



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

SELPA Governance and Finance Committee Meeting

Wednesday, June 17, 2020

9:00 – 11:00 a.m.

Zoom Videoconference

This meeting is being held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All members may attend remotely by videoconference.

Join Zoom Meeting:

<https://solanocoe.zoom.us/j/96400540746?pwd=eEc2cGpGd3g0N2xSMVh1eWVKc3doQT09>

Meeting ID: 964 0054 0746

Password: 347878

Dial-in: (669) 900-9128

- | | |
|---|-------------|
| 1. Call to Order | Action |
| 2. Approve Agenda | Action |
| 3. Approve Minutes of May 20, 2020 | Action |
| 4. Public Comment | |
| Members of the public wishing to address any item listed on the agenda are asked to submit their request using the "Chat" feature within the Zoom virtual 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. Mental Health as a Related Service (MHRS) Pool Update | Information |
| 5.3. Legal Pool Update | Information |
| 5.4. Legal Education Fund Update | Information |
| 6. SELPA Business | |
| 6.1. Solano County SELPA Procedural Manual | Information |
| 6.2. California Children's Services (CCS) – Medical Therapy Unit (MTU) | Information |
| 6.3. Deaf / Hard-of-Hearing Elementary Program | Discussion |
| 7. Governance and Finance Committee Member Requests | |
| 7.1. Benicia Unified School District – Cash Flow Schedule | Information |
| 8. SCOE Reports | |
| 8.1. Interagency Rents and Leases Agreement with LEAs | Discussion |

Next Meeting: **Wednesday, September 16, 2020**

Any writings or documents that are public records and are provided to the SELPA Governance and Finance Committee regarding an item on this agenda will be made available for public inspection in the Solano County SELPA office located at 5100 Business Center Dr., Fairfield, CA during normal business hours. In addition, such writings and documents may be posted on the SELPA's website at www.SolanoCountySELPA.net

**SELPA Governance and Finance Committee
May 20, 2020
Minutes**

1. Call to Order: Andrew Ownby called the meeting to order at 9:00 a.m.

This meeting was held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. Any or all board members may attend the meeting by videoconference or by phone.

In attendance:

Andrew Ownby, SELPA	Russ Barrington, SELPA	Imelda Ambrad, FSUSD
Trudy Barrington, TUSD	Sasha Begell, VUDS	Deanna Brownlee, TUSD
Kelly Burks, VUSD	Siobhan Dill, SCOE	Becky Lentz, SCOE
Gabriel Moulaison, TUSD	Kim Parrott, DUSD	Tim Rahill, BUSD
Dorothy Rothenbaum, FSUSD	Laurel Schrader, VUSD	Monique Stovall, DUSD
Tommy Welch, SCOE	Andrea Lemos, SCOE	

2. Approval of Agenda

Trudy Barrington made the motion to approve the agenda as presented. Monique Stovall seconded the motion, which passed unanimously.

3. Approval of Minutes from April 22, 2020

Trudy Barrington made the motion to approve the minutes as presented. Kelly Burks seconded the motion, which passed unanimously.

4. Public Comment – No public comment provided.

5. SELPA Reports

5.1. Nonpublic School (NPS) Expenditure Update – Information item. Andrew Ownby reported the SELPA has coordinated to fund nonpublic schools' daily rates as though school were in session and prorated based on students' prior attendance. No questions or concerns reported.

5.2. Mental Health as a Related Service (MHRS) Pool Update – Russ Barrington reviewed the projected end of year balance with the group and reported invoices will be sent to districts mid-July. No questions or concerns reported.

5.3. Legal Pool Update – Information item. No questions or concerns reported.

5.4. Legal Education Fund Update – Information Item. No questions or concerns reported.

6. SELPA Business

6.1. Local Plan and Procedural Manual Update – Andrew Ownby reviewed the sections related to SELPA finance in the proposed local plan and the local plan narrative. Andrew Ownby reported the Solano County SELPA is on schedule with its goal of approving the local plan on the CDE template by June 30, 2020. Andrew reminded the group to review Section B: Governance and Administration of the proposed

local plan and the local plan narrative, he encouraged feedback as soon as possible, prior to the Public Hearing scheduled to take place on May 28, 2020 for the COS' review and approval.

6.2. California Children's Services – Medical Therapy Unit (CCS MTU) – Andrew Ownby reported the City of Fairfield has submitted a contract for a potential site, which is currently under review. A walkthrough via video recording is being coordinated with the Department of Health Services and California Children's Services. Andrew will provide an update at the next COS meeting scheduled for May 28, 2020.

6.3. Deaf/Hard-of-Hearing Elementary Program – Siobhan Dill reported SCOE is closing the DHH program located at Green Valley Middle School as all students are matriculating into high school. The need to open a K-8 DHH program was discussed. This topic will continue to be a standing item for discussion on the Governance and Finance Committee agendas to provide a recommendation to the COS for the 2021-22 school year.

