



Agenda
Operational Steering Committee
November 1, 2023
7:30 am: Open Session
Marin County Office of Education
1111 Las Gallinas Ave, San Rafael, CA 94903

1.0 Call Public Session to Order

Becky Rosales, Chair, Superintendent, Miller Creek School District

Operational Steering Committee:

Area 1: Brett Geithman, Superintendent, Larkspur-Corte Madera School District

Area 1 includes Tamalpais UHSD, Larkspur - Corte Madera SD, Ross SD

Area 2: Marci Trahan, Superintendent, Ross Valley School District

Area 2 includes Shoreline USD, Lagunitas SD, Ross Valley SD, Nicasio SD

Area 3: Raquel Rose, Superintendent, Kentfield School District

Area 3 includes Mill Valley SD, Sausalito Marin City SD, Kentfield SD, Reed SD, Bolinas-Stinson SD

Area 4: Becky Rosales, Superintendent, Miller Creek Elementary School

Area 4 includes Miller Creek SD, San Rafael Elementary SD, San Rafael High SD

Area 5: Tracy Smith, Superintendent, Novato Unified School District

Area 5 is the Novato Unified School District

Area 6: John Carroll, Superintendent, Marin County Office of Education

Area 6 includes the Marin County Office of Education, Laguna Joint SD

Marin County SELPA Staff:

Rebecca Minnich, SELPA Director

April Port, Interim Program Manager

2.0 Establishment of Quorum

3.0 Consent Agenda

(Members may remove items from the Consent Agenda)

3.1 Approval of Minutes from October 4, 2023 OSC Meeting

3.2 Approval of Agenda for November 1, 2023 OSC Meeting

4.0 Public Comment

Government Code § 54954.3 provides that the public will have an opportunity to address the board on any item described on a regular or special meeting agenda either before or during the consideration of the item. Per MCOE Board Policy 8566, each person shall limit comments to five (5) minutes.

5.0 Action Items

5.1 Marin County SELPA Special Education Advisory Committee Nomination

The Marin County SELPA Special Education Advisory Committee has one (1) nomination that will be presented for OSC approval.

6.0 Discussion Items

6.1 Program Transfer Update

Information will be shared regarding activities related to the Program Transfer notification received from the Novato Unified School District for the 2024 - 2025 school year.

6.2 California Legislation: Special Education Operations

Information will be shared regarding recently approved and chaptered legislation related to the provision of special education support and services.

7.0 Information Items

7.1 Marin County SELPA Autism Demonstration Site

Information will be shared regarding the implementation of the Marin County SELPA Autism Demonstration site at Hamilton Meadow Park Elementary School.

7.2 Marin County SELPA Special Education Advisory Committee

Information will be presented regarding the work of Marin County SELPA's Special Education Advisory Committee.

8.0 SELPA Director's Report

Information, communication, and reports will be presented by the SELPA Director.

9.0 Board Member Comments

Each member of the Governing Board/Operational Steering Committee may report about various matters related to the SELPA. There will be no Board discussion except to ask questions and refer matters to staff, and no action shall be taken unless listed on a subsequent agenda.

10.0 Future Planning

Next Meeting Date: December 6, 2023 - 7:30 a.m. – Marin County Office of Education, Board Room

11.0 Adjournment

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Annotation – Agenda Items 3.1 & 3.2
Operational Steering Committee
November 1, 2023

Agenda Item

- 3.1 Approval of Minutes from October 4, OSC Meeting
- 3.2 Approval of Agenda for November 1, 2023 OSC Meeting

Item Taken

Action

Summary of Key Issues

The minutes of the October 4, 2023 OSC meeting and the agenda for the November 1, 2023 OSC meeting are presented for adoption.

Summary of Previous OSC Action

None

Recommendation

The SELPA Director recommends that the Operational Steering Committee approve the Consent Agenda as presented.

Attachments to this Agenda Item

Attachment 1: Minutes, Operational Steering Committee Meeting, October 4, 2023



**Operational Steering Committee
October 4, 2023 7:30 am: Open Session
Miller Creek School District
380 Nova Albion Way, San Rafael, CA
MINUTES**

1.0 Call Public Session to Order

Becky Rosales, Chair, Superintendent, Miller Creek School District

Becky Rosales called the meeting to order at 7:35am.

