Executive Directors Council Meeting  
September 24, 2015  
10:00 a.m. – 6957 North Figueroa Street, Highland Park, CA 90042 – Optimist Charter School

I. EXECUTIVE DIRECTORS COUNCIL COMMITTEE MEETING (none)

II. PRELIMINARY ACTIVITIES – 10:00 a.m.  
A. Call to Order  
B. Ordering of the Agenda  
C. Approval of the Minutes  
   1. May 28, 2015 Executive Directors Council

III. COMMUNICATIONS: EXECUTIVE DIRECTORS / SELPA DIRECTOR / PUBLIC

IV. PRESENTATIONS (none)

V. HEARINGS (none)

VI. REPORTS / STUDY TOPICS  
A. SELPA Fiscal Report  
B. SELPA Marketing and Growth Plan  
C. CDE CASEMIS and Compliance Information Overview

VII. RECOMMENDATIONS (none)

VIII. CLOSING ITEMS  
A. Compliance Monitoring & LEA Report  
B. Los Angeles County Charter SELPA Executive Director’s Council Meeting Schedule, Establishment of Meeting Times, Future Agenda Items, Follow up

IX. ADJOURNMENT
MINUTES
LOS ANGELES COUNTY CHARTER SELPA
EXECUTIVE DIRECTORS COUNCIL MEETING
6957 N. Figueroa Street
Highland Park, CA 90042
Thursday, May 28, 2015

An Executive Directors Council Meeting was held on May 28, 2015 at Optimist located at 6957 N. Figueroa St., Los Angeles, CA 90042

PRESENT: Alan Eskot (Optimist), Kate Bean (AVESON), Ricardo Mireles (AVANCE), Lauren O’Neill (Odyssey) Celeste Deter (CELERITY),

ABSENT: (Jardin de la Infancia) (Westchester)

OTHERS PRESENT: Jim Anderson (LACOE), Abby Huang (LACOE), Arjun Kushwaha (LACOE), Indra Ciccarelli (LACOE), and Ramona Cruz (LACOE)

II. PRELIMINARY ACTIVITIES

CALL TO ORDER
Kate called the meeting to order at 10:24 a.m.

ORDERING OF AGENDA
No changes

APPROVAL OF MINUTES
March 27, 2015
It was MOVED by Lauren and SECONDED by Celeste to approve the minutes as presented. No oppositions, no abstentions. Motion CARRIED.

III. COMMUNICATIONS:
EXECUTIVE DIRECTORS/SELPA DIRECTOR

Discussion on the the transfer of data and questions on the compatibility with different programs were had by the members related to Odyssey and Aveson. Their first training is to be held June 12 with the new SELPA. The history of the Desert Mountain Charter SELPA was reviewed. Discussion on the State Board of Educationa and growth of the Charter were held. Discussion on how LACOE court schools put students in grade by age instead of credits and how this creates confusion for students when they arrive at their site. It was shared that LACOE’s final disposition is on placing by age starting in July. To graduate student’s need 220 credits and
since court school students enter LACOE after an arrest they don’t come with a transcript and most are unaware of how many credits they actually have.

Jim shared that a public records request was received by the SELPA. Other agencies have received it too.

**IV. PRESENTATIONS (none)**

**V. HEARINGS**

The chair opened the public hearing of the 2015-16 Annual Budget and Service Plans for the Los Angeles County Special Education Local Plan. Anyone to speak: none on either side.

**VI. REPORTS/STUDY TOPICS**

**CDE CASEMIS and Compliance Information Overview**

The handout of The Special Edge booklet has information that is a great resource for special education staff. Table C-Discipline File requirements from CDE were discussed. Discipline data in Table C is cross-referenced to CALPADS for accuracy. Discussion on CASEMIS merging into CALPADS was held. Conversation about how this is going to be handled as far as matching fields in both systems, entering data in student information system and then exporting. One point of data entry then exported and imported to Table C of CASEMIS for submission. It was brought up that schools needed to be more thoughtful as to why students are being suspended. Importance of accurate data being input was discussed. State Performance Plan Indicators Report – combination of CALPADS and CASEMIS were discussed and the shift from Compliance only emphasis to both Compliance and student Performance outcomes was highlighted.

