



## Solano County Special Education Local Plan Area

Participants:  
Benicia Unified School District  
Dixon Unified School District  
Fairfield-Suisun Unified School District  
Travis Unified School District  
Vacaville Unified School District  
Solano County Office of Education

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### SELPA Governance and Finance Committee Meeting

Wednesday, October 16, 2019

9:00 – 11:00 a.m.

SCOE – Blue Rock Springs Room

- |  |                        |
|--|------------------------|
| 1. Call to Order   | Action                 |
| 2. Approve Agenda  | Action                 |
| 3. Approve Minutes of September 18, 2019   | Action                 |
| 4. Public Comment<br>Members of the public wishing to address any item listed on the agenda are asked to submit a Request to Speak form to the Assistant Superintendent of the SELPA at the opening of the meeting. Speakers are requested to limit their comments to three (3) minutes. Public Comment will be limited to a combined total of 15 minutes. |                        |
| 5. SELPA Reports   |                        |
| 5.1. Nonpublic School (NPS) Expenditure Update   | Information            |
| 5.2. Legal Pool Update   | Information            |
| 5.3. Legal Education Fund Update   | Information            |
| 5.4. Mental Health as a Related Service (MHRS) Pool Update   | Information            |
| 6. SELPA Business  |                        |
| 6.1. Local Plan and Procedural Manual Update   | Information            |
| 7. SCOE Reports  |                        |
| 7.1. 2019-2020 SCOE Transportation Budget  | Information/Discussion |

Next Meeting: Wednesday, November 13, 2019  
Location: SCOE – Blue Rock Springs Room

**SELPA GOVERNANCE AND FINANCE COMMITTEE  
SEPTEMBER 18, 2019  
MEETING MINUTES**

**1. Call to Order:** Andrew Ownby opened the meeting announcing that beginning in 2019-20, the SELPA Governance and Finance Committee meetings will be conducted in accordance with the Brown Act. The meeting was called to order at 9:00 a.m.

**In Attendance:**

|                           |                        |                           |
|---------------------------|------------------------|---------------------------|
| Andrew Ownby, SELPA       | Russ Barrington, SELPA | Imelda Ambrad, FSUSD      |
| Trudy Barrington, TUSD    | Deanna Brownlee, TUSD  | Kelly Burks, VUSD         |
| Siobhan Dill, SCOE        | Michelle Henson, FSUSD | Becky Lentz, SCOE         |
| Kim Parrott, DUSD         | Carolyn Patton, BUSD   | Tim Rahill, BUSD          |
| Dorothy Rothenbaum, FSUSD | Laurel Schrader, VUSD  | Jennifer Stahlheber, VUSD |
| Monique Stovall, DUSD     |                        |                           |

**2. Approval of Agenda**

Tim Rahill made the motion to approve the agenda as submitted. Jennifer Stahlheber seconded the motion, which passed unanimously.

**3. Approval of Minutes from May 15, 2019**

Carolyn Patton made the motion to approve the minutes as presented from the May 15, 2019 meeting. Deanna Brownlee seconded the motion, which passed unanimously.

**4. Public Comment** – There was no public comment.

**5. SELPA Reports**

5.1 Nonpublic School (NPS) Expenditure Report – Data reflecting invoices received through the month of July for extended school year (ESY) were reviewed. No questions or concerns reported.

5.2 Legal Pool Update – Data reflecting invoices received through July were reviewed. No questions or concerns reported.

5.3 Legal Education Fund Update – 156 hours remain available for Fagen Friedman & Fulfroast. No questions or concerns reported.

5.4 Mental Health as a Related Service (MHRS) Pool Update – Russ Barrington reviewed the MHRS report with the group. No questions or concerns reported.

**6. SELPA Business**

6.1 Revised SELPA Funding Models – Based on the direction of the Council of Superintendents (COS) at the August 22, 2019 meeting, the SELPA prepared revised funding models for the Governance and Finance Committee's review. These reports will be presented to the COS at the September 26, 2019 meeting.

6.2 Local Plan and Procedural Manual Update – Andrew Ownby reported that the California Department of Education (CDE) has not released the template as it is still under development. Andrew noted that the COS has added two revisions to the SELPA Local Plan to include a mid-year check-in for the Assistant

Superintendent's performance evaluation and to eliminate the ability to send a substitute in the event a Superintendent is unable to attend a COS meeting.

## **7. SCOE Reports**

7.1 2018-2019 SCOE Special Education Report – Becky Lentz reviewed SCOE's year-end report with the group. No questions or concerns reported.