7. SCOE Reports

7.1. Special Education Financial Report – Information item. No questions or concerns reported.

7.2. 2020-21 Transportation Budget – Becky Lentz presented the transportation budget for the 2020-21 school year. Becky queried the group on their billing preference for the remainder of the year. Projections through end-of-year mileage and mileage based through the school closures were options requested for data presentation. These options will be brought to the Governance and Finance Committee for review at the first meeting of the 2020-21 school year, scheduled for September 16, 2020. The group will then provide recommendation to the COS on how the excess cost is going to be billed per district.

7.3. Interagency Rents and Leases Agreement with LEAs – The group continued their discussion on rents and leases agreements between SCOE and member-districts, including identifying discrepancies in the data reflected on the TUSD facilities report. After a lengthy discussion, the group identified a potential solution to mitigate future issues by discontinuing the funding of the rents and leases off-the-top of AB602 and billing for facilities and for member-districts to maintain facilities within their boundaries, while providing a space for SCOE to operate their moderate/severe programs. SCOE will present this billing model at a future meeting for the committee's review.

The meeting was adjourned at 10:21 a.m.

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

2019-2020 NPS FUND UPDATE - June 2020			
<u>Expenditures:</u>	19/20 Budget	6/9/2020	Projected as of 6/30/20
Non-Public School (NPS):	4,557,447	4,547,152	5,486,000
Parent Visitations (per IEP):	1,000	-	-
TOTAL:	4,558,447	4,547,152	5,486,000
<u>Direct District Contribution:</u>			
BUSD	392,981	165,208	192,628
DUSD	280,552	253,833	300,857
FSUSD	1,931,175	2,019,925	2,433,384
TUSD	675,296	678,179	819,109
VUSD	1,278,443	1,430,007	1,740,022
	4,558,447	4,547,152	5,486,000
** Direct District Contribution is charged back to districts based on actual pool usage.			

2019-2020 MHRs POOL UPDATE - June 2020

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	532,113		532,113
18/19 Prop 98 (RS 6512) Award	2,910,514		2,910,514
<i>Subtotal:</i>	3,442,627		3,442,627
TOTAL:	5,873,460		5,873,460
Expenditures:	19/20 Budget	5/13/2020	Projected as of 6/30/20
19/20 - CARE Clinic Non-medicare Eligible	500,000	335,500	335,500
<i>Subtotal:</i>	500,000	335,500	335,500
District MH Allocation (RS 6512)	3,410,514	-	3,410,514
District MH Allocation (RS 3327)	532,113	-	532,113
SCOE JDF MH	30,000	10,805	30,000
SELPA MH Expenses	19,000	7,900	7,900
Residential Placements (2 placements)	300,000	65,234	81,234
<i>Subtotal:</i>	4,291,627	83,939	4,061,761
TOTAL:	4,791,627	419,439	4,397,261
<i>Projected Ending Balance:</i>			1,476,199
<i>19/20 CARE Clinic Ending Balance</i>			1,180,142
<i>19/20 Undesignated Fund Balance</i>			296,057

Mental Health as a Related Service

2019 - 2020

Sierra School of Solano County

		As of 4/16/20	End of Year Estimate
BUSD			
1	Day Treatment	21,130.23	26,130.23
0	Residential Placement	-	-
		\$ 21,130.23	\$ 26,130.23
DUSD			
1	Day Treatment	17,068.10	21,068.10
0	Residential Placements	-	-
		\$ 17,068.10	\$ 21,068.10
FSUSD			
7	Day Treatment	134,544.71	169,044.71
1	Residential Placements	65,233.70	81,233.70
		\$ 199,778.41	\$ 250,278.41
SCOE - JDF			
0	Outpatient	-	-
		\$ -	-
TUSD			
1	Day Treatment	19,644.74	24,644.74
0	Residential Placements	-	-
		\$ 19,644.74	24,644.74
VUSD			
6	Day Treatment	71,588.33	90,588.33
0	Residential Placements	-	-
		\$ 71,588.33	\$ 90,588.33
Expenditures:		\$ 329,209.81	\$ 412,709.81

SELPA Governance and Finance Committee 6/17/2020
Item #5.3

Repayments to pool:		\$ 1,017.00	\$ 110.00	\$ 2,561.00	\$ 653.00	\$ 4,492.00	\$ -	\$ 8,833.00
SELPA distribution to LEAs per 18-19 ADA%:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total usage of pool:		\$ 8,634.00	\$ 1,422.00	\$ 36,329.58	\$ 16,286.07	\$ 59,506.20	\$ 2,853.00	\$ 125,030.85
Percent of pool usage:		6.91%	1.14%	29.06%	13.03%	47.59%	2.28%	\$ 133,863.85
		10.23%	7.68%	44.33%	11.29%	26.47%		

