



Agenda
Operational Steering Committee
October 19, 2022
7:30 a.m. Open Session

1.0 Call Public Session to Order

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: John Carroll, Superintendent, Lagunitas 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: Jan La-Torre Derby, Superintendent, Novato Unified School District

Area 5 is the Novato Unified School District

Area 6: Mary Jane Burke, 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

2.0 Establishment of Quorum

3.0 Consent Agenda

(Members may remove items from the Consent Agenda)

3.1 Approval of Minutes from September 7, 2022 OSC Meeting

3.2 Approval of Agenda for October 19, 2022 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 2022 – 2023 SELPA Goals

The 2022 - 2023 Marin County SELPA Goals will be presented for review and adoption.

5.2 Marin County SELPA Special Education Advisory Committee Nomination

A Marin County SELPA Special Education Advisory Committee nomination will be presented for OSC approval.

6.0 Discussion Items

6.1 Marin County SELPA Alternative Dispute Resolution Plan: Progress Update

Information will be shared regarding the progress associated with the implementation of the Marin County SELPA 2021-2023 Alternative Dispute Resolution Plan.

6.2 Marin County SELPA Learning Recovery Plan: Progress Update

Information will be shared regarding the activities associated with the implementation of the Marin County SELPA 2021-2023 Learning Recovery Plan.

6.3 Marin County SELPA Planning: Special Education Programming and Operations

Information will be shared regarding activities associated with the Special Education Programming and Operations meeting.

7.0 Information Items

7.1 Marin County SELPA Special Education Advisory Committee Report

Information will be presented regarding the work of the 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: November 2, 2022, at 7:30 am at the Miller Creek School District Office.

11.0 Adjournment

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Annotation – Agenda Items 3.1 & 3.2
Operational Steering Committee
October 19, 2022

Agenda Item

- 3.1 Approval of Minutes from September 7, 2022 OSC Meeting
- 3.2 Approval of Agenda for October 19, 2022 OSC Meeting

Item Type

Action

Summary of Key Issues

The minutes of the September 7, 2022 OSC meeting and the agenda for the October 19, 2022 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, September 7, 2022



MINUTES
Operational Steering Committee
September 7, 2022
7:30 a.m. Open Session

1.0 Call Public Session to Order

Becky Rosales called the meeting to order at 7:32 am.

Operational Steering Committee:

Area 1: Vacant

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

Area 2: John Carroll, Superintendent, Lagunitas School District

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

Area 3: Itoco Garcia, Superintendent, Sausalito Marin City

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: Jan La-Torre Derby, Superintendent, Novato Unified School District

Area 5 is the Novato Unified School District

Area 6: Mary Jane Burke, 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, Itoco Garcia, Becky Rosales, Jan La Torre Derby, Mary Jane Burke, Brett Geithman, David Rice, and Raquel Rose via teleconference.

2.0 Establishment of Quorum

A quorum was established with five (5) members of the Operational Steering Committee in attendance.

3.0 Consent Agenda

(Members may remove items from the Consent Agenda)

3.1 Approval of Minutes from May 25, 2022 OSC Meeting

3.2 Approval of Agenda for September 7, 2022 OSC Meeting

The Consent Agenda was approved as presented.

Motion: Mary Jane Burke

Second: Becky Rosales

Carried: Unanimous

Rebecca Minnich, SELPA Director

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www.marinselpa.org

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.

No public comment.

5.0 Action Items

5.1 2022 – 2023 SELPA Operational Steering Committee: September 2022 – June 2023

The Marin County SELPA Operational Steering Committee for September 2022 to June 2023 will be recommended and appointed.

The Marin County SELPA 2022 – 2023 SELPA Operational Steering Committee for September 2022 to June 2023 was approved as presented.

Motion: Jan La Torre Derby Second: John Carroll Carried: Unanimous

5.2 Adoption of the Revised 2022 – 2023 Operational Steering Committee Meeting Calendar

The 2022 – 2023 Marin County SELPA Operational Steering Committee Meeting Calendar will be presented with revised dates for adoption.

The 2022 – 2023 Marin County SELPA Operational Steering Committee Member Calendar with revised dates was approved as presented.

Motion: John Carroll Second: Jan La Torre Derby Carried: Unanimous

6.0 Discussion Items

6.1 2022 – 2023 OSC Priorities and Activities

Information will be shared regarding the priorities and activities of the Operational Steering Committee for the 2022 – 2023 school year.

The SELPA Director shared information regarding the priorities and activities of the Operational Steering Committee for the 2022 – 2023 school year. The SELPA Director provided information regarding the collaborative work of the SELPA’s advisory committees. The OSC agreed to host a special education programming and operations meeting with members of the Advisory Steering Committee (ASC) and Business Advisory Committee (BAC) to further discuss the SELPA’s priorities and provision of special education services to students with disabilities in Marin County.

6.2 School-Based Suicide Risk Assessment Procedures: Implementation/Training

Information will be shared regarding the activities associated with the implementation of the Marin County SELPA Policy regarding School-Based Suicide Risk Assessment Procedures.