7.2 2019-2020 SCOE Transportation Budget – SCOE is actively working on completing the 2019-20 Transportation Budget. SCOE will provide the budget at the next Governance and Finance Committee meeting on October 16, 2019.

The meeting was adjourned at 9:50 a.m.

Minutes submitted by Monica Hurtado. Reviewed by Russ Barrington and Andrew Ownby.

PENDING APPROVAL

# NPS Costs 2019 - 2020

| Student Count |                                     | 10/9/2019 | End of Year Estimate |
|---------------|-------------------------------------|-----------|----------------------|
| <b>BUSD</b>   |                                     |           |                      |
| 2             | Sierra School of Solano County      | 8,780     | 70,240               |
| 1             | Wellspring Educational Services     | 6,217     | 68,389               |
|               | CCHAT Center - Sacramento           | 2,048     | 2,048                |
| 1             | Anova Center for Edcaiton           | 1,048     | 25,152               |
| 2             | Spectrum Center, Inc                | 12,045    | 96,359               |
| 6             |                                     | 30,138    | 262,188              |
| <b>DUSD</b>   |                                     |           |                      |
| 2             | Sierra School at Eastern Extension  | 7,089     | 56,710               |
| 2             | Sierra School of Solano County      | 9,349     | 74,792               |
| 1             | Capital Autism Services - Land Park | 14,790    | 118,324              |
|               | CCHAT Center - Sacramento           | 2,194     | 2,194                |
| 1             | Point Quest Education - Sacramento  | 2,002     | 14,683               |
| 1             | Sierra School - Marconi             | 4,313     | 34,500               |
| 7             |                                     | 39,737    | 301,203              |
| <b>FSUSD</b>  |                                     |           |                      |
| 15            | Sierra School of Solano County      | 47,529    | 475,285              |
| 2             | Anova Center for Edcaiton           | 6,812     | 49,955               |
|               | Cypress School                      | 26,724    | 26,724               |
| 6             | Point Quest Education - Sacramento  | 36,987    | 295,892              |
| 23            | Spectrum Center, Inc                | 151,475   | 1,024,683            |
|               | Star Academy                        | 2,200     | 2,200                |
| 46            |                                     | 271,726   | 1,874,739            |
| <b>TUSD</b>   |                                     |           |                      |
| 1             | Sierra School at Eastern Extension  | 4,528     | 36,220               |
| 3             | Sierra School of Solano County      | 8,550     | 85,500               |
| 2             | Anova Center for Edcaiton           | 8,908     | 106,896              |
|               | Point Quest Education - Sacramento  | 1,697     | 1,697                |
| 10            | Spectrum Center, Inc                | 73,651    | 589,206              |
| 16            |                                     | 97,333    | 819,519              |
| <b>VUSD</b>   |                                     |           |                      |
| 1             | Sierra School at Eastern Extension  | 4,413     | 40,731               |
| 5             | Sierra School of Solano County      | 14,443    | 144,425              |
| 2             | A Better Chance School              | 30,868    | 185,208              |
| 2             | Capital Autism Services - Land Park | 18,072    | 127,569              |
|               | CCHAT Center - Sacramento           | 2,194     | 2,194                |
| 4             | Point Quest Education - Sacramento  | 21,298    | 150,340              |
| 3             | Sierra Lower School                 | 7,165     | 78,814               |
| 1             | Sierra School Marconi               | 2,873     | 31,598               |
| 12            | Spectrum Center, Inc                | 90,294    | 541,765              |
| 30            |                                     | 191,619   | 1,302,642            |
| 105           | <i>Expenditures:</i>                | 630,553   | 4,560,290            |

| <b>2019-2020 NPS EXPENDITURE UPDATE - <i>October 2019</i></b>                              |                     |                  |                                |
|--|---------------------|------------------|--------------------------------|
| <b><u>Expenditures:</u></b>  | <b>19/20 Budget</b> | <b>10/9/2019</b> | <b>Projected as of 6/30/19</b> |
| Non-Public School (NPS):   | 4,557,447           | 630,553          | 4,558,447                      |
| Parent Visitations (per IEP):  | 1,000               | -                | 1,000                          |
| <b>TOTAL:</b>  | <b>4,558,447</b>    | <b>630,553</b>   | <b>4,559,447</b>               |
| <b><u>Direct District Contribution:</u></b>  |                     |                  |                                |
| BUSD - 4.78%   | 392,981             | 30,138           | 217,876                        |
| DUSD - 6.3%  | 280,552             | 39,737           | 287,270                        |
| FSUSD - 43.09%   | 1,931,175           | 271,726          | 1,964,385                      |
| TUSD - 15.44%  | 675,296             | 97,333           | 703,648                        |
| VUSD - 30.39%  | 1,278,443           | 191,619          | 1,385,268                      |
|  | <b>4,558,447</b>    | <b>630,553</b>   | <b>4,558,447</b>               |
| <b>** Direct District Contribution is charged back to districts based on actual usage.</b> |                     |                  |                                |