**SELPA Fiscal Report**

Abby reviewed the data on the report. Four charters need to provide more data to get their funding. Reserve amounts returned to Aveson and Odyssey was discussed. At the end of July or early August is when they receive full funding all the way back to 2011-12. Discussion was held related to WAYS funding and what would be possibilities of that for re-allocation. Kate asked about fiscal planning of IDEA funds, as they are not received in a lump sum. Abby stated they are on a reimbursement basis now. Report due dates and timeline items were discussed. The May Revise was discussed. K Thru 12 Ed articles talks about identifying needs earlier, one system working in tandem; general education doing a better job early on so no need to identify later.
Los Angeles County Charter SELPA
Executive Directors Council
Minutes of 05/28/15
3

**2015-16 Los Angeles County SELPA Meeting Calendars**
Jim spoke about all the calendars being subject to approval. Executive Directors Council meetings ok as they are. Program Council meeting time is from 3:00 p.m.-4:00 p.m. and Community Advisory Committee is from 2:00 p.m.-3:00 p.m.

**SELPA Membership Report**
Jim shared regarding a proposal to restructure the SELPA. The additional schools aren’t charter school. Originally the SELPA was designed to allow other schools to join and not necessarily be for charter schools only. Jim will be meeting next week with the Chief Business Officer, Assistant Superintendent, general counsel and some of the controller’s office staff. If done then it would come back to the Executive Directors Council for a vote to join as members of the LAC Charter SELPA. Jim will come back to this body with a report at the next meeting with the outcome. This would be a positive move as it provides stability in ADA, funding, and having a growth mindset.

VII.
RECOMMENDATIONS

**Recommendation for Approval of the 2015-2016 Annual Budget and Service Plans for the Los Angeles County Special Education Local Plan Area**
SEA’s funds/revenue is not included in this budget plan. Approve the recommendation with the intent of amending it with the SEA funds.

It was MOVED by Alan and SECONDED by Celeste to approve with the budget and service plan with the amendment to include SEA's funding/revenue data as soon as it’s received. Five Yea, 0 Nay. Motion CARRIED.

**Recommendation for Approval of the 2015-2016 Los Angeles County SELPA Meeting Calendars**
It was MOVED by Alan and SECONDED by Celeste to approve the calendars with the revision of adding the actual meeting times for Executive Directors Council at 10:00 a.m.-12:00 noon, Community Advisory Council 2:00 p.m.-3:00 p.m., and Program Council 3:00-4:00 p.m. 5 Yea; 0 Nay. Motion CARRIED.

VIII.
CLOSING ITEMS

**Compliance Monitoring & LEA Report**
Send the reports to Arjun.

**Information Items**
Jim shared about the training opportunities and ACSA information. Arjun shared about his meeting at SEACO and information about the transportation of special education students.
IX.
ADJOURNMENT
It was MOVED by Alan and Lauren SECONDED. Meeting adjourned at 12:16 p.m.
Executive Directors Council Meeting – September 24, 2015

