	1st Subsequent Year (2020-21) Annual Payment (P & I)	2nd Subsequent Year (2021-22) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Total Annual Payments:	0	0	0	0
Has total annual payment increased over prior year (2018-19)?	No	No	No	No

S6B. Comparison of the JPA's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent years.

--

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

n/a

2. Yes - Funding sources will decrease or expire prior to the end of the commitment period, or one-time funding sources are being used for long-term commitment annual payments. Provide an explanation for how those funds will be replaced to continue annual debt service commitments.

--

S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since first interim projections, and indicate whether the changes are the result of a new actuarial valuation.

S7A. Identification of the JPA's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1. a. Does your JPA provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

No

- b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities?

n/a

- c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions?

n/a

2. OPEB Liabilities

- a. Total OPEB liability
b. OPEB plan(s) fiduciary net position (if applicable)
c. Total/Net OPEB liability (Line 2a minus Line 2b)

First Interim (Form 01CSI, Item S7A)	Second Interim
0.00	0.00

- d. Is total OPEB liability based on the JPA's estimate or an actuarial valuation?
e. If based on an actuarial valuation, indicate the date of the OPEB valuation

3. OPEB Contributions

- a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method

Current Year (2019-20)
1st Subsequent Year (2020-21)
2nd Subsequent Year (2021-22)

First Interim (Form 01CSI, Item S7A)	Second Interim

- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund)
(Funds 01-70, objects 3701-3752)

Current Year (2019-20)
1st Subsequent Year (2020-21)
2nd Subsequent Year (2021-22)

5,066.00	5,184.00
5,098.00	5,220.00
5,176.00	5,297.00

- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

Current Year (2019-20)
1st Subsequent Year (2020-21)
2nd Subsequent Year (2021-22)

- d. Number of retirees receiving OPEB benefits

Current Year (2019-20)
1st Subsequent Year (2020-21)
2nd Subsequent Year (2021-22)

4. Comments:

S7B. Identification of the JPA's Unfunded Liability for Self-insurance Programs

DATA ENTRY: Click the appropriate button(s) for Items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1. a. Does your JPA operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which will be covered in Section S7A) (If No, skip items 1b-4)

No

- b. If Yes to Item 1a, have there been changes since first interim in self-insurance liabilities?

n/a

- c. If Yes to Item 1a, have there been changes since first interim in self-insurance contributions?

n/a

2. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs
b. Unfunded liability for self-insurance programs

First Interim (Form 01CSI, Item S7B)	Second Interim

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs
Current Year (2019-20)
1st Subsequent Year (2020-21)
2nd Subsequent Year (2021-22)

First Interim (Form 01CSI, Item S7B)	Second Interim

- b. Amount contributed (funded) for self-insurance programs
Current Year (2019-20)
1st Subsequent Year (2020-21)
2nd Subsequent Year (2021-22)

4. Comments:

--

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The JPA must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the JPA governing board and superintendent.

S8A. Cost Analysis of JPA's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of first interim projections?

n/a

If Yes or n/a, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2018-19)	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of certificated (non-management) full-time-equivalent (FTE) positions	0.0	0.0	0.0	0.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

n/a

If Yes, complete questions 5 and 6.

Negotiations Settled Since First Interim Projections

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Current Year
(2019-20)

1st Subsequent Year
(2020-21)

2nd Subsequent Year
(2021-22)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

6. Amount included for any tentative salary schedule increases

Current Year
(2019-20)

1st Subsequent Year
(2020-21)

2nd Subsequent Year
(2021-22)

Certificated (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

--

Certificated (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

Certificated (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

Certificated (Non-management) - Other

List other significant contract changes that have occurred since first interim projections and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of JPA's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of first interim projections?

If Yes or n/a, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

n/a

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2018-19)	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of classified (non-management) FTE positions	0.8	0.8	0.8	0.8

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 5 and 6.

n/a

Negotiations Settled Since First Interim Projections

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Current Year
(2019-20)

1st Subsequent Year
(2020-21)

2nd Subsequent Year
(2021-22)

Is the cost of salary settlement included in the interim and multiyear
projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

6. Amount included for any tentative salary schedule increases

Current Year
(2019-20)

1st Subsequent Year
(2020-21)

2nd Subsequent Year
(2021-22)

Classified (Non-management) Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Yes	Yes	Yes
21,641	22,723	23,859
100.0%	100.0%	100.0%
3.5%	5.0%	5.0%

Classified (Non-management) Prior Year Settlements Negotiated Since First Interim

Are any new costs negotiated since first interim for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

--

Classified (Non-management) Step and Column Adjustments

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
No	No	No

Classified (Non-management) Attrition (layoffs and retirements)

- Are savings from attrition included in the interim and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

Classified (Non-management) - Other

List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

NSCC SELPA staff are employees of the AU, Santa Cruz COE. Negotiations have been settled for FY2019-20.

S8C. Cost Analysis of JPA's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of first interim projections?

n/a

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2018-19)	Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of management, supervisor, and confidential FTE positions	1.0	1.0	1.0	1.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, complete question 2.