SELPA Governance and Finance Committee 10/16/19  
Item #5.2

|  |               |               |              |              |               |              |              |
|--|---------------|---------------|--------------|--------------|---------------|--------------|--------------|
| Repayments to pool:                        | \$ -          | \$ 853.00     | \$ 138.00    | \$ -         | \$ 1,996.00   | \$ -         | \$ 2,987.00  |
| SELPA distribution to LEAs per 18-19 ADA%: | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          | \$ -         |              |
| Total usage of pool:                       | \$ 6,994.00   | \$ (853.00)   | \$ 83.98     | \$ 47.00     | \$ 13,240.00  | \$ -         | \$ 19,511.98 |
| <b>Percent of pool usage:</b>              | <b>35.84%</b> | <b>-4.37%</b> | <b>0.43%</b> | <b>0.24%</b> | <b>67.86%</b> | <b>0.00%</b> | \$ 22,498.98 |

**TOTAL REMAINING:           \$ 291,597.00**

## Solano County SELPA

10/8/2019

## 2019-2020 MHRS POOL UPDATE - *October 2019*

| Revenues & Fund Balance:                       |  | 19/20 Budget     | Projected as of 6/30/20 |                         |
|--|--|------------------|-------------------------|-------------------------|
| 18/19 Ending Balance                           |  | 915,191          |                         | 915,191                 |
| 18/19 CARE Clinic Development (ending balance) |  | 1,515,642        |                         | 1,515,642               |
| <i>Subtotal:</i>                               |  | 2,430,833        |                         | 2,430,833               |
| 18/19 IDEA MH (RS 3327) Award                  |  | 530,909          |                         | 530,909                 |
| 18/19 Prop 98 (RS 6512) Award                  |  | 2,879,604        |                         | 2,879,604               |
| <i>Subtotal:</i>                               |  | 3,410,513        |                         | 3,410,513               |
| <b>TOTAL:</b>                                  |  | <b>5,841,346</b> |                         | <b>5,841,346</b>        |
| <u>Expenditures:</u>                           |  | 19/20 Budget     | As of 10/9/19           | Projected as of 6/30/20 |
| 19/20 - CARE Clinic Non-medicare Eligible      |  | 500,000          | 61,000                  | 500,000                 |
| <i>Subtotal:</i>                               |  | 500,000          | 61,000                  | 500,000                 |
| District MH Allocation (RS 6512)               |  | 3,379,604        | -                       | 3,379,604               |
| District MH Allocation (RS 3327)               |  | 503,909          | -                       | 530,909                 |
| SCOE JDF MH                                    |  | 30,000           | -                       | 30,000                  |
| SELPA MH Expenses                              |  | 19,000           | 7,500                   | 19,000                  |
| Residential Placements (2 placements)          |  | 300,000          | -                       | 300,000                 |
| <i>Subtotal:</i>                               |  | 4,232,513        | 7,500                   | 4,259,513               |
| <b>TOTAL:</b>                                  |  | <b>4,732,513</b> | <b>68,500</b>           | <b>4,759,513</b>        |
| <i>Projected Ending Balance:</i>               |  |                  |                         | 1,081,833               |
| <i>19/20 CARE Clinic Ending Balance</i>        |  |                  |                         | 1,015,642               |
| <i>19/20 Undesignated Fund Balance</i>         |  |                  |                         | 66,191                  |