TOTAL REMAINING: \$ 181,383.23

2019-2020 Legal Education Breakdown by District - Fagen Friedman & Fulfrost (FFF)**Solano County SELPA**

Date	Month	Monthly Contract	SELPA	BUSD	DUSD	FSUSD	TUSD	VUSD	SCOE	Total hours used by month	Hours Remaining
19-20 Contribution (RS 3310)		\$ 36,000.00									
			160 Hours								
7/31/19	July	\$ 3,000.00	2.10	0.50	0.60	0.50	-	-	-	3.70	156.30
8/31/19	Aug	\$ 3,000.00	17.60	-	-	8.40	0.10	1.10	-	27.20	129.10
9/30/19	Sep	\$ 3,000.00	-	0.60	0.50	0.80	3.50	5.30	-	10.70	118.40
10/31/19	Oct	\$ 3,000.00	0.20	-	0.20	1.20	1.90	0.60	1.10	5.20	113.20
11/30/19	Nov	\$ 3,000.00	-	3.50	-	0.90	1.80	-	1.30	7.50	105.70
12/31/19	Dec	\$ 3,000.00	0.30	1.60	0.60	1.10	1.80	0.60	1.10	7.10	98.60
1/31/20	Jan	\$ 3,000.00	0.90	0.80	0.30	7.50	5.80	0.30	-	15.60	83.00
2/29/20	Feb	\$ 3,000.00	-	1.80	7.70	8.70	0.40	-	5.10	23.70	59.30
3/31/20	Mar	\$ 3,000.00	0.50	5.10	-	6.50	2.30	1.30	-	15.70	43.60
4/30/20	Apr	\$ 3,000.00	7.20	4.30	-	2.90	1.70	0.80	-	16.90	26.70
										-	
		Total	\$ 30,000.00	28.80	18.20	9.90	38.50	19.30	10.00	8.60	133.30
		Usage of hours to Date		21.61%	13.65%	7.43%	28.88%	14.48%	7.50%	6.45%	

	FY - 19/20		FY - 20/21										
Fund	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
AB602 ^{*1}	Balance Due w/P2 adjustments	5% of Advanced Apportionment	5% of Advanced Apportionment	9% of Advanced Apportionment	9% of Advanced Apportionment	9% of Advanced Apportionment	9% of Advanced Apportionment	9% of Advanced Apportionment	1/5 the balance due with P1 adjusments	1/5 the balance due with P1 adjusments	1/5 the balance due with P1 adjusments	1/5 the balance due with P1 adjusments	Balance Due w/P2 adjustments
IDEA (3310) ^{*2}		FY - 19/20 less Proportionate Share	Remaining IDEA (proportionate share)										FY - 20/21 less PPS (June/July)
IDEA (3315) ^{*2}			FY 19/20 Payment										
IDEA MHRS (3327) ^{*3}			FY 19/20 Payments										IDEA MHRS Expenditures through 3/31/21
AB114 MHRS ^{*4}			FY 19/20 Remaining AB114		FY20-21 50% AB114							FY20-21 25% AB114	

*1 - Information from CDE Website on Apportionment Payments Schedule

*2 - IDEA Grant funds are based on a reimbursement model and cannot be submitted until Grant Award Letter is received.

*3 - IDEA MHRS - Anticipate receiving sooner in future years as LEAs spend this resource first.

*4 - Based on current year distributions

20/21 Rents and leases

Impact if no longer charging facilities:

District	Rent (Revenue to)	Cost split	Cost	Difference	Net Impact	
BUSD	58,548	6.44%	32,470	26,078	loss	(district receives more in rent than their share of cost)
DUSD	64,114	6.74%	34,021	30,093	loss	(district receives more in rent than their share of cost)
FSUSD	200,649	45.81%	231,120	(30,471)	credit	(district pays more for rents than it receives)
TUSD	47,530	9.71%	48,980	(1,450)	credit	(district pays more for rents than it receives)
VUSD	109,678	31.31%	157,954	(48,276)	credit	(district pays more for rents than it receives)
Total	480,519					
Total w/indirect	504,545					

20/21 Rents and leases

Cost split of proposal of paying both sides of a trade (as provided by Tommy 5/20):

District	Increase	Cost split	Cost	Difference	Net Impact (cost)	
BUSD	-	6.44%	12,225	12,225	increase	(additional cost to district)
DUSD	35,208	6.74%	12,809	(22,399)	decrease	(increase in revenue to district)
FSUSD	45,367	45.81%	87,017	41,650	increase	(additional cost to district)
TUSD	39,986	9.71%	18,441	(21,545)	decrease	(increase in revenue to district)
VUSD	60,356	31.31%	59,470	(886)	decrease	(increase in revenue to district)
Total	180,917					
Total w/indirect	189,963					