



Santa Barbara County
SELPA

SELPA DIRECTOR'S REPORT
JPA Board Meeting
January 9, 2012

1) Due Process/ Dispute Updates

- ❖ Two open due process cases
- ❖ One open CDE complaint

2) Mental Health Services

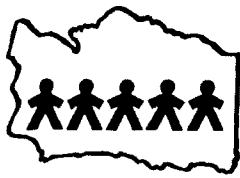
We recently met with the County Mental Health (ADMHS) administrators again to further discuss the transition plan. Beginning 12/12/11 SBCSELPA will begin making all student counseling referrals directly to vendors. ADMHS will not be accepting new referrals in most circumstances. ADMHS indicated that their first trimester billing was unusually low since not all of their contracts had been paid. They expect that all of the SB100 MH funds will be fully expended by 2/15/2012.

3) Blochman Request to Move SH SDC Classroom

I visited the Guadalupe School District. Initially they thought they might have space for a portable to be placed at their Jr. High Campus; however, I was recently notified by Ed Cora that they will not be able to house the SH program / portable. The status of remaining at Blochman is unclear.

4) Assistive Technology (AT)

We are seeking a university partner to endorse our Assistive Technology Certificate for mild to moderate special education teachers. The California Ed Code requires that special education teachers (mild to moderate) must possess a certificate in assistive technology applications issued by a regionally accredited post-secondary institution to provide assistive technology services. Antioch and Brandman University have indicated an interest.



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

SANTA BARBARA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA
JOINT POWERS AGENCY BOARD
MINUTES OF DECEMBER 5, 2011 REGULAR MEETING
JONATA SCHOOL LIBRARY

The regular meeting of the Santa Barbara County Special Education Local Plan Area (SBCSELPA) Joint Powers Agency Board was called to order by Kathleen Boomer, Chairperson, at 12:00 p.m. at the Jonata School Library.

ROLL CALL

Members Present: Phil Alvarado
Kathleen Boomer
Bob Bush
Bill Cirone
Tom Cooper
Paul Cordeiro
Kristin Garrison-Lima
Paul Turnbull

Members Absent: Tammy Murphy

Others Present: Cathy Breen, Jarice Butterfield, Ed Cora, Claudia Echavarria, Lisa Fernandez, Ruth Rech, Margaret Slater

Pledge of Allegiance: Kathleen Boomer led the assembly in the Pledge of Allegiance.

Welcome Guests: Kathleen Boomer welcomed guests.

SELPA Director Report: Jarice Butterfield reviewed her report to the Board, adding that Santa Maria-Bonita School District would not be able to house the SDC currently housed at Blochman, as space for a portable was unavailable and the new campus, estimated to open in two years, will not be age appropriate.

PUBLIC COMMENT No comments.

APPROVAL OF ADDITIONAL EMERGENCY ITEMS There were no emergency items

APPROVAL OF ACTION AGENDA Tom Cooper moved and Bill Cirone seconded a motion to approve the Action Agenda, as presented. The motion passed unanimously.

CONSENT AGENDA

Paul Turnbull moved and Tom Cooper seconded a motion to approve Consent Agenda Items A through E, The motion passed unanimously.

Items on the Consent Agenda that were approved are as follows:

- A. Minutes of the November 7, 2011 Regular Meeting
- B. Ratification of Payment of Claims 1701774 – 1701791; 1702892 – 1702901; 1703946 - 1703955
- C. Local Plan Policy 6412, *Designated Instruction and Services Caseload (Second Reading)*
- D. Local Plan Policy 3204 Appendix A, *Fiscal Allocation Plan Calculation Detail (Second Reading)*
- E. Local Plan Policy 3204 Section XII, *Nonpublic School and Agency Costs*, and Addition of Appendix F, *Request to SBCSELPA to Access Nonpublic School (NPS) Funding (Second Reading)*

ITEMS SCHEDULED FOR ACTION/CONSIDERATION**Local Plan Policy 2403, *Composition of CAC Membership (First Reading)***

Dr. Jarice Butterfield presented revisions to Local Plan Policy 2403, explaining that the revisions included a reduction in the number of CAC members needed as a result of the Elementary and Secondary Santa Barbara School Districts becoming one unified school district. Paul Turnbull moved and Bill Cirone seconded a motion to approve the first reading of the revisions to Local Plan Policy 2403, as presented. The motion passed unanimously.

Local Plan Policy 2404, *Appointment of CAC Members (First Reading)*

Dr. Jarice Butterfield presented revisions to Local Plan Policy 2404, explaining that the revisions included a reduction in the number of parent and professional CAC representatives needed as a result of the Elementary and Secondary Santa Barbara School Districts becoming one unified school district. Kristin Garrison-Lima moved and Bob Bush seconded a motion to approve the first reading of the revisions to Local Plan Policy 2404, as presented. The motion passed unanimously.

Local Plan 3204 Appendix B Page 2, *Recommended DIS FTE Support for Regional Programs by Program Chart Type (First Reading)*

Dr. Jarice Butterfield presented revisions to Local Plan Policy 3204 Appendix B Page 2, explaining that the revisions included recommended psychologist assessment time already being utilized by districts but that had not been reflected in the DIS FTE support chart. Bill Cirone moved and Tom Cooper seconded a motion to approve the first reading of the revisions to Local Plan Policy 3204 Appendix B Page 2, as presented.

Local Plan Policies 2301-2304, *Complaints (First Reading)*

Dr. Jarice Butterfield presented revisions to Local Plan Policies 2301- 2304, explaining that the SBCSELPA complaint policy needed to be updated with current uniform complaint regulation. Tom Cooper asked if the policy included provisions that require initiation of uniform complaint processes before due process or formal complaints are filed. Jarice explained that uniform complaint is not mandated before due process or formal complaints are filed, but is encouraged. Kathleen Boomer continued that uniform complaint addresses a narrow band of complaints. Tom Cooper moved and

ITEMS SCHEDULED FOR ACTION/CONSIDERATION (Continued)**Local Plan Policies 2301-2304,
Complaints (Continued)**

Bob Bush seconded a motion to approve the first reading of the revisions to Local Plan Policies 2301-2304, as presented. The motion passed unanimously.

**Local Plan Policy 6208 – Increase in
Cost Limits for Speech and
Language Independent Education
Evaluations**

Dr. Jarice Butterfield presented revisions to Local Plan Policy 6208, first correcting the recommended range of \$1,200 - \$1,800 in cost limitations for independent speech and language evaluations to \$1,200 - \$1,500. Jarice continued that an increase from \$1000 to a range of \$1,200 - \$1,500 was being recommended as a result of her inquiry of current going rates for independent speech and language evaluations in the tri-counties area, as it was brought to her attention that the cost limitation of \$1000 in the Local Plan was too low. Paul Turnbull moved and Phil Alvarado seconded a motion to approve an increase in cost limitation to a range of \$1,200 - \$1,500 for independent speech and language evaluations. The motion passed unanimously.

**Certification of First Interim
Report for Fiscal Year 2011-2012**

Margaret Slater summarized the findings of the First Interim Report for Fiscal Year 2011-2012. Tom Cooper asked if the decrease in expenditure reported for books and supplies could be considered a savings. Margaret explained that the decrease was based on the assumption that the restricted funding of the low incidence budget used for books and supplies will be fully expended with no carry-over reflected. Phil Alvarado moved and Bob Bush seconded a motion to certify the First Interim Report for Fiscal Year 2011-2012, as presented. The motion passed unanimously.

**Guadalupe Union School District
(GUSD) Request to Waive
Maintenance of Effort (MOE)
Penalty for 2010-2011**

Dr. Jarice Butterfield presented GUSD's request to waive a penalty imposed on the district, per SBCSELPA Local Plan, for not meeting MOE requirements by \$1,144.64 for 2010 - 2011. Jarice furthered that the districts shortfall was due to inaccurate reporting of ARRA expenditures in 2009-2010. She continued that special education administrators and business officials had agreed that the penalty be waived. Tom Cooper moved and Paul Turnbull seconded a motion to waive the GUSD's MOE penalty, as presented. The motion passed unanimously.

**Santa Maria Joint Union High
School District (SMJUHSD)
Request for Supplemental
Instructional (IA) Support for CTE
Classrooms at Righetti and Santa
Maria High Schools**

Dr. Jarice Butterfield presented the SMJUHSD request for supplemental IA support in CTE classrooms at Righetti and Santa Maria High Schools, explaining that the request had come from the CTE at Righetti High School, but after an observation team had visited the classroom, a discussion evolved to include the need for supplemental IA support at Santa Maria High School as well. Jarice furthered that special education administrators and business officials had considered all information regarding both programs and felt that 6.0 hours of supplemental IA support allocated between both programs would be sufficient. Paul Turnbull moved and Phil Alvarado seconded a motion to approve 6.0 hours of supplemental IA time to be allocated between the CTE programs at Righetti and Santa Maria High Schools. The motion passed unanimously.

