

GOVERNANCE COUNCIL OF SUPERINTENDENTS (GCS) MEETING MINUTES

1290 Ridder Park Drive, San Jose, CA 95131

March 25, 2025

MEMBERS PRESENT:

✓ Cambrian	Maggie Spehar for Kristi Schwiebert	✓ Moreland	Clover Codd
✓ Campbell Elem	Shelly Viramontez	✓ MVLA	Eric Volta
✓ Campbell High	Robert Bravo	<input type="checkbox"/> MVWSD	Jeff Baier
✓ Cupertino	Stacy Yao	✓ Palo Alto	Yolanda Conaway for Don Austin
✓ Fremont Union	Graham Clark	✓ San Jose Unified	Seth Reddy for Nancy Albarran
<input type="checkbox"/> Lakeside	Sean Joyce	<input type="checkbox"/> SCCOE	Charles Hinman
<input type="checkbox"/> Loma Prieta	Kevin Grier	✓ Santa Clara Unified	Andrea Cole for Gary Waddell
✓ Los Altos	Sandra McGonagle	✓ Saratoga	Kenneth Geisick
<input type="checkbox"/> Los Gatos	Paul Johnson	✓ Sunnyvale	Michael Gallagher
<input type="checkbox"/> Los Gatos-Saratoga	Heath Rocha	✓ Union	Carrie Andrews
<input type="checkbox"/> Luther Burbank	Ladislao Lopez	✓ SELPA	Leo Mapagu

OTHERS PRESENT: Tina Chang (parent-Cambrian), Megan Vincent (parent-SJUSD), Geeta Gollakota (parent-SESD), Heather Wellendorf (Campbell Elem), Teri Lee (PAUSD), Karen Santiago (SELPA), Marjorie Paeste (SELPA)

TIME CONVENED: 9:39 a.m.

TIME ADJOURNED: 10:48 a.m.

RECORDER: Marjorie Paeste

I. PUBLIC SESSION

A. Roll Call and Welcome of Guests

The meeting was called to order at 9:39 a.m. by NW SELPA Governance Council Chair, Dr. Michael Gallagher. Attendance was taken via roll call.

B. Hearing of persons wishing to address the Council

Ms. Tina Chang addressed the Council regarding low incidence, the Deaf-Hard of Hearing program in Santa Clara County, and having a district-level special education committee.

Ms. Geeta Gollakota also addressed the Council regarding having a special education committee at the district level for local advocacy.

II. CONSENT ITEMS

A. Setting the Agenda

Dr. Shelly Viramontez moved to approve the agenda as presented. Supt. Graham Clark seconded and the motion carried, 14-0.

B. Approval of Minutes

Dr. Shelly Viramontez moved to approve the minutes from the January 28, 2025 meeting. Supt. Graham Clark seconded and the motion carried, 14-0.

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III. ACTION ITEM

A. **Approval of new allocation of Low Incidence (LI) funds received by NW SELPA and elimination of “Chapter 12: LI Purchasing” in the NW SELPA Procedural Handbook.**

Funding for low incidence has been provided to special education as part of AB-602. Funds are not limited to use for low incidence expenditures but are still restricted to use for special education/ students with IEPs. Currently, 80% of LI funds are allocated to districts, while 20% are housed at the SELPA for procurement of specialized equipment. As recommended by the SELPA’s Budget Allocation Plan Committee of program and fiscal representatives, the new allocation will provide 100% of the LI funds to districts, with \$1,000 allocation per LI student attending the SCCOE SPED Block program. Consequently, the chapter on LI Purchasing in the SELPA Procedural Handbook will need to be eliminated with this change.

Dr. Carrie Andrews moved to approve the new allocation of LI funds and eliminate Chapter 12:LI Purchasing in the NW SELPA Procedural Handbook. Dr. Shelly Viramontez seconded, and the motion carried 14-0.

B. **Approval of components of the SELPA Budget Allocation Plan (BAP) with no changes.**

- State Special Education Apportionments (Assembly Bill AB 602)
- County Excess Property Taxes for Special Education
- Federal IDEA Local Assistance Entitlement (Resource Code 3310)
- Preschool Grant (Resource Code 3315)
- Preschool Staff Development (Resource 3345)
- Special Education Alternative Dispute Resolution Grant (Resource 3395)
- Regionalized Services and Program Specialist Revenue
- Out-of-Home-Care Funding
- Interest on SELPA Pass-through Revenues
- NW SELPA Costs Sharing
 - Students in Licensed Children’s Institution (LCI) and Skilled Nursing Facilities (SNF)
 - California Children’s Services (CCS)/ Medical Therapy Unit (MTU)
 - Community Advisory Committee (CAC) Budget
 - Invoice to Districts for SELPA Professional Staff Development (\$600 per LEA)
 - SELPA II Districts Regional Cost Share
- SELPA Calculation and Reallocation of District Revenues for SCCOE SPED Program Costs

Meetings have been held with special education program and fiscal representatives who have reviewed the aforementioned items of the NW SELPA Budget Allocation Plan. Dr. Shelly Viramontez moved to approve these components of the BAP with no changes. Chief Business Officer Seth Reddy seconded, and the motion carried 14-0.