Item VI. Reports / Study Topics

A. CDE SELPA Fiscal Report

1. Fiscal Reports Due Date Timeline for 2015-16
2. Additional Reallocated Federal Local Assistance Grant, IDEA 13-14 and 14-15 funding
3. SELPA Administrative Fee in 2015-2016
4. SEA Charter Update
<table>
<thead>
<tr>
<th>Due date</th>
<th>Reports</th>
<th>Due to:</th>
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</thead>
<tbody>
<tr>
<td>September 15, 2015</td>
<td>Excess cost calculation</td>
<td>LACOE-Abby</td>
</tr>
<tr>
<td>October 5, 2015</td>
<td>Federal Local Assistance-Report 7 for 2013-14</td>
<td>LACOE-GPM</td>
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<td>October 15, 2015</td>
<td>MOE report</td>
<td>LACOE-Abby</td>
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<tr>
<td>January 10, 2016</td>
<td>Federal Local Assistance-Report 1 for 2015-16</td>
<td>LACOE-GPM</td>
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<tr>
<td>January 10, 2016</td>
<td>Federal Mental Health-Report 1 for 2015-16 (7/1/2015 to 12/31/2015)</td>
<td>LACOE-Abby</td>
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<td>February 10, 2016</td>
<td>(10/1/2015 to 1/30/2016)</td>
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<tr>
<td>April 10, 2016</td>
<td>Federal Local Assistance-Report 2 for 2015-16</td>
<td>LACOE-GPM</td>
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<td>April 10, 2016</td>
<td>Federal Mental Health-Report 2 for 2015-16 (1/1/2016 to 3/30/2016)</td>
<td>LACOE-Abby</td>
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<tr>
<td>April 30, 2016</td>
<td>Annual Budget Plan</td>
<td>LACOE-Abby</td>
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<tr>
<td>June 10, 2016</td>
<td>(2/1/2016 to 5/30/2016)</td>
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</table>
# IDEA - Local Assistance
## 2013-2014 Entitlements
### July 1, 2013 - September 30, 2015

<table>
<thead>
<tr>
<th>SELPA/DISTRICT</th>
<th>8.80% DISTRICT'S INDIRECT</th>
<th>6.41% DISTRICT'S INDIRECT</th>
<th>2.39% LACOE'S INDIRECT*</th>
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<tbody>
<tr>
<td>LACOE Charter SELPA</td>
<td></td>
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<tr>
<td>Academia Avance</td>
<td>4,914</td>
<td>3,579</td>
<td>1,335</td>
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<tr>
<td>Aveson Global Leadership Academy</td>
<td>4,006</td>
<td>2,919</td>
<td>1,087</td>
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<tr>
<td>Aveson School of Leaders</td>
<td>4,330</td>
<td>3,154</td>
<td>1,126</td>
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<tr>
<td>Celerity Sirius</td>
<td>5,264</td>
<td>3,835</td>
<td>1,429</td>
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<tr>
<td>Wisdom Academy for Young Scientists</td>
<td>2,417</td>
<td>1,760</td>
<td>657</td>
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<tr>
<td>Westchester Secondary Charter</td>
<td>488</td>
<td>356</td>
<td>132</td>
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<tr>
<td>Optimist Charter</td>
<td>326</td>
<td>237</td>
<td>89</td>
</tr>
<tr>
<td>Jardin De La Infancia</td>
<td>114</td>
<td>83</td>
<td>31</td>
</tr>
</tbody>
</table>

| 33107.4 - SELPA TOTAL | 328,265 | 26,551 | 19,341 | 7,210 |

**Total UDC for SELPA**

Attachment No. 2
Bulletin No.3772
ABD - 02-24-2014
### IDEA - Local Assistance
#### 2014-2015 Entitlements
**July 1, 2014 - September 30, 2016**

