



## SELPA II EXECUTIVE COUNCIL MEETING

May 24, 2024 • 10:30 A.M.

SCCOE SELPA AU Office  
1290 Ridder Park Drive, San Jose, CA 95131

**COMMUNITY MEMBERS WISHING TO PARTICIPATE REMOTELY MAY DIAL IN USING THE INFORMATION BELOW.**

### Join Zoom Meeting

<https://sccoe.to/SELPA2-Exec>

Meeting ID: 957 7864 5720

Passcode: 800108

Dial In: +1 669 900 6833 US

### Agenda Webpage:

<https://www.sccoe.org/selpa/Pages/Meetings.aspx>

### Link to Handouts:

[https://drive.google.com/drive/folders/1nFI5kxswlKkzW0vPDdkHe5U9xhVM-GFd?usp=drive\\_link](https://drive.google.com/drive/folders/1nFI5kxswlKkzW0vPDdkHe5U9xhVM-GFd?usp=drive_link)

*For disability related accommodations, please contact the SELPA AU office via email at [MPaeste@sccoe.org](mailto:MPaeste@sccoe.org), or leave voicemail at (408) 453-6725 at least three (3) business days prior to the scheduled meeting.*

## AGENDA

### I. PUBLIC SESSION

- A. Roll Call & Welcome Guests
- B. Hearing of Persons wishing to address the Council or to present petitions.  
Members of the public may address the Council on any issue not otherwise on the agenda (comments not to exceed three (3) minutes). No action can be taken on these items at this time, but they can be referred to the SELPA Director or put on a future agenda.

### II. CONSENT ITEM

- A. Setting the agenda
- B. Approval of Minutes from the March 29, 2024 meeting\*

### III. ACTION ITEM

- A. **Approval of the updated SELPA Procedural Handbook [Chapter 11](#) (Chapter 11: Non-Public School/Agency Placement), and [Chapter 12](#) (Surrogate Parent Procedures – no change).**

It is recommended that the SELPA II Executive Council approve the updates to Chapter 11 of the SELPA Procedural Handbook, with added language regarding Licensed Children’s Institutions, and Chapter 12 (no changes) as reviewed by SELPA Legal Counsel and LEA administrators.

Motion _____	Action _____
Second _____	Vote _____

**B. Approval of the Santa Clara NW SELPA Budget Allocation Plan Items for 2024-25\***

<p>It is recommended that the SELPA II Executive Council approve the following Budget Allocation Plan Items for Santa Clara NW SELPA to be effective July 1, 2024, as recommended by special education program and fiscal representatives:</p>	
Budget Allocation Plan Items	Proposed 2024-2025 Allocation/Updates
<p>a) Regionalized Services and Program Specialist Revenue (Resource Code 6500) Estimate Amount: \$2.8M</p>	<p>Retain current allocation: Funds are used to cover the cost of SELPA AU Operations budget. Any balance is distributed to member districts by Total K-12 ADA.</p>
<p>b) Low Incidence Revenues (Resource Code 6500, Goal 5767) Estimate Amount: \$3M</p>	<p>Allocate 80% to districts to spend on LI services and/or items less than \$1,000. Allocate 20% to SELPA AU for purchase of LI equipment and materials only. SELPA AU will return unspent funds to LEAs.  SELPA to purchase LI equipment more than \$1,000 (per item); Districts to purchase LI equipment and materials less than \$1,000 per item (not per order).</p>
<p>c) Invoice to Districts for SELPA Professional Staff Development (\$12,600)</p>	<p>Funds to be used for legal trainings/consultation.  Requests for additional trainings beyond the amount will be cost-shared by districts who committed to the training based on ADA.</p>
<p>d) Community Advisory Committee (CAC) Budget</p>	<p>Set-aside \$10,000 budget for CAC activities aligned with Ed Code 56194. SELPA to manage budget and approve activities. Member LEAs to offer in kind support in addition to budgeted amounts (translation, host site, in-house expert, etc.) Executive Council to approve the budget annually. Related costs to be shared by member LEAs using Total K-12 ADA, taken off State AB 602 funds (Resource 6500)</p>
<p>e) 901 District Extraordinary Cost Pool Estimate Amount: \$100K</p>	<p>To be eliminated beginning 2024-2025.</p>
<p>f) IDEA Local Assistance Entitlement, Section 611 (Resource Code 3310) Estimate Amount: \$30M</p>	<p>Keep current allocation method.  Allocate the total grant amount based on each SELPA's percentage share of grant amount received in 2023-24.</p>
<p>g) NW SELPA Costs Sharing: Students in Licensed Children's Institution (LCI) and Skilled Nursing Facilities (SNF)</p> <ul style="list-style-type: none"> <li>● Students Living in Licensed Children's Institution and attending Non-Public Schools with SCCOE oversight. Costs partially offset by Out-of-Home Care Revenues; Estimated Amount: \$1.3M</li> <li>● Students Living in Licensed Children's Institution and attending SCCOE Block Programs/District Programs; Estimated Amount: \$4.3M</li> </ul>	<p>Continue with NW SELPA Costs Sharing for students living in Licensed Children's Institution (LCI) and Skilled Nursing Facilities (SNF) + revisions mentioned below:</p> <ul style="list-style-type: none"> <li>● Spell out categories to provide clarifications. Example: From "NPS/LCI" to "Students Living in LCI and Non-Public Schools (NPS) with SCCOE oversight"</li> <li>● Specify the two (2) SNF sites located within NW SELPA boundaries.</li> <li>● Costs sharing does not cover all the costs of students in LCI and SNF. Credits can vary based on student's needs, placement, and services.</li> <li>● Document cost sharing calculation methodology for reference.</li> <li>● Eliminate "in SDC programs" in LCI/SDC/MTU/Trans Cost-Sharing agreement as students in other placements can theoretically live in an LCIs.</li> <li>● Include costs of SCCOE Psychologist in the costs sharing for NPS costs with SCCOE oversight.</li> </ul>

