



GOVERNANCE COUNCIL OF SUPERINTENDENTS MEETING MINUTES

September 24, 2024

MEMBERS PRESENT:

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| <table border="0" style="width: 100%;"> <tr><td><input type="checkbox"/> Cambrian</td><td>Kristi Schwiebert</td></tr> <tr><td><input checked="" type="checkbox"/> Campbell Elem</td><td>Shelly Viramontez</td></tr> <tr><td><input checked="" type="checkbox"/> Campbell High</td><td>Robert Bravo</td></tr> <tr><td><input checked="" type="checkbox"/> Cupertino</td><td>Stacy Yao</td></tr> <tr><td><input checked="" type="checkbox"/> Fremont Union</td><td>Graham Clark</td></tr> <tr><td><input type="checkbox"/> Lakeside</td><td>Sean Joyce</td></tr> <tr><td><input type="checkbox"/> Loma Prieta</td><td>Kevin Grier</td></tr> <tr><td><input checked="" type="checkbox"/> Los Altos</td><td>Sandra McGonagle</td></tr> <tr><td><input type="checkbox"/> Los Gatos</td><td>Paul Johnson</td></tr> <tr><td><input checked="" type="checkbox"/> Los Gatos-Saratoga</td><td>Heath Rocha for Bill Sanderson</td></tr> <tr><td><input type="checkbox"/> Luther Burbank</td><td>Ladislao Lopez</td></tr> </table> | <input type="checkbox"/> Cambrian | Kristi Schwiebert | <input checked="" type="checkbox"/> Campbell Elem | Shelly Viramontez | <input checked="" type="checkbox"/> Campbell High | Robert Bravo | <input checked="" type="checkbox"/> Cupertino | Stacy Yao | <input checked="" type="checkbox"/> Fremont Union | Graham Clark | <input type="checkbox"/> Lakeside | Sean Joyce | <input type="checkbox"/> Loma Prieta | Kevin Grier | <input checked="" type="checkbox"/> Los Altos | Sandra McGonagle | <input type="checkbox"/> Los Gatos | Paul Johnson | <input checked="" type="checkbox"/> Los Gatos-Saratoga | Heath Rocha for Bill Sanderson | <input type="checkbox"/> Luther Burbank | Ladislao Lopez | <table border="0" style="width: 100%;"> <tr><td><input checked="" type="checkbox"/> Moreland</td><td>Clover Codd</td></tr> <tr><td><input checked="" type="checkbox"/> MVLA</td><td>Eric Volta</td></tr> <tr><td><input type="checkbox"/> MVWSD</td><td>Ayinde Rudolph</td></tr> <tr><td><input checked="" type="checkbox"/> Palo Alto</td><td>Yolanda Conaway for Don Austin</td></tr> <tr><td><input checked="" type="checkbox"/> San Jose Unified</td><td>Seth Reddy for Nancy Albarran</td></tr> <tr><td><input checked="" type="checkbox"/> SCCOE</td><td>Mary Ann Dewan</td></tr> <tr><td><input checked="" type="checkbox"/> Santa Clara Unified</td><td>Kathy Alaniz for Gary Waddell</td></tr> <tr><td><input checked="" type="checkbox"/> Saratoga</td><td>Kenneth Geisick</td></tr> <tr><td><input checked="" type="checkbox"/> Sunnyvale</td><td>Michael Gallagher</td></tr> <tr><td><input checked="" type="checkbox"/> Union</td><td>Carrie Andrews</td></tr> <tr><td><input checked="" type="checkbox"/> SELPA</td><td>Leo Mapagu</td></tr> </table> | <input checked="" type="checkbox"/> Moreland | Clover Codd | <input checked="" type="checkbox"/> MVLA | Eric Volta | <input type="checkbox"/> MVWSD | Ayinde Rudolph | <input checked="" type="checkbox"/> Palo Alto | Yolanda Conaway for Don Austin | <input checked="" type="checkbox"/> San Jose Unified | Seth Reddy for Nancy Albarran | <input checked="" type="checkbox"/> SCCOE | Mary Ann Dewan | <input checked="" type="checkbox"/> Santa Clara Unified | Kathy Alaniz for Gary Waddell | <input checked="" type="checkbox"/> Saratoga | Kenneth Geisick | <input checked="" type="checkbox"/> Sunnyvale | Michael Gallagher | <input checked="" type="checkbox"/> Union | Carrie Andrews | <input checked="" type="checkbox"/> SELPA | Leo Mapagu |
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OTHERS PRESENT: Maggie Hong (Moreland SD), Heather Wellendorf (Campbell Elem), Karen Santiago (SELPA), Marjorie Paeste (SELPA)

