SONOMA COUNTY SELPA
FINANCE COMMITTEE

AGENDA
September 6, 2011
1:00 – 3:00 p.m.
SCOE Board Room

DISPOSITION

1. OPENING
   1a. Call to Order

2. APPROVAL OF MINUTES
   2a. Minutes of May 3, 2011 Action

3. ADJUSTMENT OF AGENDA

4. DISCUSSION/INFORMATION ITEMS
   4a. Update on proposed Charter SELPA Catherine Conrado

   The Sonoma County Charter SELPA Local Plan was submitted in June, 2011. The Special Education Consultant approved it in August for State Board review. The Plan will be on the State Board agenda on November 7-8, 2011.

   SELPA staff met with Keller McDonald and Bob Raines to plan summary information for the Council to address the questions raised in May, 2011. The document is attached for your preview.

In compliance with Government Code § 54954.2(a), the Sonoma County SELPA will, upon request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Lynda Scigliano, Administrative Assistant to the SELPA Director, Sonoma County SELPA, 5340 Skylane Boulevard, Santa Rosa, CA 95403, phone (707) 524-2752. Agenda and content materials are available for inspection at the SELPA Office located at the above referenced address.
4b. Autism Authorization Update  
Catherine Conrado  
Information

4c. Finance Committee Membership  
Catherine Conrado  
Information

5. ACTION ITEMS  
5a Mental Health Services Funding for 2010-11 and 2011-12  
Catherine Conrado  
Action

6. ANNOUNCEMENTS

7. PUBLIC INPUT

8. ADJOURNMENT
SONOMA COUNTY SELPA
FINANCE COMMITTEE

Date: September 6, 2011

Agenda Item # 2a

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Summary of Key Issue(s):
Approval of Minutes of May 3, 2011

Summary of Previous Finance Committee Discussion & Action:
None

Fiscal Analysis (as appropriate):
None

Recommendations:

- Steering Committee
- Superintendents’ Council
- ☒ Other

Approve Minutes of May 3, 2011

Attachment(s) to this Agenda Item:

1. Minutes of May 3, 2011
1. CALL TO ORDER
The meeting was called to order at 1:01 p.m.

2. APPROVAL OF MINUTES
The minutes of the April 5, 2011 meeting were approved as written.

3. ADJUSTMENT OF AGENDA
No adjustments were made to the agenda.

4. DISCUSSION/INFORMATION ITEMS
4a. Update on Charter Schools
   • Sebastopol Independent Charter School made the decision to maintain its membership in the Sonoma County SELPA for 2011-12 and to join the West County Consortium based on the revised fiscal allocation plan and governance changes recently adopted by the Superintendents’ Council.
   • Catherine Conrado reported on the recent meeting of stakeholders to draft the new Local Plan for the Sonoma County Charter SELPA. Several charter schools in Santa Clara County participated by phone and/or sent letters of interest for the new SELPA. SELPA staff is planning a May visit to those schools to obtain better information about the schools and the issues of concern for them.
   • Catherine Conrado reminded members of the need to have every Board adopt the amendments to the Local Plan and submit their documentation to the SELPA office by June 30, 2011.

5. ACTION ITEMS
5a. Independent Advocate Program
   This item was reviewed but no motion was taken since the Council approved the contract for the next three (3) years at the Council meeting the day before.

5b. AB3632 Funds for 2010-11
   No action was taken on this item. Catherine Conrado reported that the supplemental funding approved by the Legislature and Governor in March will be dispersed to SELPAs for mental health services for 2010-11. She hoped that the funds would be received in time for the Finance Committee to develop a recommended allocation plan for the Council’s consideration. Since the funds were not yet received, the amount of the funding is unknown, and County Mental Health’s student service records are not accurate, no action was taken. However, the Finance Committee took unanimous action
to allocate the funds to LEAs who have students receiving AB3632 services on a proportional share based on the total cost by LEA. This allocation is dependent upon County Mental Health providing an accurate listing of students by district of residence. Any funds in excess of this allocation to County Mental Health will be dependent upon further information or invoicing by County Mental health and additional discussion by the Finance Committee and Superintendents’ Council.