ITEMS FOR INFORMATION AND DISCUSSION

Mental Health IEP Service Transition Plan – Service Contracts with Santa Barbara County Mental Health (ADMHS), Family Services Agency (FSA), and Santa Maria Youth and Family Center (SMVYFC) Board satisfied. No questions or comments.

JPA Board Membership – Terms of Office Update Board satisfied. No questions or comments.

2011-12 Year-to-Date SELPA Legal Fees (Allocation to Districts) Board satisfied. No questions or comments.

2011-12 Year-to-Date SELPA Legal Fees (Reserve) Board satisfied. No questions or comments.

Financial Status Report, Period Ending 9/30/11 & 10/31/11 Board satisfied. No questions or comments.

2011-12 Update Chart for Nonpublic School Placement Costs Board satisfied. No questions or comments.

CAC Minutes for September 27, 2011 Regular Meeting Board satisfied. No questions or comments.

MISCELLANEOUS AGENDA ITEMS

Items Proposed for Future Action or Discussion None.

JPA Board Member’s Items None.

Next Scheduled JPA Board Meeting The next regular JPA Board Meeting is scheduled for January 9, 2012, 12:00 p.m., Santa Barbara County Education Office Boardroom

CLOSED SESSION The JPA Board adjourned to Closed Session at 12:20 p.m.

- A) **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Subdivision (a) of Government Code Section 54956.9) Case # 2011-12-02; Case # 2011-12-05**
 - 1. Settlement Agreement: Case # 2011-12-02
- B) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: 2 Cases**

CLOSED SESSION (Continued)

C) PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Pursuant to Government Code Section 54957) Title: SBCSELPA Clinical Mental Health Specialist

RECONVENE TO PUBLIC SESSION Report of the action taken in Closed Session, as appropriate.

The meeting was called back into session at 1:06 p.m. No action was taken in Closed Session.

ADJOURNMENT Tom Cooper moved and Phil Alvarado seconded a motion to adjourn the meeting at 1:06 p.m. The motion passed unanimously.

Kathleen Boomer, Chairperson
Santa Barbara County SELPA

Jarice Butterfield, Secretary
Santa Barbara County SELPA

APY170-01
 DATE 11/18/11
 TIME 00:02:22
 DISTRICT 71

SANTA BARBARA COUNTY SCHOOLS
 SCHOOL DISTRICT BOARD APPROVAL LIST
 BY WARRANT NUMBER
 SANTA BARBARA SELPA

PAGE 1

ISSUE DATE 11/18/11

WARRANT NO. DOCUMENT NO.	PAYEE DESCRIPTION #1 DESCRIPTION #2	WARRANT AMT. DOCUMENT AMT.
1705129 DP011481	AUTISM TREATMENT CENTER OCTOBER NPS PLACEMENT	5,000.00 ** 5,000.00 *
1705130 DP011482	JARICE BUTTERFIELD NPS SUPPLIES/TRAVEL REIMB.	111.13 ** 111.13 *
1705131 DP011483	CENTRE FOR NEURO SKILLS OCTOBER NPS PLACEMENT	16,092.50 ** 16,092.50 *
1705132 DP011484	DEVEREUX FLORIDA OCTOBER NPS PLACEMENT	2,500.00 ** 2,500.00 *
1705133 DP011485	DEVEREUX TEXAS TREATMENT NETWO SEPT/OCTOBER NPS PLACEMENTS	41,805.20 ** 41,805.20 *
1705134 DP011486	CLAUDIA ECHAVARRIA STAFF DEVELOPMENT REIMB.	36.90 ** 36.90 *
1705135 DP011487	FAGEN FRIEDMAN & FULFROST LLP OCTOBER LEGAL SERVICES	603.00 ** 603.00 *
1705136 DP011488	GOLETA UNION SCHOOL DISTRICT OCTOBER DUPLICATING/POSTAGE	768.58 ** 768.58 *
1705137 DP011489	HERITAGE SCHOOL OCTOBER NPS PLACEMENT	8,899.00 ** 8,899.00 *
1705138 DP011490	INNOVATIVE LEARNING STAFF DEVELOPMENT REIMB.	100.00 ** 100.00 *
1705139 DP011491	LAW OFFICE OF G. MELISSA HATCH OCTOBER LEGAL SERVICES	9,162.00 ** 9,162.00 *
1705140 DP011492	SAN BERNARDINO COUNTY SUPT. PENT REGISTRATION-E. VLOEBERGH	150.00 ** 150.00 *
1705141 DP011493	SANTA BARBARA UNIFIED DISTRICT LOW INCIDENCE REIMB.	3,625.92 ** 3,625.92 *
1705142 DP011494	SENECA CENTER OCTOBER NPS PLACEMENT	8,185.34 ** 8,185.34 *
1705143 DP011495	MARGARET SLATER OFF. SUPP/JPA/SOFTWARE REIMB.	616.64 ** 616.64 *
1705144	STANLEY CONVERGENT SECURITY SO	47.69 **

APY170-01
DATE 11/18/11
TIME 00:02:22
DISTRICT 71

SANTA BARBARA COUNTY SCHOOLS
SCHOOL DISTRICT BOARD APPROVAL LIST
BY WARRANT NUMBER
SANTA BARBARA SELPA

PAGE 2
ISSUE DATE 11/18/11

WARRANT NO. DOCUMENT NO.	PAYEE DESCRIPTION #1 DESCRIPTION #2	WARRANT AMT. DOCUMENT AMT.
DP011496	MTU ALARM SERVICE	47.69 *
1705145 DP011497	STUDENT TRANSPORTATION OF AMER ST. SPECIAL SCHOOL HOME TRANSP	480.00 ** 480.00 *
1705146 DP011498	VERIZON CALIFORNIA MTU TELEPHONE	76.35 ** 76.35 *
1705147 DP011499	ERICA VLOEBERGHES NOVEMBER TELEPHONE REIMB.	50.00 ** 50.00 *
	DISTRICT TOTAL	98,310.25
	DISTRICT WARRANTS	19

APY170-01
DATE 12/09/11
TIME 00:18:31
DISTRICT 71

SANTA BARBARA COUNTY SCHOOLS
SCHOOL DISTRICT BOARD APPROVAL LIST
BY WARRANT NUMBER
SANTA BARBARA SELPA

PAGE 3

ISSUE DATE 12/09/11

WARRANT NO. DOCUMENT NO.	PAYEE DESCRIPTION #1 DESCRIPTION #2	WARRANT AMT. DOCUMENT AMT.
1707974 DP011501	AT&T SELPA/MTU TELEPHONES	810.00 ** 810.00 *
1707975 DP011518	KIM BIERWOLF NPS TRAVEL REIMB.	373.88 ** 373.88 *
1707976 DP011502	JARICE BUTTERFIELD TELEPHONE/TRAVEL REIMB.	841.43 ** 841.43 *
1707977 DP011503	CENTRE FOR NEURO SKILLS NOVEMBER NPS PLACEMENT	11,827.50 ** 11,827.50 *
1707978 DP011519	COX COMMUNICATIONS SELPA INTERNET SERVICE	81.75 ** 81.75 *
1707979 DP011504	DANNIS WOLIVER KELLEY OCTOBER LEGAL SERVICES	69.00 ** 69.00 *
1707980 DP011505	DEVEREUX TEXAS TREATMENT NETWO SEPT.-OCT. NPS PLACEMENTS	2,872.49 ** 2,872.49 *
1707981 DP011506	CLAUDIA ECHAVARRIA TRAVEL/PHONE/STAFF DEV. REIMB.	1,216.12 ** 1,216.12 *
1707982 DP011507	FAMILY PARTNERSHIP CHARTER NOVEMBER UTILITIES - SOLVANG	200.00 ** 200.00 *
1707983 DP011508	NPS CASE NUMBER 2011-12-03 NPS TRAVEL REIMB.	2,591.11 ** 2,591.11 *
1707984 DP011520	GOLETA UNION SCHOOL DISTRICT NOVEMBER DUPLICATING/POSTAGE	496.23 ** 496.23 *
1707985 DP011521	KIM HERNANDEZ TRAVEL/SUPPLIES REIMB.	134.85 ** 134.85 *
1707986 DP011509	JASPER MOUNTAIN OCT/NOV NPS PLACEMENT	16,155.00 ** 16,155.00 *
1707987 DP011522	LASER CARTRIDGE CO. SELPA PRINTER SUPPLIES	135.49 ** 135.49 *
1707988 DP011510	LAW OFFICE OF G. MELISSA HATCH OCTOBER LEGAL SERVICES	522.00 ** 522.00 *
1707989	LOMPOC UNIFIED SCHOOL DISTRICT	88.42 **