TIME CONVENED: 9:30 a.m. **TIME ADJOURNED:** 10:31 a.m. **RECORDER:** Marjorie Paeste

I. PUBLIC SESSION

A. Roll Call and Welcome of Guests

The meeting was called to order at 9:31 a.m. Roll was taken via the attendance/sign-in sheet.

B. Hearing of persons wishing to address the Council

No one addressed the Council.

II. CONSENT ITEMS

A. Setting the Agenda

Dr. Michael Gallagher recommended the following amendments to the agenda:

- Item III.D: Approval of SELPA Executive Director Goals - to be moved under Closed Session as this is a personnel matter.
- Add an action item – Nomination and election of the SELPA Administrative Unit Vice-Chairperson for 2024-25.

Dr. Kenneth Geisick moved to approve the amended agenda. Supt. Stacy Yao seconded and the motion carried, 14-0.

B. Approval of Minutes

There are no minutes from prior meetings to be approved as this was the first-ever NW SELPA Governance Council meeting held.

III. ACTION ITEM

A. Nomination and Election of Governance Council of Superintendents Chairperson for 2024-2025

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Dr. Mary Ann Dewan nominated and moved to approve Dr. Michael Gallagher as the Chairperson of the NW SELPA Governance Council of Superintendents for school year 2024-2025. Supt. Stacy Yao seconded and the motion carried, 15-0.

B. Nomination and Election of Governance Council of Superintendents Vice-Chairperson for 2024-2025

Dr. Michael Gallagher nominated and moved to approve Dr. Shelly Viramontez as the Vice-Chairperson of the NW SELPA Governance Council of Superintendents for school year 2024-2025. Supt. Eric Volta seconded and the motion carried, 15-0.

C. Nomination and Election of the SELPA Administrative Unit Vice-Chairperson for 2024-2025

Dr. Kenneth Geisick nominated and moved to approve Dr. Michael Gallagher as the Vice-Chairperson of the SELPA Administrative Unit for school year 2024-2025. Dr. Shelly Viramontez seconded and the motion carried, 15-0.

D. SELPA-SCCOE Administrative Unit (AU)/Responsible Local Agency (RLA) Memorandum of Understanding

Dr. Shelly Viramontez moved to approve the Memorandum of Understanding that designates the Santa Clara County Office of Education as NW SELPA's AU and RLA. Supt. Sandra McGonagle seconded and the motion carried, 15-0.

IV. INFORMATION ITEMS

A. SELPA Executive Director's Update

Director Leo Mapagu provided updates on the following:

