

SPECIAL EDUCATION COORDINATING AGENCY

May 20, 2021  
10:00am-12:00pm

Held By Video Conference Only  
UNAPPROVED MINUTES

NOTICE:

In order to meet the most recent guidelines from the Santa Cruz County Health Services Agency in regard to COVID-19, this meeting will be limited to virtual participation only and made available online via a live video-conference at the following web address:

Join Zoom Meeting

<https://santacruzcoe-org.zoom.us/j/88416436761>

Meeting ID: 884 1643 6761

One tap mobile

+16699006833,,88416436761# US (San Jose)

+13462487799,,88416436761# US (Houston)

PUBLIC COMMENT:

Any person wishing to make a public comment will have the opportunity to do so via videoconference during the virtual meeting for up to three minutes each for any item not listed on the agenda, or for up to two minutes for any item listed on the agenda. To submit a comment about to be read aloud on your behalf either listed or not listed on the meeting agenda, please send a comment no longer than 300 words to [ybrooks@santacruzcoe.org](mailto:ybrooks@santacruzcoe.org) no later than 2pm on May17, 2021. Each individual may only make one comment per topic.

AGENDA

**1.0 Call to Order**

Meeting called to order at 10:01am.

**2.0 Roll Call**

Bonny Doon X

DELTA Charter A

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 Stacy O'Farrel

Santa Cruz County Office of Education X

Scotts Valley Unified School District X

### **3.0 Approval of Agenda**

M/S/C (McKinny/Krause)

11-0

1-Absent

### **4.0 Public Comment for Closed Session Item Only**

Recessed at 10:05am.

### **5.0 Closed Session**

a. Personnel, SELPA Director Evaluation

Ed Code Section 54957

### **6.0 Report out on action taken in Closed Session**

No action taken in closed session.

### **7.0 Public Comment for Open Session**

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### **8.0 Approval of March 25, 2021 Minutes**

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M/S/C (Gross/Heffner)

11-0

1-Absent

### **9.0 Reports**

#### **a. Recognition of Retirees**

*Presenter: Laurie Bruton*

Congratulations to Laurie Bruton, Lori Chamberland and Michelle McKinny

#### **b. CAC Chair**

*Presenter: Devon Caroselli*

Wrapping up a successful year of events and meetings. The CAC Award Ceremony will be held on May 21, 2021 at 6:30pm recognizing approximately 35 award recipients.

#### **c. Sr. SELPA Director**

pg.10

*Presenter: Jessica Little*

Ms. Little reviewed her report that was included in the packet. Information shared included updates on grants, compliance, professional development, CAC, Finance, State Special Ed News, MOE Workgroup and Federal News.

**d. SEC Directors**

*Presenter: Eric Olsen*

Mr. Olsen attended Legislative Day with CAC Chair Devon Caroselli. Ms. Olsen reviewed the ADR grant.

**e. Operations Council**

**pg.17**

*Presenter: Jessica Little*

2021-2022 Operations Council calendar was set. Eric Gross will be the smalls representative now that Ms. McKinney is retiring.

**10.0 Items scheduled for Presentation and Discussion**

**a. 2020-2021 2<sup>nd</sup> Interim NSCC SELPA Maintenance of Effort** **pg.19**

*Presenter: Rebecca Olker*

*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.*

Report shows that every district has passed at least one level.

**b. COE Report out on final numbers and classrooms** **HANDOUT**

Ms. Wood presented a slideshow presentation.

Autism Program Projections include: 47 projected, 60 capacity, 6 classes preschool -12th, 6 teachers, 34 instructional aides, 0 SCIAS.

SH Program Projections include: 26 enrolled, 0 pending 17 staff/26 students, 3 teachers, 9 SCIAS

Post Senior Projections: 26 enrolled, 0 pending, 17 staff, 26 students, 3 teachers, 9 SCIAS

The SECA Board has requested that the SEC review the autism model and functional capacity.