APY170-01
DATE 12/09/11
TIME 00:18:31
DISTRICT 71

SANTA BARBARA COUNTY SCHOOLS
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BY WARRANT NUMBER
SANTA BARBARA SELPA

PAGE 4

ISSUE DATE 12/09/11

WARRANT NO. DOCUMENT NO.	PAYEE DESCRIPTION #1 DESCRIPTION #2	WARRANT AMT. DOCUMENT AMT.
DP011511	STAFF DEVELOPMENT REIMB.	88.42 *
1707990 DP011523	MEDICAL BILLING TECHNOLOGIES 2ND QUARTER TIME SURVEY SVCS.	750.00 ** 750.00 *
1707991 DP011524	MONTECITO UNION SCHOOL LEGAL SERVICES REIMB.	32,214.24 ** 32,214.24 *
1707992 DP011512	MARGARET SLATER NPS TRAVEL/SUPPLIES REIMB.	2,047.40 ** 2,047.40 *
1707993 DP011513	SPARKLETTS SELPA OFFICE	60.55 ** 60.55 *
1707994 DP011514	STAPLES ADVANTAGE MTU SUPPLIES REIMB.	74.96 ** 74.96 *
1707995 DP011515	STAR, INC. OCTOBER MH SERVICES	300.00 ** 300.00 *
1707996 DP011526	ISABEL TELLEZ MTU INST. MATERIALS REIMB.	28.00 ** 28.00 *
1707997 DP011527	TAMMY VAN FLEET NOVEMBER AUTISM/BEH. SERVICES	1,006.56 ** 1,006.56 *
1707998 DP011516	VERIZON CALIFORNIA SELPA/MTU TELEPHONES	813.67 ** 813.67 *
1707999 DP011528	VILLA SANTA MARIA, INC. NOVEMBER NPS PLACEMENT	3,963.82 ** 3,963.82 *
1708000 DP011517 DP011529	ERICA VLOEBERGHES NOVEMBER TRAVEL REIMB. NOVEMBER TRAVEL REIMB.	399.05 ** 200.05 * 199.00 *
1708001 DP011530	XEROX CORPORATION SELPA COPIER	212.95 ** 212.95 *

DISTRICT TOTAL 80,286.47

DISTRICT WARRANTS 28

APY170-01
DATE 12/16/11
TIME 00:07:58
DISTRICT 71

SANTA BARBARA COUNTY SCHOOLS
SCHOOL DISTRICT BOARD APPROVAL LIST
BY WARRANT NUMBER
SANTA BARBARA SELPA

ISSUE DATE 12/16/11

WARRANT NO. DOCUMENT NO.	PAYEE DESCRIPTION #1 DESCRIPTION #2	WARRANT AMT. DOCUMENT AMT.
1709402 DP011547	AUTISM TREATMENT CENTER NOVEMBER NPS PLACEMENT	5,000.00 ** 5,000.00 *
1709403 DP011548	CASA PACIFICA NOVEMBER MH SERVICES	225.00 ** 225.00 *
1709404 DP011531	CENTRE FOR NEURO SKILLS NOVEMBER NPS PLACEMENT	11,827.50 ** 11,827.50 *
1709405 DP011532	DEPARTMENT OF JUSTICE FINGERPRINT APPS	32.00 ** 32.00 *
1709406 DP011549	DEVEREUX FLORIDA NOVEMBER NPS PLACEMENT	2,250.00 ** 2,250.00 *
1709407 DP011533	DEVEREUX TEXAS TREATMENT NETWO NOVEMBER NPS PLACEMENTS	28,265.60 ** 28,265.60 *
1709408 DP011534	FAGEN FRIEDMAN & FULFROST LLP NOVEMBER LEGAL SERVICES	1,401.75 ** 1,401.75 *
1709409 DP011550	LASER CARTRIDGE CO. SELPA PRINTER CARTRIDGES	199.01 ** 199.01 *
1709410 DP011535	LAW OFFICE OF G. MELISSA HATCH NOVEMBER LEGAL SERVICES	8,048.00 ** 8,048.00 *
1709411 DP011536	LOZANO SMITH NOVEMBER LEGAL SERVICES	1,155.00 ** 1,155.00 *
1709412 DP011537	MONTECITO UNION SCHOOL LEGAL FEE REIMB.	39,995.13 ** 39,995.13 *
1709413 DP011538	SANTA BARBARA UNIFIED DISTRICT LOW INCIDENCE REIMB.	1,210.65 ** 1,210.65 *
1709414 DP011539	SANTA MARIA-BONITA SCHOOL DIST STAFF DEV/LOW INCIDENCE REIMB.	3,750.10 ** 3,750.10 *
1709415 DP011540	ELIKA SHAHRESTANI FINGERPRINT REIMB.	25.00 ** 25.00 *
1709416 DP011541	STANLEY CONVERGENT SECURITY SO MTU ALARM SERVICE	181.46 ** 181.46 *
1709417	STAR, INC.	2,908.75 **

APY170-01
DATE 12/16/11
TIME 00:07:58
DISTRICT 71

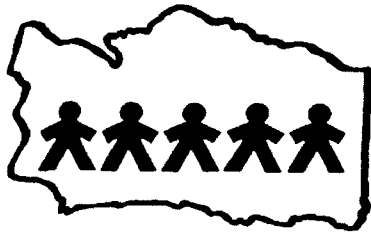
SANTA BARBARA COUNTY SCHOOLS
SCHOOL DISTRICT BOARD APPROVAL LIST
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SANTA BARBARA SELPA

ISSUE DATE 12/16/11

WARRANT NO. DOCUMENT NO.	PAYEE DESCRIPTION #1 DESCRIPTION #2	WARRANT AMT. DOCUMENT AMT.
DP011542	NOVEMBER SERVICES	2,908.75 *
1709418 DP011543	STUDENT TRANSPORTATION OF AMER ST. SPECIAL SCHOOL TRANSPORT.	960.00 ** 960.00 *
1709419 DP011544	NPS CASE NUMBER 2011-12-10 NPS TRAVEL REIMB.	86.07 ** 86.07 *
1709420 DP011551	NPS CASE NUMBER 2011-12-10 NPS TRAVEL REIMB.	23.22 ** 23.22 *
1709421 DP011545	VERIZON CALIFORNIA MTU TELEPHONE	67.41 ** 67.41 *
1709422 DP011546	VOCE TELECOM MTU TELEPHONES	76.72 ** 76.72 *

DISTRICT TOTAL 107,688.37

DISTRICT WARRANTS 21



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

Date: January 9, 2012

To: SBCSELPA JPA Board

From: Jarice Butterfield, SBCSELPA Director
Claudia Echavarria, SBCSELPA Coordinator

Re: Local Plan Policy 2403, *Composition of CAC Membership (Second Reading)*

BACKGROUND:

- At the December 2011 JPA Board Meeting, the Board took action on the first reading of the proposed revisions to Local Plan Policy 2403, *Composition of CAC Membership*. The motion to approve this item passed unanimously. The item has returned for second reading.
-
- Historically, the Community Advisory Committee (CAC) has consisted of 23 members made up of parent, teacher, and community agency representatives appointed by local school boards of education and the SBCSELPA.
- Santa Barbara Elementary and High School Districts have now become unified; therefore, Santa Barbara's total representation has been reduced by one parent and one special education certified staff member, and in turn, has reduced the total CAC membership to 21.
- Revisions to Local Plan Policy 2403 are being proposed to reflect these changes.

FISCAL IMPACT: None

RECOMMENDATIONS:

I recommend that the Board approve the second reading of the revisions to Local Plan Policy 2403, as presented.

JB/CE:lf

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

2400 COMMUNITY ADVISORY COMMITTEE

2403 Composition of Membership

The Community Advisory Committee (CAC) shall consist of twenty-~~three~~
one members (~~23~~), distributed as follows:

1. ~~10~~ Nine shall be parents or guardians of individuals with exceptional needs who are currently receiving services by a public education agency within the Santa Barbara County SELPA.
2. One shall be a parent of other pupils enrolled in schools.
3. ~~Nine~~ Eight shall be special education certificated staff.
4. One shall be a regular classroom teacher.
5. One shall be a professional representative of a community agency.
6. One shall be an adult disabled consumer of service.