**Mental Health as a Related Service**  
**2019 - 2020**  
**Sierra School of Solano County**

| Student Count        |                        | As of 10/9/19 | End of Year Estimate |
|----------------------|------------------------|---------------|----------------------|
| <b>BUSD</b>          |                        |               |                      |
| 1                    | Day Treatment          | 2,863.74      | 16,752.88            |
| 0                    | Residential Placement  | -             | -                    |
|                      |                        | \$ 2,863.74   | \$ 16,752.88         |
| <b>DUSD</b>          |                        |               |                      |
| 1                    | Day Treatment          | 2,470.78      | 16,471.87            |
| 0                    | Residential Placements | -             | -                    |
|                      |                        | \$ 2,470.78   | \$ 16,471.87         |
| <b>FSUSD</b>         |                        |               |                      |
| 5                    | Day Treatment          | 13,155.22     | 76,958.04            |
| 0                    | Residential Placements | -             | -                    |
|                      |                        | \$ 13,155.22  | \$ 76,958.04         |
| <b>SCOE - JDF</b>    |                        |               |                      |
| 0                    | Outpatient             | -             | -                    |
|                      |                        | \$ -          | \$ -                 |
| <b>TUSD</b>          |                        |               |                      |
| 1                    | Day Treatment          | 1,322.70      | 14,549.70            |
| 0                    | Residential Placements | -             | -                    |
|                      |                        | \$ 1,322.70   | \$ 14,549.70         |
| <b>VUSD</b>          |                        |               |                      |
| 2                    | Day Treatment          | 5,342.22      | 31,251.99            |
| 0                    | Residential Placements | -             | -                    |
|                      |                        | \$ 5,342.22   | \$ 31,251.99         |
| <b>Expenditures:</b> |                        |               |                      |
|                      |                        | \$ 25,154.66  | \$ 155,984.47        |

## SCOE TRANSPORTATION

### 2019/2020 TRANSPORTATION BUDGET

|                                     | 2018/2019 Adopted<br>Budget | 2018/2019 Revised<br>Budget | 2019/2020<br>Projected Budget | Proposed Inc (Dec)<br>Adopted | Proposed Inc (Dec)<br>Revised |
|-------------------------------------|-----------------------------|-----------------------------|-------------------------------|-------------------------------|-------------------------------|
| <b>Revenue:</b>                     |                             |                             |                               |                               |                               |
| Apportionment                       | 937,834                     | 937,834                     | 937,834                       | -                             | -                             |
| SCOE Contribution<br>to Indirect>5% |                             |                             | 79,279                        | 79,279                        | 79,279                        |
| <b>Revenue Total</b>                | <b>937,834</b>              | <b>937,834</b>              | <b>1,017,113</b>              | <b>79,279</b>                 | <b>(858,555)</b>              |
| <b>Expenditures:</b>                |                             |                             |                               |                               |                               |
| 2000 Classified                     | 735,681                     | 769,268                     | 820,653                       | 84,972                        | 51,385                        |
| 3000 Benefits                       | 330,409                     | 339,003                     | 441,123                       | 110,714                       | 102,120                       |
| 4000 Books/Supplies                 | 162,212                     | 108,225                     | 198,075                       | 35,863                        | 89,850                        |
| 5000 Services/Other                 |                             |                             |                               |                               |                               |
| Operating Exp                       | 198,218                     | 252,733                     | 209,174                       | 10,956                        | (43,559)                      |
| 6000 Capital Outlay                 | -                           | -                           | -                             | -                             | -                             |
| 7000 Other Outgo                    | 104,445                     | 105,003                     | 194,272                       | 89,827                        | 89,269                        |
| <b>Expenditures Total</b>           | <b>1,530,965</b>            | <b>1,574,232</b>            | <b>1,863,297</b>              | <b>332,332</b>                | <b>289,065</b>                |
| Reserve                             | 45,929                      | 45,929                      | 53,521                        | 7,592                         | 7,592                         |
| <b>Total</b>                        | <b>1,576,894</b>            | <b>1,620,161</b>            | <b>1,916,818</b>              | <b>339,924</b>                | <b>296,657</b>                |

Note: 19/20 Budget includes the addition 2 Bus Drivers and one time cost of Zpass and GPS Installation