- 1. NW SELPA Governance Structure** – a quick recap of the consolidation of SELPAs I, II, III, IV, VII was provided along with the new governance structure of NW SELPA, which includes the Governance Council of Superintendents, the Administrative Unit Council, Coordinating Committee, Finance Committee, and the Community Advisory Committee (CAC).
- 2. NW SELPA CAC** - per the NW SELPA Local Plan, each district (except for Loma Prieta, Luther Burbank, and Lakeside) will have 2 board-appointed CAC representatives = 37 board-appointed reps. District administrators are currently recruiting parent representatives for LEA board approval. A survey was sent out by SELPA to parents and district administrators regarding the establishment of CAC meeting dates for the school year.
- 3. NW SELPA Budget Allocation Plan** – the Inter-district Transfers process will need to be reviewed, and discussion regarding average calculation vs. actual cost will be held. Discussion/agreement will also need to be made regarding the Federal Local Assistance Entitlement (\$30M) allocation for NW SELPA as one unit. Currently, the funds are still allocated based on the former structure with five SELPAs.
- 4. Compliance and Monitoring Activities:**
 - IEP Implementation – is now an annual event, with the measurement period from March-April.
 - Small LEA Monitoring (Cycle B) - Discovery Charter II, Lakeside Joint, Village Campbell; LEAs must conduct a self-review of policies and procedures, practices or student records, and assessment of infrastructure, and report results to CDE no later than February 28, 2025. (*Resource: [CDE's Cyclical Monitoring for Small LEAs](#)*).
- 5. Procedural Updates:**

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- Private School Policy – the SELPA Private School policy will need to be reviewed and updated based on recent guidance from CDE regarding equitable services provision. This applies to children with disabilities enrolled by their parents in private schools, including home-schooled children in a state that recognizes home schools as private elementary schools and secondary schools, such as California.
 - Independent Educational Evaluation (IEE) Rates – discussion has been held with district special education administrators regarding IEE costs and consensus has been reached regarding the updated cost limitations for assessments. This will be presented at the next Council meeting for approval.
 - MOU with San Andreas Regional Center (Transition from Part C to Part B) – terms of the MOU are currently being finalized and aligned by SARC, SCCOE Early Start, NW and SE SELPAs.
6. **2024-25 NW SELPA Governance Council of Superintendents (GCS) Meeting Schedule** – it was shared that some superintendents are not able to make it to the Tuesday schedule of the GCS meetings due to conflicts with standing district events/meetings. The Council was polled, and majority indicated that they could make the current schedule work. As such, no further changes were made to the meeting schedule.
7. **SELPA Activities:**
- Fiscal – quarterly federal IDEA expenditure reports have been submitted to CDE; special ed revenue projections, special ed costs projections, special ed Maintenance of Effort reports, NPS Extraordinary Cost Pool claims, CCEIS budget review are all ongoing/completed.
 - Data – Personnel Data Report certification and re-certification, IEP Implementation certification, spring 2024 DRDP certification, EOY3 and EOY4 SELPA approvals have all been completed; CALPADS and SIRAS SELPA merger, fall 2024 DRDP submissions are all ongoing.
 - Professional Development – there are 30 trainings/events scheduled to date; workgroups and Communities of Practice are ongoing, CALPADS special education data roadshow, Administrator Designee Training series, CAPTAIN parent training, and “What is CAC?” legal presentation are all upcoming.
8. **Other** – Dr. Mary Ann Dewan shared the SCCOE is hosting a series of [Town Hall meetings](#) to engage in discussions regarding the continuum of services for students with disabilities throughout Santa Clara County. These meetings, organized by the SCCOE, its Inclusion Collaborative, and the Glen Price Group, will build on the 2019 Continuum of Services for Students with Disabilities Study. Meetings are planned for September 23, November 18, and December 10, 2024 at SCCOE. For those interested in participating, this [Interest Form](#) is available for submission.

V. CLOSED SESSION at 10:23 A.M.

A. Approval of SELPA Executive Director Goals

VI. OPEN SESSION at 10:30 A.M.

A. Report of Action/s taken in Closed Session



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The SELPA Executive Director goals for 2024-25 were reviewed. The Council approved the proposed goals as presented. No other reportable actions were taken during the closed session.

VII. ADJOURNMENT

Dr. Michael Gallagher moved to adjourn the meeting at 10:31 a.m. Dr. Robert Bravo seconded and the motion carried, 15-0.