

ADMINISTRATIVE COUNCIL FOR
THE LASSEN COUNTY SPECIAL EDUCATION LOCAL PLAN AREA (SELPA)
A CONSORTIUM

Unapproved Minutes
January 20, 2026

CALL TO ORDER: The January 20, 2026 meeting of the Administrative Council for the Lassen County Special Education Local Plan Area was called to order by Superintendent Joshua Blackburn at 9:01 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
Sherri Morgan, Long Valley/Thompson Peak
Thomas Jones/Bryan Young, Big Valley
Brian Boyer, Richmond
Paula Silva, Westwood
Scott Smith, Johnstonville
Derek Cooper, Fort Sage
Josh Blackburn, Shaffer
Jamie Lewis, Janesville
Mark Brewer, Lassen High @9:11 a.m.

VISITORS PRESENT AT THE MEETING:

Joshua Kim, LCOE
Debbie Ceaglio, LCOE

ESTABLISHMENT OF QUORUM:

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

APPROVAL OF AGENDA:

MSCU (Silva/Gunderson) to approve the agenda as presented.

APPROVAL OF MINUTES:

MSCU (Waddell/Boyer) 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 was unable to attend but did create hand-outs containing the student employment program (SEP) multiyear projection narrative, as well as the projections for 2026-27, 2027-28 and 2028-29.

WORKABILITY/TPP: County Superintendent, Patty Gunderson provided information on Workability/TPP as Courtney Russell was unable to attend. Patty provided a summary of the program and how the Transition Partnership Program/ TPP grant is being cut by \$260,000. The program requires two employees in order to operate and without help from the districts, the program cannot continue past the current school year. Assistant Superintendent of SPED, Joshua Kim, spoke asking that the districts maintain the program as although not mandatory, it is a great program. He said it would cost each district \$6,000. Sherry Morgan said she needs time and more information. She understands it's an action item but is not prepared to take action without more information. Mark Brewer agreed. Paula Silva said she would miss the soft skills provided but she would like to see more follow through. Jason Waddell said Susanville and Lassen High would pay the most as it would be a regional program that is based on enrollment, not \$6,000 split equally. Patty Gunderson asked Sherry Morgan to send her some specific questions she would like answered and she will have the SEP Director address them. Brian Boyer asked if Medi-Cal dollars could be used to cover costs? Patty responded no; these dollars cannot be used.

**BCBA (BOARD
CERTIFIED BEHAVIOR
ANALYST) & RBT
(BEHAVIOR
INSTRUCTIONAL AIDE:**

Assistant Superintendent, Joshua Kim, provided a proposal for both a full-time BCBA for Lassen County SELPA as requested by the sub-committee. An RBT aide would be the responsibility of the district. The proposal provided both a full time in-person BCBA and a full-time virtual BCBA. Jason Waddell explained that the sub-committee met and considered bringing back the moderate/severe program for K-8th grade students, but found that the bigger need was behaviors. The best solution would be to hire a BCBA as a regional service and each district would be responsible for providing and employing its own RBT. Patty Gunderson said she would love to see everyone come together for training and that the cost of training could be paid using Medi-Cal dollars. Jason suggested they create a uniform RBT job description. Sherri Morgan said she would not go to her board and ask for a new position without seeing a job description and asked Joshua what a BCBA would do. Joshua replied, stating the BCBA would go to IEP meetings, supervise, provide ongoing training and do assessments.

**SELPA ADMINISTRATIVE
REPORT:**

Assistant Superintendent, Joshua Kim, reported that some districts will be in Compliance and Improvement Monitoring (CIM). A letter will come out in February or March. Each district is responsible for submitting any improvement plan but Joshua must review it before they submit. Joshua also reported that he is working on the SELPA service plan. There is a new online reporting system but it hasn't yet come out.

**CONSIDERATION TO
APPROVE HIRING
A BCBA:**

MSCU (Morgan/Waddell) to approve hiring a BCBA.

CONSIDERATION TO
APPROVE DISTRICT
FUNDING TO MAINTAIN
WORKABILITY/TPP
PROGRAM:

No action taken due to lack of motion. MSCU (Morgan/Smith) to bring back as an action item in February.

BOARD MEMBER

COMMENTS:

Jason Waddell asked Joshua Kim to bring back the practice of providing a list of monthly expenditures and reserves. Jason would like to see these costs presented each month.

DATE/TIME/LOCATION

OF NEXT MEETING:

The next meeting of the Administrative Council for the Lassen County SELPA is February 17, 2026 at 9:00 a.m., at the Lassen County Office of Education.

ADJOURNMENT:

There being no further business, the meeting adjourned at 10:25 a.m.