# 19/20 Transportation Budget

SELPA Governance and Finance Committee 10/16/19

Item #7.1

| Annual Mileage Off the Top Distribution of Excess Cost Only With Intra-District Students Direct Billed |  |              |       |       |       |       |       |       |       |       |       |       |       |                      |              |                                       |
|--|--|--------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|----------------------|--------------|---------------------------------------|
| Fiscal Year  | A  | B            | C     | D     | E     | F     | G     | H     | I     | J     | K     | L     | M     | N                    | O            | P                                     |
| 1 2018-19  | Excess Cost Calculation  | Jul          | Aug   | Sep   | Oct   | Nov   | Dec   | Jan   | Feb   | Mar   | Apr   | May   | Jun   | Mileage Annual Total |              |                                       |
| 2  |  |              |       |       |       |       |       |       |       |       |       |       |       |                      |              |                                       |
| 3  | Total Expenditure  | 1,916,818.00 |       |       |       |       |       |       |       |       |       |       |       |                      |              |                                       |
| 4  | Total Mileage  | 43,306       |       |       |       |       |       |       |       |       |       |       |       |                      |              |                                       |
| 5  | Cost Per Mile =A3/A4   | 44.26        |       |       |       |       |       |       |       |       |       |       |       |                      |              |                                       |
| 6  | Intra-District Transported Students Miles From and To Bus Yard and Cost Allocation |              |       |       |       |       |       |       |       |       |       |       |       |                      |              | Intra-District Transport Cost =N#x A5 |
| ID 7   | BUSD   | -            | -     | -     | -     | -     | -     | -     | -     | -     | -     | -     | -     | -                    | -            | 0                                     |
| ID 8   | DUSD   | -            | -     | -     | -     | -     | -     | -     | -     | -     | -     | -     | -     | -                    | -            | -                                     |
| ID 9   | FSUSD  | -            | 308   | 308   | 308   | 252   | 244   | 244   | 184   | 220   | 252   | 252   | 250   | 2,822                | 124,901.72   |                                       |
| ID 10  | TUSD   | -            | -     | -     | -     | -     | -     | -     | -     | -     | -     | -     | -     | -                    | -            |                                       |
| ID 11  | VUSD   | -            | 178   | 152   | 152   | 130   | 130   | 130   | 152   | 152   | 152   | 152   | 232   | 1,712                | 75,773.12    |                                       |
| 12   | Sub Total  | -            | 486   | 460   | 460   | 382   | 374   | 374   | 336   | 372   | 404   | 404   | 482   | 4,534                | 200,674.84   |                                       |
| 13   | Remaining Total Cost =A3-O12   |              |       |       |       |       |       |       |       |       |       |       |       |                      | 1,716,143.16 |                                       |
| 14   | Total Rev  |              |       |       |       |       |       |       |       |       |       |       |       |                      | 937,834.00   |                                       |
| 15   | SCOE Contribution  |              |       |       |       |       |       |       |       |       |       |       |       |                      | 79,279.00    |                                       |
| 16   | Excess Costs =O13-O14 (if Zero then Zero)  |              |       |       |       |       |       |       |       |       |       |       |       |                      | 699,030.16   |                                       |
| 17   | Out of District Transported Students Distribution of Excess Costs                  |              |       |       |       |       |       |       |       |       |       |       |       |                      |              | Distribution Excess Cost              |
| 18   |  |              |       |       |       |       |       |       |       |       |       |       |       |                      |              | =N#/N22 =O#xO15                       |
| OD 19  | BUSD   | -            | 642   | 544   | 544   | 586   | 586   | 586   | 544   | 544   | 544   | 622   | 622   | 6,364                | 16.41%       | 114,738.81                            |
| OD 20  | DUSD   | -            | 584   | 736   | 736   | 938   | 938   | 1,020 | 946   | 1,016 | 1,224 | 1,224 | 1,224 | 10,586               | 27.30%       | 190,856.20                            |
| OD 21  | FSUSD  | -            | 510   | 510   | 538   | 510   | 510   | 710   | 742   | 742   | 836   | 884   | 884   | 7,376                | 19.02%       | 132,983.50                            |
| OD 22  | TUSD   | -            | 312   | 282   | 282   | 332   | 332   | 472   | 408   | 450   | 428   | 502   | 534   | 4,334                | 11.18%       | 78,137.59                             |
| OD 23  | VUSD   | -            | 730   | 730   | 730   | 902   | 902   | 1,040 | 928   | 1,036 | 1,058 | 1,028 | 1,028 | 10,112               | 26.08%       | 182,314.06                            |
| 24   | Sub Total  | -            | 2,778 | 2,802 | 2,830 | 3,268 | 3,268 | 3,828 | 3,568 | 3,788 | 4,090 | 4,260 | 4,292 | 38,772               | 100.00%      | 699,030.16                            |
| 25   | Grand Totals   | -            | 3,264 | 3,262 | 3,290 | 3,650 | 3,642 | 4,202 | 3,904 | 4,160 | 4,494 | 4,664 | 4,774 | 43,306               |              |                                       |
| 26   |  |              |       |       |       |       |       |       |       |       |       |       |       |                      |              |                                       |
| 27   | Cost per Annual Mileage Allocated to Districts =P23/N23                            |              |       |       |       |       |       |       |       |       |       |       |       |                      | 18.03        |                                       |

Note: Estimates based on 18/19 Ridership