Operational Steering Committee:

Area 1: Brett Geithman, Superintendent, Larkspur-Corte Madera School District

Area 1 includes Tamalpais UHSD, Larkspur - Corte Madera SD, Ross SD

Area 2: Marci Trahan, Superintendent, Ross Valley School District

Area 2 includes Shoreline USD, Lagunitas SD, Ross Valley SD, Nicasio SD

Area 3: Raquel Rose, Superintendent, Kentfield School District

Area 3 includes Mill Valley SD, Sausalito Marin City SD, Kentfield SD, Reed SD, Bolinas-Stinson SD

Area 4: Becky Rosales, Superintendent, Miller Creek Elementary School

Area 4 includes Miller Creek SD, San Rafael Elementary SD, San Rafael High SD

Area 5: Tracy Smith, Superintendent, Novato Unified School District

Area 5 is the Novato Unified School District

Area 6: John Carroll, Superintendent, Marin County Office of Education

Area 6 includes the Marin County Office of Education, Laguna Joint SD

Marin County SELPA Staff:

Rebecca Minnich, SELPA Director

Christine Shields, Assistant Program Manager

In attendance: John Carroll, Raquel Rose, Becky Rosales, Tracy Smith, Brett Geithman, Marci Trahan.

2.0 Establishment of Quorum

A quorum was established with (6) six members of the Operational Steering Committee.

3.0 Consent Agenda

(Members may remove items from the Consent Agenda)

3.1 Approval of Minutes from September 6, 2023 OSC Meeting

3.2 Approval of Agenda for October 4, 2023 OSC Meeting

The Consent Agenda was approved as presented.

Motion: John Carroll

Second: Raquel Rose

Carried: Unanimous

4.0 Public Comment

Government Code § 54954.3 provides that the public will have an opportunity to address the board on any item described on a regular or special meeting agenda either before or during the consideration of the item. Per MCOE Board Policy 8566, each person shall limit comments to five (5) minutes.

Lena Godfrey, parent of a student in the Reed Union School District, shared information regarding inclusive playgrounds in Marin County elementary schools and would like to raise awareness of the need to ensure students have playgrounds that are both accessible and inclusive.

5.0 Action Items

5.1 2023 – 2024 Marin County SELPA Annual Goals

The 2023 – 2024 Marin County SELPA Annual Goals will be presented for review and adoption.

The 2023 – 2024 Marin County SELPA Goals were adopted as presented.

Motion: Tracy Smith

Second: Marci Trahan

Carried: Unanimous

6.0 Discussion Items

6.1 Notification of Program Transfer(s)

Information will be presented regarding the notification of an intent to conduct a Program Transfer received from the Novato Unified School District for the 2024 - 2025 school year and the 2025 - 2026 school year.

The SELPA Director provided information regarding the notification of an intent to conduct a Program Transfer received from the Novato Unified School District for the 2024 - 2025 school year and the 2025 - 2026 school year.

The SELPA Director shared information regarding the Marin County SELPA Program Transfer Policy, including the timeline, and role of the Operational Steering Committee in considering and approving a Program Transfer.

The Operational Steering Committee discussed the notification timeline specific to the request for the timeline to be waived.

6.2 2023 – 2024 Regionalized Special Education Classrooms/Services

Information will be presented regarding the continuum of regionalized special education classes and services available to the SELPA's member LEAs during the 2023 – 2024 school year, including the associated staffing patterns.

The Marin County Office of Education (MCOE) Assistant Superintendent for Special Education, Janelle Campbell, provided information regarding the continuum of regionalized special education classes and services available to the SELPA's member LEAs in the 2023 – 2024 school year. The Assistant Superintendent provided details regarding programmatic changes for the current school year, preschool and

transitional kindergarten enrollment history, and anticipated need for program expansion related to the provision of adapted physical education.

The Operational Steering Committee discussed the impact of identifying and hiring highly qualified staff to support programs for students with extensive support needs. The Assistant Superintendent shared the strategies employed by the MCOE to attract and retain certificated and classified staff. The Operational Steering Committee discussed the information shared by the Assistant Superintendent related to preschool and transitional kindergarten enrollment.

7.0 Information Items

7.1 AB 130 Learning Recovery Plan Final Report

Information will be presented regarding the AB 130 Learning Recovery Plan Final Report related to the provision of learning recovery and supports, and the demographics served, that was submitted to the California Department of Education on September 30, 2023.

The SELPA Director provided information regarding the AB 130 Learning Recovery Plan Final Report and shared that the California Department of Education accepted the Final Report.