**c. SAIL Report out on final numbers and classrooms** **HANDOUT**

	Location	Number of Classrooms	Current Enrollment 20-21	Projected Enrollment 21-22	Maximum Capacity
Mini-SAIL	BayView Elementary	2	11	8 (1)	16
JR-SAIL	Branciforte Middle School	2	12	11 (3)	16
SAIL	Harbor High	3	24	25 (1)	30

**11.0 Items scheduled for Public Hearing**

**pg.21**

**a. Annual Budget Plan**

The Annual Budget Plan of a local plan must identify projected revenues and expenditures as allowed by IDEA for the provision of specially designed instruction and related services to students with disabilities. The responsible local agency, or administrative unit is the legal entity that receives the funds and is responsible for seeing that every eligible child receives appropriate services as determined by Individualized Education Plan teams. Projected revenue and expenditures must be identified at the SELPA level and for each participating LEA using CDE-approved templates.

**Opened at 11:09am**

**b. Annual Service Plan**

The Annual Service Plan, must identify a full continuum of service options provided within the SELPA at the time of submission, assuring access to appropriate instruction and services for all students with disabilities from birth to 22 years of age, including children with low-incidence disabilities.

**Opened at 11:10am**

**No comments or questions for public hearing items. Public hearing closed at 11:11am**

## **12.0 Action Items**

**a. Approval of Annual Budget Plan**

*Presenter: Jessica Little*

The Annual Budget Plan of a local plan must identify projected revenues and expenditures as allowed by IDEA for the provision of specially designed instruction and related services to students with disabilities. The responsible local agency, or administrative unit is the legal entity that receives the funds and is responsible for seeing that every eligible child receives appropriate services as determined by Individualized Education Plan teams. Projected revenue and expenditures must be identified at the SELPA level and for each participating LEA using CDE-approved templates. In addition, approving this item will confirm approval and signature for Certification 5.

**pg.23**

M/S/C (Sabbah/Turnbull)

11-0

1-Absent

**b. Approval of Annual Service Plan**

*Presenter: Jessica Little*

The Annual Service Plan, must identify a full continuum of service options provided within the SELPA at the time of submission, assuring access to appropriate instruction and services for all students with disabilities from birth to 22 years of age, including children with low-incidence disabilities. In addition, approving this item will confirm approval and signature for Certification 5.

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M/S/C (Morgenstern/Heffner)

11-0

1-Absent

**c. Approval of 2021-2022 Budget of the North Santa Cruz County SELPA.**

*Presenter: Rebecca Olker*

**pg.115**

Required in Education Code (EC) Section 42103, this public hearing allows for public comment prior to Board approval of the 2021-2022 budget. The business department is requesting Board Approval of the 2020-2021 Estimated Actuals and the 2021-2022 Proposed SELPA Operating Budget

M/S/C (Gross/Sabbah)

1-Absent

There may be some changes to this. Using other numbers for assumptions. The NSCC SELPA will be able to maintain the required 71K reserve. 2nd interim was completed in March. Note: two out years, salaries/contracts have not been negotiated.

## 13.0 Consent Agenda

M/S/C (Gross/McKinny)

11-0

1-Absent

- a. **Approval of 2020-21 Warrants: March 1, 2021 - May 1, 2021** pg.175
- b. **Approval of 2021-2022 Memorandum of Understanding between Encompass Community Services Head Start and NSCC SELPA** pg. 178
- c. **Approval of SCCOE and NSCC SELPA Administrative Unit Agreement 2021-2022** pg. 192
- d. **Resolution Authorizing 20/21 Year-End Transfers** pg.197

## 14.0 Future Agenda Item(s)

Discuss SELPA sustainability plan for years out.

Review COE/SCCOE program numbers in the Fall, make adjustments as needed

## 15.0 Adjournment

Next SECA meeting September 23, 2021

Meeting adjourned at 11:30am.

### 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.