5c. Assistive Technology Center (ATC) Budget
The Finance Committee approved the ATC budget as presented on the condition that the Director make a request to the County Superintendent of Schools to reconsider the sudden increase in the indirect rate charge for 2011-12. The Committee expressed distress at the increase from 1.0 to 7.47 percent in a single year at a time when districts are attempting to contain their costs.

5c. Adoption of the 2011-12 Meeting Schedule
The Finance Committee approved the proposed schedule with the addition of a March 6, 2012 meeting. The Committee members agreed that it was easier to calendar the meeting dates and have them canceled if there is no pressing business rather than need to add a meeting date, if necessary.

6. ANNOUNCEMENTS
There were no announcements.

7. PUBLIC INPUT
There was no public input.

8. ADJOURNMENT
The meeting was adjourned at 2:14 p.m.
Summary of Key Issue(s):

One of the areas of focus for the Sonoma County SELPA for 2010-11 was the issue of how to fund services through the SELPA with declining enrollment. One option was to establish a charter-only SELPA for charter schools outside the boundaries of Sonoma County. The first step was to draft a Local Plan for State Board review. Annabel Bentley served as the Finance Committee representative to draft the Local Plan with Emi Johnson as the facilitator.

At the May 2011 Council meeting, there were a number of questions and discussions regarding financial and staff impact that required clarification. Those documents are attached for review by the Finance Committee.

Summary of Previous Finance Committee Discussion & Action:

In February 2011, the Finance Committee made three (3) recommendations to the Superintendents' Council which were approved at the Council's February meeting:
1. Adopt a fiscal allocation plan specifically for LEA charter schools in the Sonoma County SELPA;
2. Recommend edits to the Local Plan to establish an LEA charter school representative on the Finance Committee as well as Steering and the Council; and
3. Support the draft of a Local Plan to be submitted to the State Board of Education for a charter-only Sonoma SELPA for out-of-geographic-area (OOGA) charter schools.

Fiscal Analysis (as appropriate):

See attachment.

Recommendations:
- Steering Committee
- Superintendents’ Council
- Other
None

**Attachment(s) to this Agenda Item:**

1. Time Lines and Analysis of a Charter-only SELPA
SONOMA COUNTY SELPA
FINANCE COMMITTEE

Date: September 6, 2011

Subject: Mental Health Services Funding for 2010-11 and 2011-12

Summary of Key Issue(s):

At the May 3, 2011 meeting, the Finance Committee made a recommendation to the Superintendents' Council for the allocation methodology for the one-time AB70 funds that had not yet been allocated to SELPAs. Half of the allocation has been received in the SELPA to date.

Subsequently, the Budget Bill shifted the responsibility for mental health services on IEPs fully to education for the 2011-12 school year. The allocation of funds to the SELPAs has now been determined for 2011-12. The Finance Committee needs to define and recommend an allocation plan for the SELPA. Funding for these services may or may not be adequate for 2011-12 and for 2012-13 and beyond.

The SELPA met several times over the summer with County Mental Health(CMH) staff to develop an MOU, financing and procedures for transitioning students with uninterrupted services. CMH staff also attended the recent Steering Committee to assist in the development of seamless processes for students and parents. CMH is scheduled to attend Finance to participate in these discussions as well.

The Steering Committee reviewed the fiscal and program issues at its meeting on August 19, 2011. CMH participated in the discussion and problem-solving. Selected presentation slides from that overview are attached for review.

The SELPA Director will present options from a sub-committee of Finance business officials to the Finance Committee for discussion and decisions and final recommendations to the Council. Michael Lucid, the finance person for CMH is invited to attend this Finance Committee meeting.

Summary of Previous Finance Committee Discussion & Action:

The status of this topic as of May 2011:
Districts and County mental health directors continue to struggle with funding for mental health services to students with IEPs who require such services. The Sonoma County Mental Health Department continues to provide services as usual to eligible students. The County Human Services Department demanded payment of an estimated $2.4 million for
unreimbursed residential costs for 2010-11. The County revised its residential cost estimate to $2.6 million. The California Department of Education will release the additional funds for mental health services for 2010-11 on approximately May 1, 2011; the allocation to Sonoma SELPA is $536,905. At its May meeting, the Finance Committee recommended a methodology for a shortfall for the 2010-11 school year.