**REVISED 9/10/2015**

<table>
<thead>
<tr>
<th>SELPA/ DISTRICT</th>
<th>DEC. '13 UNDUPPLICATED STUDENTS IN AGES 5-21</th>
<th>DEC. '13 PRIVATE SCHOOLS</th>
<th>GRANT AMOUNT</th>
<th>7.75% AMOUNT</th>
<th>DISTRICT TOTAL AMOUNT</th>
<th>DISTRICT'S INDIRECT AMOUNT</th>
<th>LACOE'S INDIRECT AMOUNT*</th>
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</thead>
<tbody>
<tr>
<td>LACOE Charter SELPA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academia Avance</td>
<td>34</td>
<td>40,931</td>
<td>36</td>
<td>10,439</td>
<td>51,370</td>
<td>3,695</td>
<td>2,689</td>
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<tr>
<td>Aveson Global Leadership Academy</td>
<td>62</td>
<td>74,639</td>
<td>74,639</td>
<td>5,369</td>
<td>51,370</td>
<td>2,269</td>
<td>1,462</td>
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<tr>
<td>Aveson School of Leaders</td>
<td>36</td>
<td>43,339</td>
<td>43,339</td>
<td>3,117</td>
<td>51,370</td>
<td>2,269</td>
<td>1,462</td>
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<tr>
<td>Celentri Sirius</td>
<td>35</td>
<td>42,135</td>
<td>10,149</td>
<td>52,284</td>
<td>52,284</td>
<td>3,761</td>
<td>2,737</td>
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<tr>
<td>Odyssey Charter</td>
<td>41</td>
<td>49,358</td>
<td>49,358</td>
<td>3,550</td>
<td>52,284</td>
<td>2,737</td>
<td>1,024</td>
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<tr>
<td>Wisdom Academy for Young Scientists</td>
<td>33</td>
<td>39,727</td>
<td>-39,727</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Jardin De La Infancia</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>290</td>
<td>290</td>
<td>21</td>
<td>15</td>
</tr>
<tr>
<td>Westchester Secondary Charter</td>
<td>33</td>
<td>39,727</td>
<td>11,309</td>
<td>51,036</td>
<td>51,036</td>
<td>3,671</td>
<td>2,671</td>
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<tr>
<td>Optimist Charter</td>
<td>19</td>
<td>22,873</td>
<td>7,539</td>
<td>30,413</td>
<td>30,413</td>
<td>2,187</td>
<td>1,592</td>
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**33107.5- SELPA TOTAL**

<p>| | | | | | | | |</p>
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<tr>
<th></th>
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<tbody>
<tr>
<td></td>
<td>293</td>
<td>0</td>
<td>352,730</td>
<td>137</td>
<td>0</td>
<td>352,730</td>
<td>25,371</td>
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39,727
Executive Directors Council Meeting – September 24, 2015

Item VI. Reports / Study Topics

B. SELPA Marketing and Growth Plan

1. SELPA Staff and Executive Directors will discuss the attached report.
MARKET SUMMARY

Market Scope: Past

There are four Charter SELPAs including LAC Charter SELPA in the state of California. This sector has witnessed increasing market share every year as more Charters become operational. Charter schools are present in 50 of the 58 CA counties with 85% of the schools as new start-ups and the rest are conversion schools.

<table>
<thead>
<tr>
<th>School Type</th>
<th>Enrollment</th>
<th>Number of Schools</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>210,086</td>
<td>516</td>
</tr>
<tr>
<td>K-12</td>
<td>126,392</td>
<td>217</td>
</tr>
<tr>
<td>Middle</td>
<td>57,402</td>
<td>144</td>
</tr>
<tr>
<td>Junior high</td>
<td>841</td>
<td>3</td>
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<tr>
<td>High</td>
<td>143,998</td>
<td>285</td>
</tr>
<tr>
<td>Continuation</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alternative</td>
<td>122</td>
<td>1</td>
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<tr>
<td>Community day</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Special education</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>2,208</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>541,051</strong></td>
<td><strong>1,173</strong></td>
</tr>
</tbody>
</table>

Source: CDE Fact Sheet

Charter School Growth in CA:

Charter school growth in California New charters, fall 2013: 104
Closed charters, spring 2013: 39
Net gain in charters, 2013-14: 65
Total charter schools, 2013-14: 1,130
Total charter students, 2013-14: 519,000
Charter school growth from previous year: 6.1 percent
Charter student growth from previous year: 10.3 percent
SOURCE: National Alliance for Public Charter Schools
Market Scope: Present
Charter SELPAs by Total Members