The SELPA Director shared information regarding the activities associated with the implementation of the Marin County SELPA Policy regarding School-Based Suicide Risk Assessment Procedures.

7.0 Information Items

7.1 2022 - 2023 Regionalized Special Education Classrooms/Services

Information will be presented regarding the continuum of regionalized special education classrooms and services available to the SELPA's member LEAs during the 2022-2023 school year.

The Assistant Superintendent of Special Education for the Marin County Office of Education, and Special Education Directors for the Marin County Office of Education shared information regarding the continuum of regionalized special education classrooms and services available to the SELPA's member LEAs for the 2022 – 2023 school year. The Assistant Superintendent noted the opening of a new classroom and a new regionalized Adapted Physical Education position.

7.2 Marin County SELPA Special Education Advisory Committee Report

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

The SELPA Director provided information regarding the work of the Marin County SELPA's Special Education Advisory Committee related to parent education and SEAC member recruitment. The SELPA Director presented two (2) Special Education Eligibility brochures developed by the Special Education Advisory Committee and shared that the brochures would be distributed countywide to the SELPA's member LEAs and community partners.

8.0 SELPA Director's Report

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

The SELPA Director shared the following information:

- *St. Vincent's School for Boys will close as a Short-Term Residential Therapeutic Program (STRTP) in October 2022 and reopen as a center for unaccompanied minors under the Office of Refugee Resettlement;*
- *Anticipated changes to the Out Of Home Care funding for the Marin County SELPA;*
- *Upcoming professional development workshops for educators hosted by the SELPA, including the new Community of Practice: Inclusive Practices.*

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.

No Board member comments.

Rebecca Minnich, SELPA Director

1111 Las Gallinas Avenue, PO Box 4925, San Rafael, CA 94913 (415) 499-5850 Fax (415) 499-5813

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10.0 Future Planning

Next Meeting Date: October 19, 2022, at 7:30 am at the Reed Union School District Office.

11.0 Adjournment

The meeting was adjourned at 8:30 am.

Motion: Becky Rosales Second: Brett Geithman Carried: Unanimous

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Annotation – Agenda Item 5.1
Operational Steering Committee
October 19, 2022

Agenda Item

5.1 2022 – 2023 Marin County SELPA Goals

Item Type

Public Hearing

Summary of Key Issues

The SELPA adopts goals on an annual basis.

Summary of Previous OSC Action

The SELPA Director recommends that the Operational Steering Committee adopt the 2022 – 2023 Marin County SELPA Goals as presented.

Recommendation

None

Attachments to this Agenda Item

Attachment 1: 2022 – 2023 Marin County SELPA Annual Goals

MARIN COUNTY SELPA ANNUAL GOALS

2022 - 2023



2022 - 2023 Marin County SELPA

Domain: Professional Development

Goal: The Marin County SELPA will make available relevant, timely, and engaging professional development opportunities to the SELPA's member LEAs.

Task/Activity: Hold two Community of Practices for (1) Inclusionary Practices and (2) Evidence Based Practices of Positive Behavior.

Timeline: September 2022 – May 2023

Responsibility: SELPA Office/Director

Task/Activity: Debrief experience of each Community of Practice with participants.

Timeline: May 2023

Responsibility: SELPA Office/Director

Task/Activity: Identify professional development needs related to Community of Practice outcomes.

Timeline: May 2023

Task/Activity: Draft 2023-2024 professional development activities related to identified needs for ASC consideration.

Timeline: June 2023

Evidence of Completion: Community of Practice Artifacts/Surveys

Responsibility: SELPA Office/Director

2022 - 2023 Marin County SELPA

Domain: Special Education Programming and Fiscal Management

Goal: The Marin County SELPA will establish and facilitate an Ad Hoc Committee to develop recommendations to the OSC regarding regionalized program operations and fiscal management across all the SELPA's member LEAs.

Task/Activity: Host a meeting with superintendents, ASC members, and BAC members to identify driving questions.

Timeline: October 2022

Responsibility: SELPA Office/Director

Task/Activity: Establish an Ad Hoc Committee with representatives from the OSC, ASC, BAC, school site administrators, and special education and general education teachers.

Timeline: November 2022

Responsibility: SELPA Office/Director

Task/Activity: Establish a meeting schedule and determine what information/data needs to be collected to answer the driving questions.

Timeline: November 2022

Responsibility: SELPA Office/Director

Task/Activity: Facilitate meetings to explore and answer driving questions.

Timeline: December 2022 – April 2023

Responsibility: SELPA Office/Director

Task/Activity: Present Ad Hoc Committee recommendations to the OSC for consideration.

Timeline: May 2023

Responsibility: SELPA Office/Director

Evidence of Completion: Ad Hoc Committee recommendations

Responsibility: SELPA Office/Director

2022 - 2023 Marin County SELPA

Domain: Policy Development

Goal: The Marin County SELPA will develop a School-Based Threat Assessment and Response Protocol for the Marin County SELPA's member LEAs.

Task/Activity: Meet with key stakeholders to identify needs and desired outcomes.

