

SELPA Governing Board Meeting
Tuesday, September 16, 2025

1. Opening Items

A. Call to Order

The meeting of the SELPA Governing Board was called to order by Board Chair Gina Sudaria at 9:30 am.

B. Roll Call

Members present included: Gina Sudaria, Sandy Mikulik, Shawnterra Moore, Bhavna Narula, and Marla Silversmith.

Board Members Nancy Magee and Roberta Zarea were absent.

Board Vice Chair Toni Presta arrived at 9:31 am.

C. Approval of Agenda and Minutes

Associate Superintendent Yung reported that an update was made to the Budget Allocation Plan between the posting of the agenda and materials and the meeting date. A recommendation was made to move the item from the Consent Agenda to Action Item section of the agenda.

After a motion by Board Member Narula and a second by Board Member Moore, the board voted to approve the agenda for the September 16th, 2025 meeting, the minutes from the June 10th, 2025 meeting, and the reassignment of the Budget Allocation Plan to the Action Items part of the agenda.

2. Public Comment

- A. Board Chair Sudaria asked for comments from the audience present at the meeting or submitted prior to the meeting. There were no comments submitted or persons wishing to address the board.

3. Approval of Consent Agenda

- A. Updated 2025 - 2026 SELPA Budget Allocation Plan
B. Resolution to Support HR 2333 Protecting Students with Disabilities Act
C. Resolution for October as Disability Employment Awareness Month

With the removal of Item A from the Consent Agenda, and after a motion by Board Member Milulik and a second by Board Vice Chair Presta, the consent agenda was unanimously approved.

4. Action Items

A. Approve Amendment of Consent Item A - Budget Allocation Plan: Moved from Consent Agenda

Program Compliance Analyst Janeen Zertuche reported that, under the “Federal Preschool Grant” section, the estimated allocation should be \$415,692 rather than the originally stated \$406,403.

After a motion by Board Member Silversmith and a second by Board Member Mikulik, the amendment of Consent Item A was unanimously approved.

B. Proposed 2025 - 2026 SELPA Goals

Associate Superintendent Yung presented the 2025–2026 SELPA Goals which focus on four key areas: Rightful Presence, Disproportionality, Dispute Resolution, and Policy and Practice. Initiatives include increasing preschool inclusion rate; reducing disproportionality through Inclusion Academies and cross-departmental collaboration; establishing stronger supports for alternative dispute resolution; and updating key SELPA policies. These goals aim to promote equity, strengthen partnerships, and improve outcomes for students with disabilities across member LEAs.

After a motion by Board Member Moore and a second by Board Vice Chair Presta, the 2025-2026 SELPA Goals were unanimously approved.

C. Approve changes to SCIA Policy - New Independence and Access Policy

SELPA Coordinator Lauren Berlin presented the final draft for the Independence and Access Policy that requires LEAs to provide a full continuum of placements and prioritize natural supports to foster student independence. It cautions against overreliance on paraprofessionals and promotes the Multi-Tiered System of Support (MTSS) framework to strengthen inclusion. The policy has a planning framework to guide IEP teams in supporting equity, documenting services, and systematically fading 1:1 supports.

After a motion by Board Member Silversmith and a second by Board Member Mikulik, the Independence and Access Policy was unanimously approved.

5. Information Items

A. Introduction of New Staff - Cindie Neilson, Coordinator

SELPA Coordinator Cindie Neilson shared her professional background, noting her experience as a teacher and administrator in the Boston Public Schools and in a non-public school setting. She recently relocated to California to be closer to family and is in the process of completing her doctorate. Coordinator Neilson is currently focused on connecting with all member LEAs of the SELPA.

B. 2024 - 2025 SELPA Goals Update

Associate Superintendent Yung highlighted progress in several areas of the 2024-2025 SELPA Goals, including updates to key policies and procedures; development of the renamed and updated Special Circumstance Instructional Assistance guidelines; and continued cost analysis for service provision agreements. Monitoring and compliance efforts included training, professional learning collaborations, and completion of required state monitoring activities across LEAs. Program and partnership updates included co-teaching training, non-public school oversight, expanded translation of materials, and multiple presentations to strengthen family and community engagement in the IEP process.

C. California Children's Services (CCS) Facility Upgrade Completion

Associated Superintendent Yung shared photos of the CCS upgrades at the San Bruno and San Mateo school sites. She explained that the Board approved project for tile removal and carpet installation was delayed during the 2024–2025 school year due to CCS's service schedule. The work was carried over and completed during the summer of 2025. The final remaining cost of \$19,945 will be charged to SELPA/LEAs in the 2025–2026 school year.

6. Discussion Items

A. Review/First Read of the SELPA AI Guidelines

Associate Superintendent Yung shared the draft for SELPA Artificial Intelligence (AI) Guidance in confidential meetings, which emphasizes student privacy; compliance with FERPA/IDEA; and the risks of entering sensitive data into AI platforms. Districts are encouraged to establish clear policies, ensure parental consent, and maintain human oversight when AI tools are used.

B. Board Discussion Items

Associate Superintendent Yung proposed the addition of a “Board Discussion Items” section to the Governing Board Agenda for any topics suggested by members of the Board for future meetings.

Board Member Silversmith is requesting the consideration of establishing a lending library for Low Incidence equipment that would be shared amongst member LEAs.

Board Chair Sudaria requested a cost-benefit analysis presentation comparing the use of non-public schools and agencies with the services offered by the County, to align with the goal of serving students within San Mateo County boundaries. Board Member Silversmith emphasized that this presentation should come from the San Mateo County Office of Education (SMCOE) and not the SELPA.

7. Updates

A. SELPA Update

Associate Superintendent Yung reported that the SELPA is collecting fiscal reports from LEAs to begin the new budget year. She recommended that LEAs schedule regular meetings throughout the year to manage reporting requirements proactively and avoid being inundated by Fall deadlines. Additionally, Associate Superintendent Yung noted that the Master Contract process with non-public schools and agency partners is in its final stages.

B. County Superintendent Comments

San Mateo County Superintendent Nancy Magee was not in attendance.

C. Board Member Comments

No comments were shared by the Board Members.

8. Adjournment

Board Chair Sudaria adjourned the meeting at 10:33 am. The next SELPA Governing Board meeting is on October 14th, 2025.