DATE APPROVED: January 3, 1984

DATE REVISED: March 3, 1995

DATE REVISED: March 13, 1998

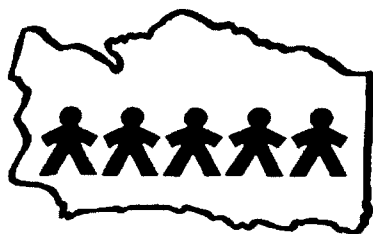
DATE REVISED: December 10, 2001

DATE REVISED: January 6, 2003

DATE REVISED: November 2, 2009

DATE REVISED: June 7, 2010

DATE REVISED:



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

Date: January 9, 2012

To: SBCSELPA JPA Board

From: Jarice Butterfield, SBCSELPA Director
Claudia Echavarria, SBCSELPA Coordinator

Re: Local Plan Policy 2404, *Appointment of CAC Members (Second Reading)*

BACKGROUND:

- At the December 2011 JPA Board Meeting, the Board took action on the first reading of the proposed revisions to Local Plan Policy 2404, *Appointment of CAC Members*. The motion to approve this item passed unanimously. The item has returned for second reading.
- Santa Barbara Elementary and High School Districts together represented one of the local boards of education that appoint parents and special education certified staff to serve on the Community Advisory Committee (CAC).
- Santa Barbara Elementary and Secondary School Districts have become unified; therefore, references to Santa Barbara Elementary and Santa Barbara High should be eliminated from policy 2404, leaving only reference to Santa Barbara as one of the local boards of education.
- With the unification of the two Santa Barbara school districts, parent and professional representation have each been reduced by one.
- Revisions to Local Plan Policy 2404 are being proposed to reflect these changes.

FISCAL IMPACT: None

RECOMMENDATIONS:

I recommend that the Board approve the second reading of the revisions to Local Plan Policy 2404, as presented.

JB/CE:lf

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

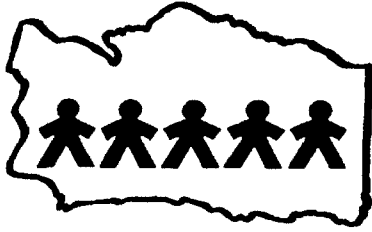
2400 COMMUNITY ADVISORY COMMITTEE

2404 Appointment of Members

The members of the Community Advisory Committee (CAC) shall be appointed as indicated below:

1. Each of the following ten local boards of education (Santa Ynez Valley Consortium represents 5 districts for the purposes of special education and appoints one parent) shall appoint one parent or guardian of an individual with exceptional needs -- Carpinteria, Goleta, Guadalupe, Hope, Lompoc, Orcutt, Santa Maria-Bonita, ~~one Santa Barbara Elementary and one Santa Barbara High~~, Santa Maria JUHSD, and the Santa Ynez Valley Consortium Districts.
2. The Board of Education of the County Education Office shall appoint one parent or guardian of other pupils enrolled in school.
3. Each of 9 local boards of education (Santa Ynez Valley Consortium represents 5 districts for the purposes of special education and appoints one certificated special education staff member) representing nondirect service districts and the County Board of Education representing the direct service districts shall appoint one certificated special education staff member -- Carpinteria, Lompoc, Orcutt, Santa Barbara ~~Elementary, Santa Barbara High~~, Santa Maria-Bonita, Santa Maria JUHSD, Santa Ynez Valley Consortium, and the County Education Office.
4. The Board of Education of the Goleta Union School District shall appoint one general classroom teacher.
5. One representative of a community agency shall be appointed by the SBCSELPA Board.
6. Total membership: ~~12~~ 11 parents, ~~10~~ 9 professionals, 1 representative of a public agency.

DATE APPROVED: January 3, 1984
DATE REVISED: March 6, 1984
DATE REVISED: March 3, 1995
DATE REVISED: March 13, 1998
DATE REVISED: December 10, 2001
DATE REVISED: January 6, 2003
DATE REVISED: October 3, 2005
DATE REVISED: November 2, 2009
DATE REVISED: February 1, 2010
DATE REVISED:



Santa Barbara County
Special Education Local Plan Area
 A Joint Powers Agency

Date: January 9, 2012

To: SBCSELPA JPA Board

From: Jarice Butterfield, SBCSELPA Director

Re: Local Plan Policy 3204 Appendix B Page 2, *Recommended DIS FTE Support for Regional Programs by Program Type Chart (Second Reading)*

BACKGROUND:

- At the December 2012 JPA Board Meeting, the Board took action on the first reading of the proposed revisions to Local Plan 3204 Appendix B Page 2, *Recommended DIS FTE Support for Regional Programs by Program Type Chart*. The motion to approve this item passed unanimously. The item has returned for second reading.
- The current recommended DIS FTE Support for Regional Programs by Program Type Chart does not include any school psychologist assessment time in some categories.
- Students in these categories do not typically get DIS counseling; however, they do require psychologist time for assessment.
- I met with the LEA business officials and special education administrators, as well as consulted with regional program operators to determine how much psychologist time to recommend be added to the chart. The psychologist time is currently being utilized for assessment but is not reflected in the chart.
- This requested addition of psychologist time in regional programs will help maintain level and consistent usage SELPA-wide.

FISCAL IMPACT: There should be no immediate fiscal increase since the psychologist time is currently being spent and billed back as a regional expense even though it is not reflected in the chart.

RECOMMENDATIONS:

I recommend that the Board approve second reading of the recommended changes to the DIS FTE Support for Regional Programs Chart to add time for psychologist assessment time.

Recommended DIS FTE Support for Regional Programs by Program Type

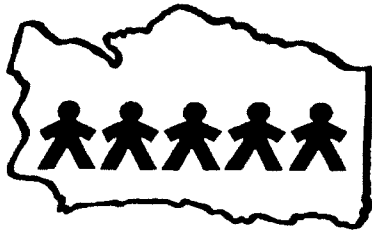
PROGRAM TYPE	SH <i>Mod/Severe Elementary</i>	SH <i>Mod/Severe Secondary</i>	SH <i>Preschool SDC</i>	SEB <i>CTE</i>	DHOH SDC	Itinerant HOH/VH	Preschool Specialist	CF <i>JCCS RSP/SDC</i>
Psychological Counseling	0 - <u>.10</u>	0 - <u>.05 - .10</u>	0 - <u>.20</u>	*.20	0 - <u>.10 - .20</u>	0 - <u>.05</u>	0 - <u>.10</u>	0 - <u>.225</u>
DIS Nurse	.025	.025	.025	0	0	0	0	0
Speech/Language	.10 - .20	.10	.20 - .40	.05	*.20	0	0	.025
Vocational Education	0 - .01	.01 - .18	0	.09 - .11	0	0	0	.01 - .11
Adaptive P.E.	.10	.05	.20	.05	.10	0	.025	0
BICM	.10	.15	.10	.20	.10	0	.05	.15
TOTAL	.325 - .435	.335 - .555	.525 - .725	.59 - .61	.40 - .50	0	.075	.21 - .31

- 1.00 = Full time per class
- .50 = 2½ days per week per class
- .20 = 1 day per week per class
- .10 = ½ day per week per class
- .05 = ¼ day per week per class

*Recommended for all operators of regional programs of this type.

10/12/98

REVISED:



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

Date: January 9, 2012
To: SBCSELPA JPA Board
From: Jarice Butterfield, SBCSELPA Director
Re: Local Plan Policies 2301 – 2304, *Complaints (Second Reading)*

BACKGROUND:

- At the December 2011 JPA Board Meeting, the Board took action on the first reading of the proposed revisions to Local Plan Policies 2301 – 2304, *Complaints*. The motion to approve this item passed unanimously. The item has returned for second reading.
- Revisions to the SBCSELPA complaint policy are being requested to bring the policy into compliance with regard to current Uniform Complaint regulations.
- Requested revisions are included in the following policies (*attached*):
 - 2301, *Uniform Complaint Board Policy*
 - 2302, *Uniform Complaint Procedures*
 - 2303, *Procedures for Filing, Investigation, and Resolution of Uniform Complaints*
 - 2304, *Complaints Concerning SBCSELPA Personnel*

FISCAL IMPACT: None

RECOMMENDATIONS:

I recommend that the Board approve the second reading of the revisions to Local Plan Policies 2301 – 2304 regarding SBCSELPA complaint policy and procedures.