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IV. INFORMATION ITEMS

A. SELPA Executive Director's Update

Director Leo Mapagu provided updates on the following:

1. **SELPA Base Grant Funding Estimates as of 2024-25 P-1 Apportionment** – this report has been sent out to member LEA fiscal and special education administrators, as required by Ed Code. The SELPA base grant funding reflects the amount generated by each LEA using the special ed base rate and greater of current year, prior year, or second prior year member LEAs Total K-12 ADA.
2. **NW SELPA Budget Allocation Plan (BAP)**
 - a. **SCCOE Special Education Facilities Rate** – current rate has been held in status quo since 2018-19. LEAs have requested the possibility of adding COLA annually until a new formula is put in place. This is a countywide discussion, and there is potential for an independent study to be conducted to develop a new formula.
 - b. **Interdistrict Transfers (IDT)** – clarification has been received from legal counsel that when a district accepts a student on an interdistrict transfer (not through IEP placement), the receiving district becomes the new district of residence and is programmatically and fiscally responsible for that student. NW SELPA currently has an IDT procedure that allows the receiving district to invoice the former/original district of residence. This IDT billing is a local practice within NW SELPA and has been in place for at least 25 years now. Several discussions have taken place amongst fiscal and program representatives through the SELPA BAP meetings, and consensus has not been reached as to whether the local IDT billing be eliminated or retained. A recommendation is requested from the Council, and with several factors to consider, the issue will be discussed further at the May meeting.
3. **CDE IEP Implementation Activity** – this is to fulfill CDE's monitoring and enforcement responsibilities under the federal IDEA and help the state identify LEAs that are not providing the services specified in Individualized Education Programs (IEPs). The evaluation period is from March 3- April 30, 2025, collection window is May 1-June 27, 2025, and the submission deadline is June 27, 2025.
4. **Personnel Data Report** – this is a report of special ed staff serving students with disabilities; CALPADS census date is the first Wednesday of October (10/2/24). CDE notification letters were received in February, and LEA submissions are due to SELPA on April 4, 2025.
5. **NW SELPA Administrative Unit (AU) Agreement** – the AU agreement being reviewed by SELPA legal counsel to clarify services, roles, and the scope of the administrative unit, as well as the separation of the SELPA and SCCOE. The revised agreement will be routed for signature by the GCS chairperson and the AU superintendent.
6. **NW SELPA Community Advisory Committee (CAC) Updates** – meetings are underway for the CAC Parent Education, Communications/Handbook, and Budget subcommittees. A 2-part training course on IEP Overview has been scheduled, and CAC attendees to the Legislative Information Sharing Day have been identified. The CAC's annual priorities list will be shared with Council for consideration.
7. **Annual Service Plan (ASP) and Annual Budget Plan (ABP)** – For the ASP, there will be a removal of Individual and Small Group instruction, revision of agency links, and SLP caseload. For the ABP, there are no form changes and SELPA will coordinate with LEA fiscal administrators to obtain information needed to complete it. Both ASP and ABP will be submitted to Council for approval in May.

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8. **SELPA Staffing** – the SCCOE is currently undergoing some organizational restructuring, and as such, seniority and bumping rights are being exercised by displaced employees. The current SELPA Education Program Analyst will be impacted by this activity, and member LEAs are given notice of potential disruption and delays in data reporting come July 2025.

9. **SELPA Activities:**

- Fiscal – quarterly federal IDEA expenditure reports have been submitted to CDE. 2024-25 Special Ed Revenue Projections to districts (P-1), 2024-25 SCCOE Special Ed Costs Projections to districts as of February, 2025-26 Special Ed Revenue Projections to districts, calculation of SELPA Base Grant Funding, and Budget Allocation Plan (BAP) meetings are all ongoing.
- Data – CALPADS & SIRAS SELPA merger, Fall 1 data submissions and SELPA approvals, Fall 2024 DRDP data submissions and SELPA certification, updated SIRAS IEP service and FAPE forms, California Children’s Services (CCS) data review have all been completed. Personal Data Report CDE data submissions and certification, Siras Private School Service Plan forms re-design, IEP implementation data collection and certification, Spring 2025 DRDP certification, Timeline Compliance Data submission and review for Prong II for 2024-2025 are all ongoing.
- Professional Development – parent sessions (Understanding Neurodiversity, IEP Overview Training Parts 1 and 2), CALPADS Special Education Data Spring Roadshow, and PENT Cadre Behavior presentations have been added to scheduled SELPA trainings.

V. ADJOURNMENT

Dr. Michael Gallagher moved to adjourn the meeting at 10:48 a.m. Dr. Shelly Viramontez seconded, and the motion carried 14-0.