Fiscal Analysis (as appropriate):

Based on estimates, funding for 2011-12 appears to be adequate.

Recommendations:

☐ Steering Committee
☐ Superintendents’ Council
☐ Other

None

Attachment(s) to this Agenda Item:

1. Mental Health Services PowerPoint Slides
2. July 2011 Summary of General Information from the State-level MOE Workgroup
3. Estimated Mental Health Revenue and Expenses
4. Draft Methodology for Allocating Funding for Mental Health Services for 2011-12
5. Mental Health Services Total Cost by Payer by School District
Summary of Key Issue(s):

In accordance with guidelines from the California Commission on Teacher Credentialing, special education teachers who are not authorized to instruct students with autism, based on their credential skill set, must obtain authorization from an accredited program by October 2013. While other disabling conditions will also require additional authorizations, depending on the credential of the teacher, the attention to the autism authorization is acute due to the high rate of identification and intensive service needs of those students.

One of the key issues is how to assist teachers in obtaining this authorization by the deadline with the least burdensome pathway at the lowest cost. The Council will receive an update on the latest recommendations from the Steering Committee.

Summary of Previous Finance Committee Discussion & Action:

During the 2009-10 school year, the Sonoma County Office of Education pursued an option to be a provider of the autism authorization. That bid was unsuccessful. However, in the budgets approved by the Superintendents' Council on May 2, 2011, the Staff Development funds previously allocated to districts and SELPA funds previously allocated to training in the area of autism were set aside for teacher reimbursement of costs. The Steering Committee recommended this allocation of funds, but were scheduled to determine the specific methodology at the next Steering meeting in August 2011.

Fiscal Analysis (as appropriate):

Refer to attachment.

Recommendations:

☐ Steering Committee
☐ Superintendents’ Council
☐ Other
On August 19, 2011, the Steering Committee approved a plan to support teachers who will be required to obtain this authorization. Written guidance and a final arrangement with Project Optimal is still to be completed. In summary, SCOE Human Resources compiled a listing of teachers by district who need the authorization. Teachers will send a Letter of Intent to the SELPA; the SELPA will use Staff Development funds for 2011-12 plus "front" the funds for 2012-13 and provide scholarships to those teachers who complete their authorization with CCTC by October 2013. The amount per teacher will be based on the number of teachers who complete their program. SELPA will send funds to the teachers upon receipt of documentation of payment and a notice of completion from CCTC. Teachers may use any vendor but it is hoped that SELPA could obtain a rate of $700 per teacher (if at least 100 teachers enroll) with a scholarship amount of $200.

Attachment(s) to this Agenda Item:

1. Autism Authorization Certification Revenue Distribution
SONOMA COUNTY SELPA
FINANCE COMMITTEE

Date: September 6, 2011

Agenda Item # 4c

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Summary of Key Issue(s):

The Finance Committee has the following vacancies which need to be filled:
• Two (2) Business Managers to replace Steve Bolman and Wade Roach;
• One (1) Special Education Director to replace John Laughlin;
• One (1) Superintendent to replace Casey D'Angelo; and
• One (1) Charter School LEA Administrator (new position, effective 2011-12).

In accordance with the Local Plan, membership on the Finance Committee is approved by the Superintendents' Council with representatives selected as follows:
• District Business Managers from D BUG are responsible for selecting Business Managers;
• Steering Committee is responsible for selecting Special Education Directors;
• The Superintendents' Council is responsible for selecting Superintendents; and
• The Charter LEAs are responsible for selecting a Charter School LEA Administrator.

Summary of Previous Finance Committee Discussion & Action:

The Superintendents' Council approves Finance Committee replacement members selected by D Bug, the Steering Committee, and Charter LEAs as well as appointing a member Superintendent.

Fiscal Analysis (as appropriate):

Recommendations:

☐ Steering Committee
☐ Superintendents’ Council
☐ Other

• Steering Committee appointed Diane Ashton;
• D Bug appointed Joe Pandolfo and Anne Baron;
• Charter LEAs appointed Robert Tavonatti; and
• Superintendents' Council will need to appoint a Superintendent

Attachment(s) to this Agenda Item:

1. Finance Committee Membership