JB:/lf

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

- 2000 ADMINISTRATION
- 2300 COMPLAINTS
- 2301 Uniform Complaint Board Policy

The Governing Board recognizes that the SBCSELPA is primarily responsible for complying with applicable state and federal laws and regulations governing special education programs. The SBCSELPA shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4610)

The SBCSELPA shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any SBCSELPA program or activity that receives of benefits from state financial assistance. (5 CCR 4610)

DATE APPROVED: _____

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

2300 COMPLAINTS

~~2301~~—2302 Uniform Complaint Process Procedures

Notifications

The SBCSELPA Director or designee shall annually provide written notification of the SBCSELPA's uniform complaint procedures to students, employees, parents/guardians, private school officials or representatives, and other interested parties. (5 CCR 4622)

The SBCSELPA Director or designee shall make available copies of the SBCSELPA's uniform complaint procedures free of charge. (5 CCR 4622)

The notice shall:

1. Identify the person(s), position(s) , or unit(s) responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal discrimination laws, if applicable
3. Advise the complainant of the appeal process pursuant to Education Code 262.3, including the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies
4. Include statements that:
 - a. The SBCSELPA is primarily responsible for compliance with state and federal laws and regulations
 - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline
 - c. An unlawful discrimination complaint must be filed not later than six months from the date the alleged discrimination occurs, or six months from the date the complainant first obtains knowledge of the facts of the alleged discrimination
 - d. The complainant has a right to appeal the SBCSELPA's decision to the CDE by filing a written appeal within 15 days of receiving the SBCSELPA's decision

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

2300 COMPLAINTS

~~2301~~—2302 Uniform Complaint Process Procedures (continued)

e. The appeal to the CDE must include a copy of the complaint filed with the SBCSELPA and a copy of the SBCSELPA's decision

(cf. 5145.6 – Parental Notifications)

Complaint Process

The Santa Barbara County SELPA shall handle complaints in an orderly manner and all parties shall seek an amicable resolution to the problem. Complaints shall be under the jurisdiction of the Santa Barbara County SELPA JPA Board as delineated in the JPA Agreement.

Any party (director, parent, teacher) may file a complaint.

Complaints that allege a violation of state or federal law by a Santa Barbara County SELPA school district or the County Education Office are to be filed with the local education agency pursuant to the Uniform Complaint Procedures included in Title V of the California Code of Regulations (Section 5 CCR 4600-4671).

Complaints that allege a violation of state or federal law or regulation relating to the provision of a free appropriate public education, including allegations of unlawful discrimination, by staff employed by the Santa Barbara County SELPA or by staff of a nonpublic school or agency under contract with the SELPA shall be filed with the SELPA office pursuant to the California Code of Regulations Uniform Complaint Procedures.

The SELPA Director shall be responsible for assisting in the resolution of complaints and work cooperatively with districts and the county office to correct identified problems.

(CCR Title 5, Sections 4600-4671, EDUCATION CODE 56500.2)

DATE APPROVED: March 3, 1989

DATE REVISED: March 3, 1995

DATE REVISED: _____

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

2300 COMPLAINTS

~~2302~~—2303 Procedures for Filing, Investigation and Resolution of Uniform Complaints

Section I - Scope of Complaint Procedure

This procedure applies to the filing, investigation and resolution of a complaint regarding an alleged violation by the SELPA or one of its contracting agents of federal or state law or regulation governing special education and complaints which allege unlawful discrimination.

Section II - Persons Who May File a Complaint

Any individual, public agency or organization may file a written complaint of alleged noncompliance.

Section III - Retaliation; Confidentiality

A complainant shall be protected from retaliation as a consequence of filing a complaint. The identity of a complainant alleging discrimination shall remain confidential, as appropriate.

Section IV - Compliance Officer

The SELPA Director shall serve as the SELPA Compliance Officer and shall be responsible for receiving and investigating complaints. The SELPA Director shall ensure that the SELPA complies with the provisions of this procedure. The SELPA Director shall be knowledgeable about the laws and programs that he or she is assigned to investigate. (SCCR 4621)

Section V - Filing a Complaint; Timelines

For other than discrimination complaints, any individual, public agency or organization may file a written complaint with the SELPA Director, alleging a matter which, if true, would constitute a violation by the SELPA of a federal or state law or regulation governing special education.

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

2300 COMPLAINTS

~~2302~~ 2303 Procedures for Filing, Investigation and Resolution of Uniform Complaints
(Continued)

A complainant's refusal to provide the SBCSELPA's investigator with documents or other evidence related to the allegations in the complaint, or his/her failure or refusal to cooperate in the investigation or his/her engagement in any other obstruction of the investigation, may result in the dismissal of the complaint because of a la lack of evidence to support the allegation (5 CCR 4631.

Section VII - Appeal to State Superintendent of Public Instruction

Any complainant may appeal a SELPA decision to the State Superintendent of Public Instruction by filing a written appeal with the Superintendent within 15 days of receiving the final SELPA decision. Extensions for filing appeals may be granted, in writing, for good cause. The complainant shall specify the reason(s) for appealing the SELPA decision. The appeal shall include:

1. A copy of the complaint; and
2. A copy of the SELPA decision.

Upon notification by the Superintendent of Public Instruction that the SELPA decision has been appealed, the Compliance Officer shall forward the following to the Superintendent:

1. The original complaint;
2. A copy of the SELPA decision;
3. A summary of the nature and extent of the investigation conducted by the SELPA, if not covered in the decision;
4. A report of any action taken to resolve the complaint;

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

2300 COMPLAINTS

~~2303~~ 2304 Complaints Concerning SBCSELPA Personnel

The Joint Powers Agency Board of the Santa Barbara County SELPA places trust in its employees and desires to support their actions in such manner that employees are freed from unwarranted spiteful or negative criticism and complaints.

In order to promote fair and constructive communication, the following procedures shall govern the resolution of complaints. Every effort should be made to resolve a complaint at the earliest possible stage.

1. Complaints concerning SELPA personnel should be made directly by the complainant to the person against whom the complaint is lodged. Parents/guardians are encouraged to attempt to orally resolve concerns with the staff member personally.
2. If the complaint is not or cannot be resolved at this level, the complainant may submit the complaint in writing to the employee's immediate supervisor. When necessary, a SELPA administrator shall assist in the preparation of the written complaint so as to meet the requirement of this policy. The administrative staff shall inform the complainant that such assistance is available if he/she is unable to prepare the written complaint without help.

A written complaint must include the name of each employee involved and a brief but specific summary of the complaint and the facts surrounding it. It must also include a specific description of a prior attempt to discuss the complaint with the employee involved and the failure to resolve the matter.

The immediate supervisor is responsible for investigating complaints and will attempt to resolve the complaint to the satisfaction of the person(s) involved. If the complaint is resolved, the supervisor will so advise all concerned parties, including the SELPA Director.

3. If the complaint remains unresolved after review by the immediate supervisor, the written complaint shall be referred, together with a report and analysis of the situation, to the SELPA Director. Complainants should consider and accept the decision of the SELPA Director as final. However, the complainant, the employee, or the SELPA Director may ask to address the SELPA JPA Board regarding the complaint.

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

2000 ADMINISTRATION

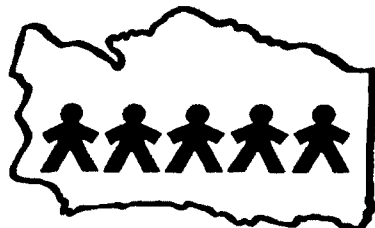
2300 COMPLAINTS

2303 2304 Complaints Concerning SBCSELPA Personnel (*Continued*)

The decision of the JPA Board following the hearing shall be final.

DATE APPROVED: November 3, 2004

DATE REVISED: _____



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

Date: January 9, 2012
To: SBCSELPA JPA Board
From: Jarice Butterfield, SBCSELPA Director
Re: Local Plan Policy 6208 - Increase in cost limits for Speech and Language Independent Education Evaluations (IEEs) (*Second Reading*)

BACKGROUND:

- At the December 2011 JPA Board Meeting, I recommended the Board approve a revision to Local Plan Policy 6208 in order to increase the cost limitation for a speech and language independent educational evaluation (IEE) from \$1000 to a range of \$1200 to \$1500.
- The Board took action and approved the first reading of the proposed revisions to Local Plan Policy 6208, increasing the cost limitation for a speech and language IEE to a range of \$1200 to \$1500. The item has returned for second reading.
- I met with the LEA business officials and special education directors to seek direction, and they recommend that we increase our speech and language IEE cost limits to \$1,200-\$1,500, depending on the nature of the request and not to exceed \$150 per hour.

FISCAL IMPACT: \$200-\$500 per speech and language IEE assessment to be paid by LEAs.

RECOMMENDATIONS:

I recommend that the Board approve the second reading of the increased cost limitation for speech and language IEEs, as presented.