If No, complete questions 3 and 4.

n/a

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

n/a

Negotiations Settled Since First Interim Projections

2. Salary settlement:

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement

Change in salary schedule from prior year
(may enter text, such as "Reopener")

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

4. Amount included for any tentative salary schedule increases

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

Management/Supervisor/Confidential Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Yes	Yes	Yes
15,342	16,109	16,915
100.0%	100.0%	100.0%
-27.0%	5.0%	5.0%

Management/Supervisor/Confidential Step and Column Adjustments

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
No	No	No

Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)

- Are costs of other benefits included in the interim and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Current Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)

S9. Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

S9A. Identification of Other Funds with Negative Ending Fund Balances

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

- Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

- If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9 except items A3 and A4, which are not applicable for JPAs; Item A1 is automatically completed based on data from Criterion 9.

A1. Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)

No

A2. Is the system of personnel position control independent from the payroll system?

No

A3. Is enrollment decreasing in both the prior and current fiscal years?

n/a

A4. Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior or current fiscal year?

n/a

A5. Has the JPA entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?

No

A6. Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?

No

A7. Is the JPA's financial system independent of the county office system?

No

A8. Does the JPA have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)

No

A9. Have there been personnel changes in the JPA director or financial official positions within the last 12 months?

No

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of Joint Powers Agency Second Interim Criteria and Standards Review

Current LEA: 44-40832-0000000 North Santa Cruz County SELPA		
Selected SELPA: SC		
(Enter a SELPA ID from the list below then save and close)		
POTENTIAL SELPAS FOR THIS LEA		DATE APPROVED
ID	SELPA-TITLE	(from Form SEA)
SC	North Santa Cruz County	

SACS2019ALL Financial Reporting Software - 2019.2.0
3/9/2020 1:44:58 PM

44-40832-0000000

Second Interim
2019-20 Actuals to Date
Technical Review Checks

North Santa Cruz County SELPA

Santa Cruz County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

SACS2019ALL Financial Reporting Software - 2019.2.0
3/9/2020 1:44:38 PM

44-40832-0000000

Second Interim
2019-20 Board Approved Operating Budget
Technical Review Checks

North Santa Cruz County SELPA

Santa Cruz County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

SACS2019ALL Financial Reporting Software - 2019.2.0
3/9/2020 1:44:16 PM

44-40832-0000000

Second Interim
2019-20 Original Budget
Technical Review Checks

North Santa Cruz County SELPA

Santa Cruz County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

SACS2019ALL Financial Reporting Software - 2019.2.0
3/9/2020 2:16:34 PM

44-40832-0000000

Second Interim
2019-20 Projected Totals
Technical Review Checks

North Santa Cruz County SELPA

Santa Cruz County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

CASHFLOW-PROVIDE - (W) - A Cashflow Worksheet (Form CASH) must be provided with your Interim reports. (Note: LEAs may use a cashflow worksheet other than Form CASH, as long as it provides a monthly cashflow projected through the end of the fiscal year.) EXCEPTION

Explanation: A separate cash flow report has been provided.

Checks Completed.

**North Santa Cruz County SELPA
Special Education Coordinating Agency**

Agenda Item No. 11

MEETING DATE: March 19, 2020

SUBJECT: **Approval of 2019-20 Warrants: January 2020 – February 1, 2020**

AGENDA ITEM SUBMITTED FOR:

SUBMITTED BY:

 X Consent Agenda

 Jessica Little

 Action Agenda

 Report/Presentations

 Discussion/Recommendations

 Public Hearing

 Other (specify)

Fiscal Impact: Yes No **X**

Action Requested. Yes

ReqPay19a

Payment History

Invoice #	Req #	Payment Status	Scheduled	Issued	Check #	Invoice Amount	Unpaid Tax	Check Amount
Employee 1 Jessica B. Little								
TRAVEL JAN 15-17		Paid	01/27/2020			660.50		
				01/29/2020	934553			660.50
Employee 2 Yvette L. Brooks								
SUPPLIES JAN 14		Paid	01/27/2020			36.67		
				01/29/2020	934552			36.67
Vendor 000003 STATE SELPA								
REPLACE 925971	SR20-00023	Paid	01/06/2020			35.00		
				01/08/2020	932159			35.00
Vendor 000018 PALACE								
563062-0	SR20-00002	Paid	01/24/2020			136.50		
				01/27/2020	933860			136.50
Vendor 000026 EIDE BAILLY LLP								
EI00902360	SR20-00025	Paid	01/21/2020			5,800.00		
				01/22/2020	933687			5,800.00
Vendor 000090 LUSTRE-CAL NAMEPLATE CORP								
106716	SR20-00019	Paid	01/21/2020			204.56		
				01/22/2020	933688			204.56
Vendor 000138 SAN JOAQUIN SELPA								
20-01767	SR20-00024	Paid	01/21/2020			18,678.00		
CRODECKER	SR20-00026	Paid	01/21/2020			150.00		
TTHOMAS-JOHNSON	SR20-00026	Paid	01/21/2020			150.00		
				01/22/2020	933689	18,978.00	.00	18,978.00

Selection Grouped by Org, ID - Sorted by Check #, Payment #, Filtered by (Org = 6, Type = , Starting Date = 1/1/2020, Ending Date = 2/1/2020)

ESCAPE ONLINE

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