<table>
<thead>
<tr>
<th>Charter SELPA by School Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Dorado</td>
</tr>
<tr>
<td>264</td>
</tr>
</tbody>
</table>

Service and Product Definition
Membership in Charter SELPA - Required for each Charter School.
Coordination of special education service delivery
LEA Status special education purposes for all members – Autonomy for funding and service delivery

COMPETITIVE LANDSCAPE

**El Dorado Charter SELPA**
- Industry leader
- Oldest Charter SELPA (Default Choice)
- Sliding Fees model
- Support for new members
- Linked to SBE

**Desert Mountain SELPA**
- Dedicated support from larger SELPA
- Growth oriented
- Dedicated personnel of support
- Single window of support
- Established history of association with Charter Schools.

**Sonoma County Charter SELPA**
- Small but responsive
- Prefers northern CA charters but open statewide
- Sliding fees model
- Discount on JPA
PRODUCT COMPARISON AND POSITIONING

Relative positioning of LAC Charter SELPA with the other three for costs and services

Market Scope: Future for LAC Charter SELPA

LAC Charter SELPA Customer Promise

- Fiscal Transparency and Trust
- SPED monitoring and Compliance Assistance
- Single window of support for all LEAs
- Sliding scale for administrative fee
- Dedicated programmatic support
- Timely assistance on all matters related to special education

COMMUNICATION STRATEGIES

Messaging by Audience

- Listing with CCSA and CRDC
- Statewide CAC groups
- SBE
- CMOs
- Law Firms
- Online K-12 Schools (to be explored)

Targeted Consumer Demographics

- LA County (Preferred)
- Statewide
LAUNCH STRATEGIES

Launch Plan

- Two year plan starting 2015-16
- Automatic membership for Charters authorized by LACOE Board (if so desired by the School)
- Extend SELPA application deadline to June 30 of each year
- Shorten decision timeline ~ 45-60 days.
- Reimbursement for SPED services**
- Cash Advance Process***

Promotion Budget

- $15k for two years
- Use of LACOE’s media and communication wing
- Detailed marketing activities to be decided

MARKETING STRATEGY AND EXECUTION

- Dedicated online presence with all relevant information
- Online management of application process from submission to final decision
- Blog and article management
- Social media marketing
- LAC Charter SELPA brand development
- Backup PR plan, including editorial calendars, speaking engagements, conference schedules, etc.

OTHER PROMOTION

Direct Marketing

- Direct mailers to CMOs and schools.
- Word of mouth through existing members

Third-Party Marketing

- Explore co-marketing opportunities with other orgs. like CCSA/CRDC/CAC Groups.
- Partner with other SELPA to gain referrals (when other SELPAs refuse to entertain membership requests.

PACKAGING AND FULFILLMENT

Service Packaging

- One stop office support with single point of contact
- Preferential pricing though LACOE branding for service contracts
- SELPA assisted contractual pricing
Cost of Services Delivered
Existing fee structure as defined in Allocation Plan

PRICING AND POLICIES

Pricing
As per current Allocation Plan

Policies
As per Local Plan

DISTRIBUTION

Distribution Strategy and Channels
- Partnerships with Charter Organizations and Advocacy Groups for best practices and latest updates
- Direct delivery of services for members
- Consulting services

Distribution by Channel
Each channel will contribute percentage of distribution.

FUTURE VERTICAL INTEGRATION CONSIDERATIONS
- Further SPED-4 development for Charter SELPA use reducing litigation costs (through data mining and business intelligence) as well as vendor costs
- Tiered membership structure
- Professional development workshops (nominal fees may be charged to recoup costs to non-members)

Geographical Issues
Considerations for Charters outside of LA’s geographical area.
- Regular meetings held electronically
• Periodic meetings in different regions (North CA, Southern CA)
• Multiple channels of training
• On site assistance (wherever possible)
• Partnerships with other entities to ensure timely service delivery

SUCCESS METRICS

• Increase membership by at least 2 LEAs per year
• Develop single window of support for all LEAs by end of 2015-16 school year
• Breakeven on balance sheet by 2016-17 close of fiscal year.