7.2 AB 130 Dispute Prevention and Dispute Resolution: Final Report Information will be presented regarding the AB 130 Dispute Prevention and Dispute Resolution Final Report that was submitted to the California Department of Education on September 30, 2023.

The SELPA Director provided information regarding the AB 130 Dispute Prevention and Dispute Resolution Final Report and shared that the California Department of Education accepted the Final Report.

7.3 Marin County SELPA Ad Hoc Committee and Workgroups: Timelines and Activities

Information will be presented regarding the activities of the Marin County SELPA Ad Hoc committee and workgroups related to inclusive programming, the local plan revision, and fiscal operations.

The SELPA Director provided information regarding the activities of the Marin County SELPA Ad Hoc committee and workgroups related to inclusive programming, the local plan revision, and fiscal operations. The SELPA Director provided a timeline for updating the Operational Steering Committee regarding the activities of the Ad Hoc committee and workgroups.

7.4 Marin County SELPA Special Education Advisory Committee Information will be presented regarding the work of Marin County SELPA's Special Education Advisory Committee.

The SELPA Director provided information regarding the work of Marin County SELPA's Special Education Advisory Committee including an interest of the Special Education Advisory Committee to host a Parent Resource Fair in March 2024.

8.0 SELPA Director's Report

Information, communication, and reports will be presented by the SELPA Director.

The SELPA Director provided information regarding the following:

- *San Rafael City Schools provided notice to the Operational Steering Committee Chairperson that both the San Rafael Elementary District and San Rafael High School District do not intend to conduct a Program Transfer; and*
- *The SELPA office currently has multiple staff vacancies, including the Coordinator position, a full Administrative Support staff position, and half of a Senior Administrative Support staff position. The SELPA Director shared the impact of the noted vacancies related to SELPA operations. The open Coordinator position is partially staffed with two (2) part-time certificated administrators and the open Senior Administrative Support position is filled through a temporary staffing agency. The Marin County SELPA continues to advertise and recruit for all vacant positions.*

9.0 Board Member Comments

Each member of the Governing Board/Operational Steering Committee may report about various matters related to the SELPA. There will be no Board discussion except to ask questions and refer matters to staff, and no action shall be taken unless listed on a subsequent agenda.

Brett Geithman, Larkspur Corte Madera Superintendent, requested the SELPA to coordinate the sharing of information with Facilities Directors related to building accessible and inclusive playgrounds.

10.0 Future Planning

Next Meeting Date: November 1, 2023 - 7:30 a.m. – Marin County Office of Education, Board Room

11.0 Adjournment

The meeting adjourned at 8:22 am.

Motion: Brett Geithman

Second: Tracy Smith

Carried: Unanimous

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Rebecca Minnich, SELPA Director
1111 Las Gallinas Avenue, PO Box 4925, San Rafael, CA 94913 (415) 499-5875 Fax (415) 499-5813
www.marinselpa.org

Annotation – Agenda Item 5.1
Operational Steering Committee
November 1, 2023

Agenda Item

5.1 Marin County SELPA Special Education Advisory Committee Nominations

Item Type

Action

Summary of Key Issues

The Operational Steering Committee approves all Special Education Advisory Committee (SEAC) nominations prior to final appointment by the Marin County Board of Education.

Summary of Previous OSC Action

None

Recommendation

The SELPA Director recommends that the Operational Steering Committee approve the SEAC nomination.

Attachments to this Agenda Item

Attachment 1: Marin County SELPA SEAC Nomination – Miller Creek School District



**Marin County SELPA
Special Education Advisory Committee (SEAC)
Nomination Form**

Please submit all nominations to your local school district office. District offices will forward all nominations to the Marin County SELPA office (PO Box 4925, San Rafael, CA 94913).

Name _____

Address _____

Phone _____ **District of Residence** _____

Areas of Interest and/or Expertise:

Current Education/Community/Business Related Involvement:

For Parent Nominees:

- **Children Receiving Special Education Services:**
- **Children Receiving General Education Services:**
- **Grade(s):**
- **Type of Education Program/Services:**

Why would you like to be a member of the SEAC?

FOR DISTRICT OFFICE USE ONLY

SUBMITTED TO: _____

DATE RECEIVED: _____

8/30/2023

DATE RECEIVED BY THE MARIN COUNTY SELPA OFFICE: _____

Annotation – Agenda Item 6.1
Operational Steering Committee
November 1, 2023

Agenda Item

6.1 Program Transfer Update

Item Type

Discussion

Summary of Key Issues

The Novato Unified School District has provided notice to the Marin County SELPA of its intent to conduct a Program Transfer of Deaf/Hard of Hearing services commencing in the 2024-2025 school year. Prior to the transfer taking place, the OSC must review and approve the LEA's stated assurances related to the Program Transfer. Additionally, the SELPA's member LEAs will be advised regarding the amount of revenue that will transfer when the original operator ceases to provide Deaf/Hard of Hearing services as a result of the Program Transfer.