JB:lf

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

6000 SPECIAL EDUCATION - INSTRUCTION

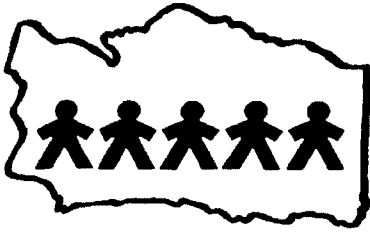
6200 ASSESSMENT

6208 Independent Educational Evaluations *(Continued)*

Cost Limitations for Evaluations

The cost of an IEE shall be comparable to those costs that the LEA incurs when it uses its own employees or contractors to perform a similar assessment. Costs include: observations, record review, administration and scoring of tests, report writing, and attendance in person or by phone at an IEP Team meeting. Reimbursement will be in an amount no greater than the actual cost to the parent and will be subject to proof of payment. The following cost limitations have been agreed upon and set forth by the governing (JPA) Board of the Santa Barbara County SELPA:

I.	Academic Achievement	\$ 500.00 Full
II.	Adaptive Behavior	\$ 500.00
III.	Assistive Technology	\$ 800.00
IV.	Autism/Behavior (ABA) (includes observation, data collection, etc.)	\$1,500.00
V.	Autism/Behavior (Full BCBA level FAA behavior analysis) All Costs Inclusive	Up to \$2,500.00
VI.	Auditory Acuity or Perception	\$ 300.00
VII.	CAPD (Central Auditory Processing)	\$1,500.00
VIII.	Cognitive Functioning (depending on the experience and licensure of the professional)	\$1,500.00 - \$3,000.00
IX.	Neuropsychological Assessment (depending on the experience and licensure of the professional)	\$2,500.00 - \$3,500.00
X.	Occupational Therapy (fine/gross motor skills)	Up to \$1,000.00
XI.	DHOH (Deaf and Hard of Hearing)	Up to \$2,500.00
XII.	Speech & Language	\$1,000.00
	<u>(depending on level and type of assessment)</u>	<u>\$1,200.00 to \$1,500.00</u>
XIII.	Social-emotional	\$ 750.00
XIV.	Visual Processing	\$ 350.00



Santa Barbara County
Special Education Local Plan Area
 A Joint Powers Agency

Date: January 9, 2012
 To: SBCSELPA JPA Board
 From: Jarice Butterfield, SBCSELPA Director
 Re: Nonpublic Agency Service Contracts

BACKGROUND:

The following nonpublic agency (NPA) contracts and individual service agreements (ISAs) have been prepared as a result of referrals received for the provision of student IEP intensive mental health services:

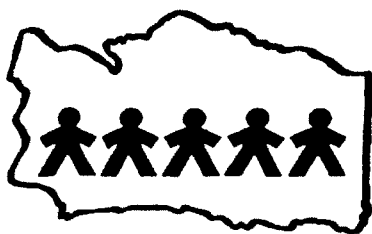
<i>Nonpublic Agency Provider</i>	<i>Service Type</i>	<i>Case Number</i>	<i>100% Contract Cost</i>	<i>Effective Dates</i>
STAR	Intensive mental health services	2011-12 MH03	\$1,500.00	11/30/2011 - 3/24/2012
Dr. Cheryll Smith	Intensive mental health services	2011-12 MH04	\$10,300.00	12/16/2011 - 6/30/2012

FISCAL IMPACT: STAR \$1,500.00 + Dr. Smith \$10,300.00 = \$11,800.00

RECOMMENDATIONS:

I recommend that the Board approve the nonpublic agency contracts/individual service agreements (ISA) for IEP intensive mental health services, as presented.

JB:lf



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

Date: January 9, 2012
To: SBCSELPA JPA Board
From: Jarice Butterfield, SBCSELPA Director
Re: Local Plan Joint Exercise of Powers Agreement, *Parties (First Reading)*

BACKGROUND:

- The Local Plan Joint Exercise of Powers Agreement includes a list of all Boards of Education that mutually agree and promise as set forth in the Joint Powers Agreement.
- The list of Boards of Education in the Joint Powers Agreement must be modified, as Los Alamos School District has been absorbed by Orcutt Union School District and Santa Barbara Elementary & Secondary School Districts have become unified.
- The list of Boards of Education has been revised accordingly.

FISCAL IMPACT: None

RECOMMENDATIONS:

I recommend that the Board approve the revisions to the Local Plan Joint Exercise of Powers Agreement, *Parties*, as presented.

JB:lf

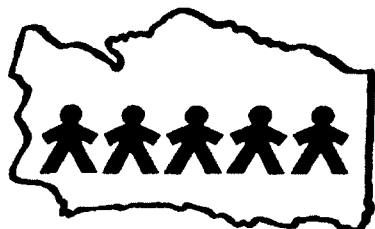
**JOINT EXERCISE OF POWERS AGREEMENT
SANTA BARBARA COUNTY SPECIAL EDUCATION LOCAL PLAN AREA**

The parties listed in Section 1 below mutually agree and promise as set forth in this Joint Powers Agreement:

1. PARTIES

The Boards of Education of

- Ballard School District
- Blochman Union School District
- Buellton Union School District
- Carpinteria Unified School District
- Cold Spring School District
- College School District
- Cuyama Joint Union School District
- Family Partnership Charter School
- Goleta Union School District
- Guadalupe Union School District
- Hope School District
- Lompoc Unified School District
- ~~Los Alamos School District~~
- Los Olivos School District
- Montecito Union School District
- Orcutt Union School District
- ~~Santa Barbara School District/Santa Barbara High School District~~
- Santa Barbara Unified School District**
- Santa Maria Joint Union High School District
- Santa Maria-Bonita School District
- Santa Ynez Valley Union High School District
- Solvang School District
- Vista Del Mar Union School District and the
Santa Barbara County Education Office



Santa Barbara County
Special Education Local Plan Area
 A Joint Powers Agency

Date: January 9, 2012

To: SBCSELPA JPA Board

From: Jarice Butterfield, SBCSELPA Director

Re: Local Plan Policy 3204 Section XII, *Nonpublic School and Agency Costs*
(First Reading)

BACKGROUND:

- Local Plan Policy 3204 Section XII stipulates that SBCSELPA will fund 100% of educational and residential costs for NPS placements made jointly with County Mental Health (ADMHS).
- As of 2/15/12 ADMHS will no longer be funding the mental health portion of therapeutic nonpublic school (NPS) placements; therefore, policy must be amended by 2/15/12.
- I recently met with LEA business officials and special education administrators to get feedback regarding the need they see for SBCSELPA continued shared funding for NPS mental health placements (residential and non residential). I posed two potential funding model change options that would ensure protection for all LEAs yet equalize the distribution of mental health funding. The group then proposed a third option to share with the Board. Those proposed funding models are listed below:

Option 1

- SBCSELPA fund 100% of the first three mental health therapeutic NPS placements made by LEAs 12,000 – 16,000 or over ADA in a given school year
- SBCSELPA fund 100% of the first two mental health therapeutic NPS placements made by an LEA 7,000 – 11,999 ADA in a given school year
- SBCSELPA fund 100% of the first mental health therapeutic NPS placements made by LEA under 7,000 ADA in a given school year
- Maintain the current level of SBCSELPA funding for all other NPS placements at a 70% SBCSELPA / 30% LEA split

Option 2

- SBCSELPA fund mental health placements at a 70% SBCSELPA / 30% LEA split
- SBCSELPA fund all other NPS placements at a 50% SBCSELPA / 50% LEA split

Option 3

- Follow Option 1 with the following additions:
- The SBCSELPA fund the first mental health NPS placement after the caps designed in Option 1 at 50% SBCSELPA and 50% LEA
- The SELPA fund the second mental health NPS placement after the caps designated in Option 1 at 25% SBCSELPA and 75% LEA

- All additional mental health placements made will be funded by the LEA at 100%

ADA	1 st placement	2 nd placement	3 rd placement	4 th placement	5 th placement	6 th placement
>12,000	0	0	0	50	75	100
>7,000	0	0	50	75	100	100
<7,000	0	50	75	100	100	100

- Based on the review of the data, LEAs that have a disproportionately high level of NPS mental health placements benefit most from Option 2; LEAs that have very few NPS mental health placements benefit from Option 1; and, LEAs that have very few NPS placements are provided the most financial protection with Option 3.
- The advantage of Option 1 is that it provides protection yet will leave the highest amount of funding for the LEAs / SBCSELPA to develop and put in place more mental health programs at the local level that will help prevent NPS placements.

FISCAL IMPACT: Based on the current NPS placement data the SBCSELPA will save the following amounts of mental health funding annually that could be used for local mental health programs (if the current state and federal funding stays the same):

- Option 1 – \$800,000
- Option 2 – \$600,000
- Option 3 – \$650,000

RECOMMENDATIONS:

I recommend that the Board approve Option 1 or 3 above with my first choice being Option 1 and that of the majority of LEAs being Option 3.