<p>h) NW SELPA Costs Sharing: CCS California Children’s Services (CCS)/ Medical Therapy Unit (MTU)</p>	<p>Continue current cost sharing agreement (classroom credits). If districts are not able to fulfill requirements to maintain facilities and custodial services, the SELPA will withhold equivalent classroom credits to districts.</p> <p>Eliminate “The cost of transporting OI students confined to wheelchairs from LCI to district programs” since this is covered under the LCI cost share agreement.</p> <p>Set-aside \$20,000 budget for CCS related costs taken off State AB 602 funds (Resource 6500), including equipment/supplies, for Palo Alto and Sunnyvale CCS sites as per <a href="#">State Interagency Agreement</a> (page 31 onwards).</p> <p>All CCS/MTU related costs beyond \$20,000 will be cost shared by NW SELPA by Total K-12 ADA.</p>
<p>i) SELPA II Districts’ Regional Cost Share</p>	<p>Fremont UHSD, Sunnyvale, and Cupertino have established a memorandum of understanding for Regional Programs/Services. The SELPA will reallocate the State AB 602 Entitlement funds and Regionalized Services/Program Specialists (RS/PS) funds among the three districts that will be outlined in an MOU.</p>
<p>j) Charters Schools within NW SELPA</p>	<ul style="list-style-type: none"> <li>• Any return of unused SPED revenues from Charter school will be returned proportionately to the districts based on the student’s District of Geographic Residence within NW SELPA using CALPADS Fall 1 8.1 report.</li> <li>• Eliminate excerpts related to Charter Schools Policy (i.e., Categories of Charter Schools) in the Budget Allocation Plan, instead, make a reference to the Charter Schools Policy from the SELPA Procedural Handbook.</li> <li>• Eliminate “SCCOE Charter Schools within the SELPA will receive the same AB 602 Entitlement per ADA as the equalized districts within the SELPA” since this distribution method will be reflected in the allocation of AB 602 Entitlement (applies to all SELPA member LEAs, including the Charter Schools).</li> </ul>
<p>k) Funding Allocation –SPED Costs</p>	<ul style="list-style-type: none"> <li>• Change title of section from Calculation of SCCOE Funding to “SELPA Calculation and Reallocation of District Revenues for SCCOE SPED Program Costs.”</li> <li>• Document SELPA calculation and reallocation of district revenues for SCCOE SPED Program Costs for reference in BAP.</li> <li>• Make a reference to MOU between SCCOE and Santa County School Districts regarding SPED Regional Programs and related services in BAP.</li> </ul>
<p>l) Interdistrict Transfer Billing within NW SELPA districts</p>	<ul style="list-style-type: none"> <li>• Retain both Average Cost Program and Regional/Actual Cost Program calculation methods.</li> <li>• For Regional/Actual Cost Program cost calculation, use actual student count. 5 is the minimum student count for calculation purposes. LEAs will adjust number when more students are in class.</li> <li>• Update enrollment census dates using average of October to April enrollment for both Average Cost Program and Regional/Actual Cost Program calculation methods.</li> </ul>

Motion \_\_\_\_\_ Action \_\_\_\_\_  
 Second \_\_\_\_\_ Vote \_\_\_\_\_

## IV. INFORMATION ITEMS

### A. SELPA Executive Director's Update & SELPA Activities

- 1) SELPA Consolidation updates:
  - CAC Bylaws\*
  - Budget Allocation Plan
  - Procedural Handbook
  - Local Plan Sec. B – Governance Structure\*
- 2) CDE Compliance and Improvement Monitoring (CIM) activities
- 3) NW SELPA Executive Council 2024-25 meeting dates\*
- 4) SCCOE Annual Administrative Unit Fee\*
- 5) Other updates

## V. ADJOURNMENT

**NEXT MEETING:** June 14, 2024; 10:30 am

*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 SELPA AU Office, located at 1290 Ridder Park Drive, San Jose, CA during normal business hours.*

(\*Handout)