SCHEDULE

7-Month Schedule Highlights

Timing

• EDC Approval obtained by October 2015
• Online Presence completed by January 2016
• Direct Marketing and Third Party marketing plan implemented by May 2016

MARKETING SCHEDULE

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2015 to January 2016</td>
<td>EDC Approval and Online Presence</td>
</tr>
<tr>
<td>January to May 2016</td>
<td>Direct and Third Party Marketing plan</td>
</tr>
</tbody>
</table>

RISKS

• Personnel and time commitments
• Timely approval from EDC regarding marketing plan and budget
• Admission of new members every year to increase total revenue base by 5% each year

End Notes

** Total apportionment for SPED DIS services reimbursement: $ 100,000. Each LEA will have a reimbursement cap based on its percentage contribution towards total revenue generated for the SELPA. Will vary each year.

*** Specific conditions for certified attendance information and repayment guarantees would apply.
Executive Directors Council Meeting – September 24, 2015

Item VI. Reports / Study Topics

C. CDE CASEMIS and Compliance Information Overview

   1. Data Identified Non-Compliance.
   2. Table C Discipline Data Discrepancies – CASEMIS and CALPADS
   3. 2015 End of Year CASEMIS Submission
Item VIII. Closing Items

A. Compliance Monitoring and LEA Report
Los Angeles County “Charter” SELPA Compliance Monitoring & LEA Report

District/LEA: ___________________________ Date: ______________________

Administrator: __________________________

Please indicate current operations and/or compliance status in area noted below as it relates to your district or PAU.

<table>
<thead>
<tr>
<th>Issue</th>
<th>Status/Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. IEP Process</td>
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</tr>
<tr>
<td>2. Instructional Programs and Services</td>
<td></td>
</tr>
<tr>
<td>3. Professional Development</td>
<td></td>
</tr>
<tr>
<td>4. Funding</td>
<td></td>
</tr>
<tr>
<td>5. CASEMIS</td>
<td></td>
</tr>
<tr>
<td>6. Due Process/Compliance Complaints</td>
<td></td>
</tr>
<tr>
<td>7. Other</td>
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</tr>
</tbody>
</table>
Item VIII. Closing Items

B. Los Angeles County Charter SELPA Executive Director’s Council Meeting Schedule, Establishment of Meeting Times, Future Agenda Items, Follow up
Los Angeles County
Special Education Local Plan Area
(LAC SELPA)

2015-2016 Executive Directors Council
Calendar of Meetings

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>24</td>
<td>Optimist</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6957 North Figueroa Street</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Highland Park, CA 90042</td>
</tr>
<tr>
<td>November</td>
<td>19</td>
<td>Celerity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2069 W. Slauson Avenue</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Los Angeles, CA 90047</td>
</tr>
<tr>
<td>January</td>
<td>28</td>
<td>Optimist</td>
</tr>
<tr>
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<td>6957 North Figueroa Street</td>
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<td></td>
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<td>Highland Park, CA 90042</td>
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<tr>
<td>March</td>
<td>24</td>
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</tr>
<tr>
<td></td>
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<td>2069 W. Slauson Avenue</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Los Angeles, CA 90047</td>
</tr>
<tr>
<td>May</td>
<td>26</td>
<td>Optimist Charter School</td>
</tr>
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Updated 5/26/15
### Los Angeles County
Special Education Local Plan Area
(LAC SELPA)

#### 2015-2016 Program Council
Calendar of Meetings

<table>
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<th>Date</th>
<th>Location</th>
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<tbody>
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## Los Angeles County
Special Education Local Plan Area
(LAC SELPA)

### 2015-2016 Community Advisory Committee
Calendar of Meetings

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
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Updated 5/26/15