JB:lf

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

- 3000 BUSINESS AND NON-INSTRUCTIONAL OPERATION
- 3200 BUDGET PLANNING PROCESS
- 3204 AB 602 Special Education Fiscal Allocation Plan (*Continued*)

XII. NONPUBLIC SCHOOL AND AGENCY COSTS

Federal and state funding provided for mental health IEP services and AB602 block grant funding will be set aside in the SELPA Budget shared cost to pay the costs of LEA nonpublic school placements (NPS) made via an IEP decision and costs of SELPA-approved audiological services. ~~NPS placements funded jointly with Santa Barbara County Mental Health through Prop 63 funding (as available) shall have the educational cost portion of the placement funded at 100% by SELPA shared costs.~~ All other LEA NPS placements made via an IEP decision shall be funded at 70% by SELPA shared costs.

All nonpublic school and agency placements require the involvement of the SELPA Director or designee in the IEP process, as well as final approval from the JPA Board, in order for SELPA shared cost funding for these services to be provided. The SELPA Director must agree that the placement meets the criteria for the NPS placement to be funded out of SELPA shared funding.

Approval for funding of NPS placements out of SELPA shared funding will not be granted if the LEA has not practiced due diligence and exhausted the continuum of least restrictive placements available within the LEA or SBCSELPA prior to the IEP team recommending a NPS placement as FAPE. The JPA Board may approve exceptions to this requirement if it is deemed that an “urgent” situation exists and it is not appropriate for the IEP team to place a student in a least restrictive placement option prior to recommending an NPS placement. Final approval from the JPA Board is required in order for any NPS placement to be funded out of SELPA shared funding. The following must occur prior to an LEA making a referral for consideration of an NPS placement to be funded out of SELPA shared funding at an IEP meeting:

1. A Request to SBCSELPA to Access Nonpublic School (NPS) Funding form must be submitted to the SBCSELPA Director.
2. A three year case history must be submitted by the LEA special education administrator to the SELPA Director with attached IEP’s and assessments prior to the request and IEP to determine if a referral to an NPS should be considered as an offer of FAPE (except in situations deemed “urgent” as specified above).
3. Within 50 days of a signed Assessment Plan that designates an assessment of need for NPS placement, the LEA shall schedule a meeting to include the

SANTA BARBARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA

3000 BUSINESS AND NON-INSTRUCTIONAL OPERATION

3200 BUDGET PLANNING PROCESS

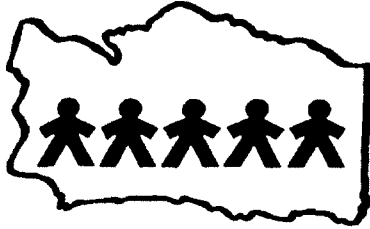
3204 AB 602 Special Education Fiscal Allocation Plan (*Continued*)

SBCSELPA Director, the LEA Special Education Administrator, and the SBCSELPA Clinical Mental Health Specialist (if deemed needed) to discuss the case.

4. For non-mental health eligible students, conference between the SELPA Director and LEA, administrator, and Regional program operator (if applicable) shall occur prior to the IEP to go over the case.

In order for ongoing SELPA shared funding to be provided for an NPS student placement, the LEA must commit to do the following:

1. Ensure that the student has access to STAR testing and other state mandated assessment, to include CAHSEE when appropriate;
2. Actively participate in IEPs and provide appropriate IEP paperwork for each six month IEP or other reviews as mandated by the IEP team. It is required that an LEA SPED administrator, psychologist, special education teacher, and regular education teacher (when transition back to a district or regional program is being considered) attend NPS IEP meetings. For high school age students, it is also required that a school counselor attend IEP meetings in order to speak to graduation requirements, etc.
3. Work collaboratively with SELPA Director to transition the student back to a placement within the continuum of options available in the SBCSELPA.



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

Date: January 9, 2012

To: SBCSELPA JPA Board

From: Jarice Butterfield, SBCSELPA Director

Re: Santa Barbara County Education Office (SBCEO) Regional Program Request for Additional Instructional Aide (IA) Support for the Severe and Profound (SH) program at Cabrillo High School

BACKGROUND:

- As per our Local Plan, regional program providers must make a request to the JPA Board if student numbers necessitate that a new program be opened or expanded.
- SBCSELPA guidelines recommend 18 hours of support for 8-10 students who attend the SH class more than 50% daily; the current staff to student ratio does not exceed the recommended guidelines, but due to the combination of significant needs for several students with severe disabilities (see attached request), SBCEO has submitted a request for 6.5 hours of additional IA time.
- Special education administrators and business officials reviewed the request and found it warranted.

FISCAL IMPACT: The estimated cost for an additional 6.5 hours of IA support is \$34,000.

RECOMMENDATIONS:

I recommend that the JPA Board approve 6.5 additional hours of IA support for the SH program at Cabrillo High School for the 2011-2012 school year.

JB:lf

Santa Barbara County
Special Education Local Plan Area..... *A Joint Powers Agency*

Regional Program Operator Request for Funding of Additional Support Staff

Program Operator: SBCEO		
Regional Program Type: Special Day Class/ SH Regional		
District:	School: Cabrillo High School	For 2011-2012 School Year
Teacher Name: Tracy Akins	Current Class Size: 10	Age Range: 16-21
If request is for CTE; how many of the students are in the CTE class 50% or more of their day:		
Reason for additional request (check all appropriate boxes):		
<input checked="" type="checkbox"/> To meet the needs of a student with a low incidence disability	<input type="checkbox"/> The need is associated with legal issues	
<input checked="" type="checkbox"/> To assist a student with severe behavioral problems	<input checked="" type="checkbox"/> Staff ratio in individual classroom(s)	
Support staff being requested/pages to complete: <input checked="" type="checkbox"/> Aide Time (pgs.1-3) <input type="checkbox"/> Signing Aide (pg.1)		
<input type="checkbox"/> Signing Interpreter (pg.1) <input type="checkbox"/> Transcriber (pg.1) <input type="checkbox"/> Other (pgs.1-3)		
Number of additional support staff hours requesting per day: 6.5		Estimated cost for requested support staff: \$34,000

(complete this student information if request is for a specific student)

Student First Initial :	Last Initial:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Age:	Grade:
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Regional Program Operator Request for Funding of Additional Support Staff

Current Local Plan staffing ratio guidelines for this program:		
Current Support Staff (ex: program aide, additional aide, one on one, etc)	TotalHours/Schedule (ex. 15hrs Mon-Fri 9-12)	Duties
3 Instructional Assistants	6.5 hrs/M-F; 7:00-2:00	Provides instructional assistance to individuals or small groups of students with severe disabilities. Assists students during classroom activities, lunch, physical education, and other school activities. Feeds students manually and/or via gastronomy tube. Assists with personal hygiene. Assists students with development and reinforcement of life skills such as purchasing and preparing food, negotiating transportation between school and home, work, and community-based services. Assists teachers by setting up work areas. Accompanies students going from one location to another. Observes, monitors, and controls behavior of students within approved procedures; supervision of students. Assists students with developing independent travel and mobility skills, community-based vocational training, and preparation for on-going employment. May coordinate services with job coaching or vocational advisors. Assures student safety. Places students in wheelchairs, stands, wedges and other equipment or devices that enhance mobility. Loads students onto buses, therapeutic tables, and toilets. Performs other duties as assigned that support the overall objective of the position.

Regional Program Operator Request for Funding of Additional Support Staff

Provide a narrative explanation of the reason for the additional support staff request (do not use student names; use initials if needed): This request is based on a combination of significant needs for several students with severe disabilities.

Overview: Of the ten students in the classroom, five are in wheelchairs. Three students require g-tube feedings. Three male students have significant aggressive and self-injurious behaviors. All students are either diapered, or require assistance with toileting routines, and the students are assisted with toileting three times per day. Two female students require two staff to assist with lifting during toileting. Six of the ten students are in the Community-Based program, while the other four are in the High School program. Eight of the ten students have IEP goals which require staff to accompany them into the community.

Two 11th grade male students have significant behavioral challenges. One engages in yelling, running away, pinching, elbowing, slapping, kicking, pushing, and hitting. This student was previously at a school in Santa Barbara, where he required 1:1 support for the safety of himself and others. Data collected over the past six months indicates that this student engaged in an average of 14 episodes of hitting each day. This student has a history of seizures and requires toileting support and changing.

The other 11th grade male student engages in hitting, kicking, throwing objects, charging others in an attempt to inflict physical harm, bolting from the room, and pushing over furniture. His aggressions are targeted toward staff and other students, and occur on a daily basis. This student can also be self-abusive by hitting walls with his elbow and/or head. His aggressive behaviors are not always predictable. He has attacked general education students. He will throw or swipe food off of the desk or out of staff hands, and therefore he requires 1:1 assistance with feeding and drinking during breakfast and lunch. He is diapered, and has a history of disrobing in public. Both young men require the supervision of two staff members at all times for their safety, as well as that of the other students in the class.