Timeline: September 2022 – November 2022

Responsibility: SELPA Office/Director

Task/Activity: Establish a meeting schedule to develop protocols and procedures.

Timeline: November 2022

Responsibility: SELPA Office/Director

Task/Activity: Vet protocols and procedures with stakeholders to gather information and feedback.

Timeline: January 2023 – March 2023

Responsibility: SELPA Office/Director

Task/Activity: Present School-Based Threat Assessment Protocol and Procedures to the OSC for consideration.

Timeline: May 2023

Responsibility: SELPA Office/Director

Evidence of Completion: School-Based Threat Assessment Protocol and Procedures

Responsibility: SELPA Office/Director

2022 - 2023 Marin County SELPA

Domain: Alternative Dispute Resolution/Parent Partnership

Goal: The Marin County SELPA will strengthen parent understanding of special education and increase parent participation in parent education opportunities related to the provision of special education services and the IEP process.

Task/Activity: Actively recruit for SEAC appointments.

Timeline: September 2022 – June 2023

Responsibility: SELPA Office/Director

Task/Activity: Provide a series of parent legal workshops related to the provision of special education services.

Timeline: October 2022 – March 2023

Responsibility: SELPA Office/Director

Task/Activity: Host a four (4) part course for parents with embedded coaching sessions designed to teach skills and strategies to engage in challenging, yet productive, conversations, related to the provision of special education services.

Timeline: September 2022 – December 2022

Responsibility: SELPA Office/Director

Task/Activity: Identify parent education materials (Special Education Eligibility Brochure) to all the SELPA's member LEAs and local community agencies for distribution.

Timeline: September 2022 – June 2023

Responsibility: SELPA Office/Director

Evidence of Completion: SEAC membership/Workshop registration

Responsibility: SELPA Office/Director

Annotation – Agenda Item 5.2
Operational Steering Committee
October 19, 2022

Agenda Item

5.2 Marin County SELPA Special Education Advisory Committee Nomination

Item Type

Action

Summary of Key Issues

The Operational Steering Committee approves all 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 OSC approve the SEAC nominations.

Attachments to this Agenda Item

Attachment 1: Marin County SELPA SEAC Nomination – Marin County Office of Education



**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: _____

DATE RECEIVED BY THE MARIN COUNTY SELPA OFFICE: _____

Annotation – Agenda Item 6.1
Operational Steering Committee
October 19, 2022

Agenda Item

6.1 Marin County SELPA Alternative Dispute Resolution Plan: Progress Update

Item Type

Discussion

Summary of Key Issues

The Marin County SELPA provided the California Department of Education (CDE) on September 30, 2022 with a Progress Report regarding the activities associated with the implementation of the 2021 – 2023 Marin County SELPA Alternative Dispute Resolution Plan. The CDE has accepted the Progress Report as submitted.

Summary of Previous OSC Action

The Marin County SELPA Learning Recovery Plan was adopted by the OSC at the October 6, 2021 meeting.

Recommendation

None

Attachments to this Agenda Item

Attachment 1: Marin County SELPA Alternative Dispute Resolution Progress Report

Attachment 2: Marin County SELPA Alternative Dispute Resolution Plan

Attachment 3: Marin County SELPA Alternative Dispute Resolution Fiscal Allocation by LEA

Annotation – Agenda Item 6.2
Operational Steering Committee
October 19, 2022

Agenda Item

6.2 Marin County SELPA Learning Recovery Plan: Progress Update

Item Type

Discussion

Summary of Key Issues

The Marin County SELPA provided the California Department of Education (CDE) on September 30, 2022 with a Progress Report regarding the activities associated with the implementation of the 2021 – 2023 Marin County SELPA Learning Recovery Plan. The CDE has accepted the Progress Report as submitted.

Summary of Previous OSC Action

None

Recommendation

The Marin County SELPA Learning Recovery Plan was adopted by the OSC at the October 6, 2021 meeting.

Attachments to this Agenda Item

Attachment 1: Marin County SELPA Alternative Dispute Resolution Progress Report

Attachment 2: Marin County SELPA Alternative Dispute Resolution Plan

Attachment 3: Marin County SELPA Alternative Dispute Resolution Fiscal Allocation by LEA

Annotation – Agenda Item 6.3
Operational Steering Committee
October 19, 2022

Agenda Item

6.3 Marin County SELPA Planning: Special Education Programming and Operations

Item Type

Discussion

Summary of Key Issues

The Operational Steering Committee has identified a need for further discussion regarding the Marin County SELPA's priorities related to future special education programming and operations to support the continuum of special education programs for students with IEPs in Marin County.

Summary of Previous OSC Action

None

Recommendation

None

Attachments to this Agenda Item

None

Annotation – Agenda Item 7.1
Operational Steering Committee
October 19, 2022

Agenda Item

7.1 Marin County SELPA Special Education Advisory Committee Report

Item Type

Information

Summary of Key Issues

None

Summary of Previous OSC Action

None

Recommendation

None

Attachments to this Agenda Item

None