CALL TO ORDER: The April 18, 2023 meeting of the Administrative Council for the Lassen County Special Education Local Plan Area was called to order by Superintendent Jason Waddell at 9:03 a.m. in the Boardroom of the Lassen County Office of Education via in-person and ZOOM.

MEMBERS PRESENT AT THE MEETING: Patricia Gunderson, LCOE
Jason Waddell, Susanville/Ravendale-Termo
Whitney Mauck, Thompson Peak Charter
Sherri Morgan, Long Valley School
Paula Silva, Big Valley
Joshua Blackburn, Shaffer
Scott Smith, Johnstonville @ 9:08 a.m.
Bryan Young, Fort Sage
Jan DeMers, Richmond
Eileen Heisig, Westwood
Samia Merza, Janesville @ 9:13 a.m.

VISITORS PRESENT AT THE MEETING: Debbie Ceaglio, LCOE
Courtney Russell, LCOE
Thomas Jones, LCOE
Michelle Brown, Susanville
Dianne Parady, Shaffer
Hillary Magarrell, Mt. Lassen Charter

ESTABLISHMENT OF QUORUM: Big Valley Yes Ravendale-Termo Yes
Fort Sage Yes Richmond Yes
Janesville No Shaffer Yes
Johnstonville No Susanville Yes
Lassen High No Westwood Yes
LCOE Yes Thompson Peak Yes
LVS Yes

APPROVAL OF AGENDA: MSCU (Gunderson/Silva) to approve the agenda as presented.

APPROVAL OF MINUTES: MSCU (Morgan/Gunderson) to approve the minutes as presented.
HEARING OF PERSONS DESIRING TO ADDRESS THE COUNCIL:
No one was present to address the Council.

FINANCIAL UPDATE:
Director of Business Services, Courtney Russell, reported that they are working on the Annual Budget and that it will be sent to the CBOs by the end of the month. Courtney also discussed AB602 funding and how it impacts the LEA’s.

LOCAL PLAN REVIEW-DISCUSSION:
Jan DeMers reported that the Local Plan was updated and sent to all Administrators. Jan provided a narrative of the service indicators, the Annual Budget and explained that these were all discussed at the last Community Advisory Committee (CAC) meeting. Jan recommended the LEAs adopt the Local Plan. It is Approved at the SELPA level and Adopted by the LEA.

SST: IN PERSON TRAINING OFFERED BY CHELSEA DOMPELING:
Jan DeMers said Chelsea Dompeling did an SST training at Shaffer elementary and that it went well. Joshua Blackburn confirmed that it was helpful as they had an informal process that worked but they lacked documentation. Jan explained that interventions are needed before a referral is made. If no documentation, intervention wasn’t done in the eyes of the law. Documentation is needed for a solid referral. If not, CDE will ask why and it will be a corrective action.

2023-2024 STAFFING UPDATE:
Jan DeMers reported that Dawn German-Howe was hired for the preschool position.

TELE-SPEECH SERVICES: UPDATE ON COST-DISCUSSION:
Jan DeMers let Administrators know that the cost of speech tele-services has increased significantly. There are numerous speech referrals in the Elementary setting. Jan thinks that teachers are going to the Tele-Speech SLP (Speech-Language Pathologist) directly and are asking for the student to be assessed. Another reason for the increased cost is students being absent and the SLP not being notified in advance. Jan said it’s important for the LEA to let the SLP know if there is an upcoming field trip, school break, etc., as student absences are charged if the SLP is not made aware. Jan will be sending an email out to see who would be interested in using TalkPath for interventions. Jan would like to see TK-1st grade interventions done as it can really help reduce the number of referrals. Jan will send the email, see who is interested, and we will bring back and figure out the particulars.

CONSIDERATION TO APPROVE LOCAL PLAN:
MSCU (Merza/Silva) to approve Local Plan.
OF NEXT MEETING: The next meeting of the Administrative Council for the Lassen County SELPA is May 16, 2023, 9:00 a.m., at the Lassen County Office of Education.

ADJOURNMENT: There being no further business, the meeting adjourned at 10:03 a.m.