A third student (aged 20) is frequently disruptive in class. He requires constant monitoring with most activities. His disruptive behaviors are more easily managed out of the classroom, and therefore he is frequently taken into the community, which requires the supervision of a staff member. In addition, this student has a history of seizures and has a Vagus Nerve Stimulator. He requires full assistance with toileting.

Three students in the classroom receive g-tube feedings. One is spoon-fed for 30 minutes, followed by 60 minutes for a g-tube feeding, thus requiring one staff member to assist her for 90 minutes. A second student receives water via g-tube in the morning, and is fed via g-tube at lunchtime. A third student is fed both by mouth and via g-tube. She requires monitoring in a stander for a period of time each day. This student has a history of seizures, and can be self-injurious when upset. Another student needs 1:1 assistance with eating.

All students in the class use communicative technology switches, VOCAs, adapted computer devices, and eye gaze programs. Several students require two-person physical lifts and transfers in and out of equipment. Extensive support is required to work toward goals and to meet the basic needs of the students in this classroom. Some goals requiring community-based activities are not addressed regularly, as the class lacks sufficient staff to ensure the safety of all students on community outings.

Regional Program Operator Request for Funding of Additional Support Staff

Provide a plan or an IEP goal (must be measurable) that includes criteria for fading the additional support staff: This request for additional support staff is not to meet the particular goal of a single student, but to support the needs of the entire class.

2011-12 Year To Date SELPA Legal Fees (Allocation to Districts)

	Carryover Funding	2011-12 Allocation	Expended to Date 2011-12	Balance
Carpinteria	\$ (10.21)	\$ 5,330.00	\$ 1,386.00	\$3,933.79
Family Partnership Charter	\$ 10,000.00	\$ 1,175.00	\$ -	\$11,175.00
Goleta	\$ 32,816.00	\$ 8,547.00	\$ 6,012.00	\$35,351.00
Guadalupe	\$ 10,000.00	\$ 2,601.00	\$ 2,730.00	\$9,871.00
Hope	\$ 7,148.50	\$ 2,282.00	\$ 2,380.00	\$7,050.50
Lompoc	\$ 48,781.81	\$ 22,695.00	\$ 69.00	\$71,407.81
Orcutt	\$ 240.00	\$ 11,467.00	\$ -	\$11,707.00
Santa Ynez Valley Consortium	\$ 26,525.00	\$ 5,860.00	\$ 97.00	\$32,288.00
SBCEO - Direct Service	\$ 35,727.83	\$ 4,776.00	\$ 32,722.94	\$7,780.89
Santa Barbara Unified	\$ -	\$ 35,181.00	\$ 15,615.75	\$19,565.25
Santa Maria JUHSD	\$ 53,785.59	\$ 17,358.00	\$ 3,514.80	\$67,628.79
Santa Maria-Bonita	\$ 120,990.50	\$ 32,728.00	\$ 13,560.00	\$140,158.50
	\$ 346,005.02	\$ 150,000.00	\$ 78,087.49	\$417,917.53

Payments to date to individual legal firms:

Dannis Woliver	\$	69.00
Fagen Friedman Fulfrost	\$	3,692.80
Leibert Cassidy	\$	-
Melissa Hatch	\$	20,682.75
Lozano Smith	\$	-
Reimbursements to Districts	\$	53,642.94

2011-12 YEAR TO DATE SELPA LEGAL FEES (RESERVE)

	YTD Expenditures General SELPA
July	\$ -
August	\$ 6,909.00
September	\$ 7,310.55
October	\$ 5,091.00
November	\$ 8,029.00
December	\$ 216.00
January	\$ -
February	\$ -
March	\$ -
April	\$ -
May	\$ -
June	\$ -
TOTAL	\$ 27,555.55
ENDING BALANCE	\$ 297,444.45

Payments to Law Firms:

Dannis Woliver Kelley	\$ -
Fagen Friedman Fulfrost	\$ 3,049.00
Law Office of Melissa Hatch	\$ 24,063.75
Liebert Cassidy Whitmore	\$ 442.80
Lozano Smith	\$ -

DISTRICT 71		SANTA BARBARA SELPA		FUND 01 General Fund		PERIOD ENDING 11/30/11	
FOR MONTH OF NOVEMBER		CURRENT		YEAR-TO-DATE		ENCUMBRANCES	
OBJECT	DESCRIPTION	BEG BALANCE/ ADJ. BUDGET (1)	TRANSACTS (2)	TRANSACTIONS (3)	(4)	BALANCE AVAILABLE (5)	PERCENT REMAINING (col. 5/1)
9110	CASH IN COUNTY TREASURY	3,992,150.65	1,306,767.35	470,493.14	.00	4,462,643.79	
9111	INVESTMENT VALUATION ADJUSTMNT	.00	.00	.00	.00	.00	
912X	CASH IN BANKS	.00	.00	.00	.00	.00	
913X	REVOLVING CASH FUND/FISCAL AGT	.00	.00	.00	.00	.00	
914X	CASH AWAITING DEPOSIT	.00	.00	.00	.00	.00	
915X	INVESTMENTS	.00	.00	.00	.00	.00	
92XX	ACCOUNTS RECEIVABLE	1,273,044.85	.00	1,273,044.85	.00	.00	
931X	DUE FROM OTHER FUNDS	.00	.00	.00	.00	.00	
932X	STORES	.00	.00	.00	.00	.00	
933X	PREPAID EXPENSE	.00	.00	.00	.00	.00	
934X	OTHER CURRENT ASSETS	.00	.00	.00	.00	.00	
9XXX	FIXED ASSETS	.00	.00	.00	.00	.00	
	TOTAL ASSETS	5,265,195.50	1,306,767.35	802,551.71	.00	4,462,643.79	
95XX	ACCOUNTS PAYABLE	1,631,151.32	.00	1,631,151.32	.00	.00	
961X-962X	DUE OTHER FUNDS/AGENCIES	.00	.00	.00	.00	.00	
964X	CURRENT LOANS	.00	.00	.00	.00	.00	
965X	DEFERRED REVENUE	.00	.00	.00	.00	.00	
96XX	OTHER LIABILITIES	.00	.00	.00	.00	.00	
	TOTAL LIABILITIES	1,631,151.32	.00	1,631,151.32	.00	.00	
	FUND BAL (BEG-BAL/ACTUAL)	3,634,044.18				4,462,643.79	
9791-9799	NET BEGINNING BALANCE	3,634,044.18	.00	3,634,044.18	.00	3,634,044.18	
8010-8099	REVENUE LIMIT SOURCES	.00	.00	.00	.00	.00	0.00
8100-8299	FEDERAL REVENUE	19,020.00	.00	191,390.00	.00	172,370.00	0.00
8300-8599	STATE REVENUE	41,133.00	1,453,700.00	1,558,155.52	.00	1,517,022.52	0.00
8600-8799	LOCAL REVENUE	79,000.00	25,697.33	62,585.27	.00	141,585.27	179.22
8910-8999	OTHER SOURCES	.00	.00	.00	.00	.00	0.00
	TOTAL REVENUE	139,153.00	1,479,397.33	1,686,960.25	.00	1,547,807.25	0.00
1000-1999	CERTIFICATED SALARIES	315,360.00	26,279.99	131,399.99	.00	183,960.01	58.33
2000-2999	CLASSIFIED SALARIES	127,074.00	17,222.08	65,192.74	.00	61,881.26	48.70
3000-3999	EMPLOYEE BENEFITS	117,336.00	11,579.97	59,211.42	.00	58,124.58	49.54
4000-4999	BOOKS AND SUPPLIES	191,314.00	6,962.21	27,733.26	.00	163,580.74	85.50
5000-5999	SERVICES, OTHER OPERATING EXP.	637,906.00	110,585.73	574,823.23	.00	63,082.77	9.89
6000-6999	CAPITAL OUTLAY	.00	.00	.00	.00	.00	0.00
7000-7299	OTHER OUTGO	30,000.00	.00	.00	.00	30,000.00	100.00
7300-7399	DIRECT SUPPORT/INDIRECT COSTS	.00	.00	.00	.00	.00	0.00
7410-7499	OTHER OUTGO	.00	.00	.00	.00	.00	0.00
7610-7699	OTHER USES	.00	.00	.00	.00	.00	0.00
	TOTAL EXPENSE	1,418,990.00	172,629.98	858,360.64	.00	560,629.36	39.51
9711-9790	FUND BAL (BUDGET/ACTUAL) COMPONENTS OF ENDING BALANCE	2,354,207.18		4,462,643.79			

