

# WHITTIER AREA COOPERATIVE SPECIAL EDUCATION PROGRAM

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**JOINT POWERS BOARD  
REGULAR MEETING  
Thursday, September 18, 2014, 8:30 am  
Whittier Union High School District**

**Minutes**

**A. Opening of Meeting by Chairperson – Meeting was called to order at 9:35am**

1. Roll Call

Martin Galindo, ER, Chair --- Present  
Mary Branca, EW --- Present  
Phillip Perez, LL --- Present  
Jonathan Vasquez, LN --- Present  
Gail Baxter, SW --- Present  
Ron Carruth, WC --- Present  
Sandra Thorstenson, WU --- Present

2. Approval of Agenda of September 18, 2014

Moved: Mary Branca  
Seconded: Gail Baxter  
Vote: 7-0

3. Approval of Minutes of August 21, 2014

Moved: Sandy Thorstenson  
Seconded: Jonathan Vasquez  
Vote: 7-0

**B. Citizen's Comments -- There were no public comments.**

**C. Action Items**

1. It is the recommendation of the SELPA Director that a contract with The Cosca Group, in regards to services to be completed by Jeanne Davis for guidance and support related to the revision of our Local Plan and Procedural Handbooks, not to exceed \$15,000, be approved.

Moved: Jonathan Vasquez  
Seconded: Sandy Thorstenson  
Vote: 7-0

**D. Consent Calendar**

Moved: Ron Carruth  
Seconded: Phil Perez  
Vote: 7-0

1. It is recommended that the following services be approved for the 2014-2015 school year:

<b>Provider</b>	<b>Service</b>	<b>Dates</b>	<b>Cost</b>
FBM	Yearly copier rental fee Xerox WorkCentre 7435 for WACSEP Admin.	8/1/2014 to 7/31/15	Not to exceed \$3,200
FBM	Yearly copier rental fee Cannon #FBM3923 for VI Dept.	8/22/2014 to 8/21/2015	Not to exceed \$1,900

**E. Discussion Items**

1. A review of DRAFT Off the Top Costs for each of our member districts

During a discussion the following ideas were agreed upon:

- The Off the Top Expenses are driven by the districts and are ultimately approved by the Superintendents at JPB.
- WACSEP (Jimmy & America) should be called on all fiscal matters related to the SELPA to ensure "one point of contact" for the seven member districts.
- An approved regional program would include ESY in their billing.
- Startup costs will be considered for new regional programs.
- ISL is a preschool regional program and is an Off the Top Cost.
- We need to keep the Off the Top Costs to a minimum.

2. A review of our General SELPA Budget and WACSEP Department Budget

This discussion was tabled.

**F. Adjournment** - meeting was adjourned at 10:55am