Summary of Previous OSC Action

None

Recommendation

None

Attachments to this Agenda Item

Attachment: Marin County SELPA Program Transfer Policy – School Age Revenue Transfer

Marin County SELPA School-Age Program Transfer: Revenue Transfer Summary

The transfer for revenue to the newly operating LEA and the SELPA's member LEAs because of a Program Transfer is determined as follows:

Student Programming Descriptors

- **Mild - Moderate** – single level only
- **Moderate – Severe**
 - **Level 1:** Specialized Academic Instruction with up to two (2) related services
 - **Level 2:** Specialized Academic Instruction with three (3) or more related services OR Assistive Technology services
 - **Level 3:** Specialized Academic Instruction with nursing or behavior services

Revenue Transfer Per Identified Student:

- **Mild Moderate:** \$2,987.95
- **Moderate Severe:**
 - **Level 1:** \$8,511.91
 - **Level 2:** \$10,214.29
 - **Level 3:** \$12,767.86

Revenue Transfer Schedule

Following deduction from the Marin County Office of Education (MCOE) Base Set Aside:

- 50% of the identified revenue is transferred to newly operating school district in year 1;
- 50% of the identified revenue is transferred to all the SELPA's member LEAs in year 1; and
- 100% of the identified revenue is transferred to all the SELPA's member LEAs in year 2 and the MCOE base set aside is permanently reduced equal to the amount identified in the revenue transfer.

Sample Program Transfer Scenario

District A identifies the following for a Program Transfer:

- **Mild Moderate:** 0 students
- **Moderate Severe Level 1:** 12 students
- **Moderate Severe Level 2:** 24 students
- **Moderate Severe Level 3:** 6 students
- Total:** 42 Students

The revenue transferred would equal:

- **Mild Moderate:** \$0.00
- **Moderate Severe Level 1:** \$102,142.92
- **Moderate Severe Level 2:** \$245,142.96
- **Moderate Severe Level 3:** \$76,607.16
- Total:** \$423,893.04

The schedule for the transfer of revenue would be as follows:

- \$423,893.04 is removed from the MCOE base set aside.
 - \$211,946.52 is transferred to District A in year 1
 - \$211,946.52 is transferred to all other SELPA member LEAs in year 1.
- The MCOE base set aside is permanently reduced by \$423,893.04 and this amount is reintroduced into the AB 602 allocation and distributed to the SELPA's member LEAs under the established AB 602 per pupil allocation formula indefinitely.

Annotation – Agenda Item 6.2
Operational Steering Committee
November 1, 2023

Agenda Item

6.2 California Legislation: Special Education Operations

Item Type

Discussion

Summary of Key Issues

Recently adopted legislation will have an impact on the operation of special education programs and services at the start of the new calendar year.

Summary of Previous OSC Action

None

Recommendation

None

Attachments to this Agenda Item

Attachment 1: Summary of Approved and Chaptered Special Education Legislation

Summary of Special Education Legislation Change Effective January 1, 2024

Area: 504 Plan Meetings

Effective Change: A parent, guardian, or local education agency may audio record meetings for pupils held pursuant to Section 504 of the federal Rehabilitation Act of 1973, as provided.

Reference: Assembly Bill 87

Area: Nonpublic School Change in Certification Status Parent Notification

Effective Change: A contracting local educational agency, within 14 days of becoming aware of any change to the certification status of a nonpublic, nonsectarian school or agency, as provided, to notify parents, as defined, of pupils of the local educational agency or charter school who attend the nonpublic, nonsectarian school or agency of the change in certification status, as specified, and to include in that notice, a copy of certain procedural safeguards. The LEA is required to maintain notices and make them available for inspection upon request of the State Department of Education.

Reference: Assembly Bill 611

Area: Foster Youth - School of Origin

Effective Change: A certified nonpublic, nonsectarian school may be considered a “school of origin” for foster youth with exceptional needs. Commencing with the 2024–25 school year, a nonpublic, nonsectarian school or agency seeking certification or already certified to agree in writing, for any foster child it serves, to be designated as the school of origin of the foster child and to allow the foster child to continue their education in the school, as specified.

Reference: Assembly Bill 723

Area: Notice of Teacher Credentialing Programs for Braille Instructional Aides

Effective Change: A local educational agency is to provide a braille instructional aide with information regarding the California Classified School Employee Teacher Credentialing Program, which substantially revised and renamed the Wildman- Keeley-Solis Exemplary Teacher Training Act of 1997.

Reference: Assembly Bill 497

Area: Inclusive College Programs

Effective Change: The establishment and maintenance of inclusive college programs for students with intellectual and developmental disabilities operated by both the California State University and University of California.

Reference: Assembly Bill 447

Area: Reporting Pupil Discipline – Restraint and Seclusion

Effective Change: A local educational agency is required to annually post their report on their website.

Reference: Assembly Bill 1466

Area: Inclusion of Adaptations for Pupils with Disabilities in School Safety Plans

Effective Change: Annually, schools will need to review their comprehensive school safety plan to ensure that the plan includes appropriate adaptations for pupils with disabilities. School personnel, or a parent/guardian/educational rights holder may bring concerns related to a pupil's access to disaster safety plans to the school principal.

Reference: State Bill 323

Area: Pupil Safety and Background Checks for Pupils with Work Experience Opportunities

Effective Change: An entity that has a contract with a local educational agency, and offers work experience or work placements for pupils as part of a pupil's individualized education program, is exempt from the requirement to have a valid criminal records summary if certain requirements are met, including that at least one adult employee in the workplace during the pupil's work hours, who has direct contact with the pupil and has been designated by the employer as the employee of record who is responsible for the safety of the pupil, has a valid criminal records summary and that the pupil's parent or guardian has signed a consent form regarding the pupil's work placement.

Reference: State Bill 531

Area: Driver Qualifications for Pupil Transportation

Effective Change: A compensated driver transporting students in a vehicle with a maximum capacity of ten persons (including the driver) will need to comply with several safety standard requirements and the vehicles used to provide transportation for compensation must meet several safety standards. The LEA in contract with a private entity for pupil transportation is required to obtain written assurances from the private entity.

Reference: State Bill 88

***Effective: January 1, 2025**

Annotation – Agenda Item 7.1
Operational Steering Committee
November 1, 2023

Agenda Item

7.1 Marin County SELPA Autism Demonstration Site

Item Type

Information

Summary of Key Issues

The Marin County SELPA, Marin County Office of Education, and Novato Unified School District are collaboratively engaging in activities to support the successful implementation of a Demonstration Classroom. The classroom is designed to support LEAs with the implementation of evidence-based practices to support students with autism.

Summary of Previous OSC Action

None

Recommendation

None

Attachments to this Agenda Item

Attachment 1: Marin County SELPA Demonstration Site: Implementation Progress Report

Marin County SELPA Demonstration Site: Implementation Progress Report

AUGUST

- The Regional Implementation Lead (RIL) provided a coaching session with the classroom teacher and two (2) paraeducators.
- The teacher and paraeducators reviewed the Evidence Based Practice (EBP) modules.

SEPTEMBER

- The RIL provided weekly coaching with the teacher and paraeducators on the implementation of Visual Supports.
- The RIL provided a group coaching session with the classroom teacher and two (2) paraeducators.
- The classroom teacher and paraeducators focused on the implementation of Visual Supports.

OCTOBER

- The RIL provided weekly coaching with the teacher and paraeducators on the implementation of Visual Supports.
- The RIL provided a group coaching session with the classroom teacher and two (2) paraeducators.
- The RIL provided coaching with two (2) additional paraeducators on the implementation of Visual Supports.
- The teacher completed three (3) Evidence Based Practice modules.
- The teacher demonstrated two (2) months of fidelity of implementation of Visual Supports.
- The paraeducators demonstrated one (1) month of fidelity with implementation of Visual Supports.

NOVEMBER

- The RIL will continue to focus on Prompting in the group coaching session.
- The RIL will continue to provide weekly coaching to both the teacher and paraeducators.
- The teacher and paraeducators will continue to focus on Visual Supports and Prompting.

Annotation – Agenda Item 7.2
Operational Steering Committee
November 1, 2023

Agenda Item

7.2 Marin County SELPA Special Education Advisory Committee

Item Type

Information

Summary of Key Issues

None

Summary of Previous OSC Action

None

Recommendation

None

Attachments to this Agenda Item

None