

MINUTES

Friday, August 16, 2024 – 9:00 a.m.

DESERT MOUNTAIN SELPA MEMBERS PRESENT

Academy Academic of Excellence - Marcelo Congo, Adelanto Elementary – Amber Best, Barstow – Heather Reid, Bear Valley – Leigh Anne Drake, DM Operations – Rich Frederick, Excelsior – Amber Englehart, Health Sciences – Bryan Dale via Zoom, Helendale – Chantell Butler, Hesperia – Eric Land, Lucerne Valley – Vici Miller, Needles – Jamie Wiesner via Zoom, Silver Valley – Cheri Rigdon, Trona – Nicole Yeager via Zoom, Victor Elementary – Tanya Benitez, Victor Valley – Larry Brunson

CAHELP, DM SELPA, AND DMCC STAFF PRESENT

Pam Bender, Annette Rego, Bobbie Taylor, Dr. Codi Andersen, Colette Garland, Danielle Côté, Deborah Sarkesian, Guille Robles-Burgos, Heidi Chavez, Iván Campos, Jennifer Rountree, Jennifer Sutton, Dr. Karina Quezada, Kayla Gewirtz, Linda Rodriguez, Lisa Nash, Marina Gallegos, Maurica Manibusan, Misty Ubina, Miya Narvaiz-Ward, Sheila Parisian, Cindy Quan.

1.0 CALL TO ORDER

2.0 ROLL CALL

Members introduced themselves as roll call was taken.

3.0 PUBLIC PARTICIPATION

None.

4.0 ADOPTION OF THE AGENDA

4.1 **BE IT RESOLVED** that a motion was made by Tanya Benitez, seconded by Amber Best, to approve the August 16, 2024, Desert Mountain SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 15:0:0: Ayes: Marcelo Congo, Amber Best, Heather Reid, Leigh Anne Drake, Rich Frederick, Amber Englehart, Bryan Dale, Chantell Butler, Eric Land, Vici Miller, Jamie Wiesner, Cheri Rigdon, Nicole Yeager, Tanya Benitez, Larry Burnson. Nays: None. Abstentions: None.

5.0 CONSENT ITEMS

It is recommended that the Steering and Finance Committee consider approving several Agenda items as a Consent list. Consent Items are routine in nature and can be enacted in one motion without further discussion. Consent items may be called up by any Committee Member at the meeting for clarification, discussion, or change.

5.1 **BE IT RESOLVED** that a motion was made by Rich Frederick, seconded by Leigh Anne Drake, to approve the following Consent Item as presented. The motion carried on the following vote: 15:0:0: Ayes: Marcelo Congo, Amber Best, Heather Reid, Leigh Anne Drake, Rich Frederick, Amber Englehart, Bryan Dale, Chantell Butler, Eric Land, Vici Miller, Jamie Wiesner, Cheri Rigdon, Nicole Yeager, Tanya Benitez, Larry Burnson. Nays: None. Abstentions: None

5.1.1 May 17, 2024, Desert Mountain SELPA Steering and Finance Committee Meeting

Minutes.

6.0 CHIEF EXECUTIVE OFFICER AND STAFF REPORTS

6.1 Legislative Update

Pam Bender provided several legislative updates that were included in the meeting materials. AB2173 (Addis) approval of removing emotional disturbance and replacing it with emotional disability. AB2268 (Muratsuchi), exempt children enrolled in transitional kindergarten from being assessed with the ELPAC. 438 (Rubio) Pupils with exceptional needs was ordered to a third reading to the Senate Transition goals/language to be included by the time the student is in 9th grade. If the team determines that the student does not need transitional language or transitional goals in their IEP, need to comment by including this determination by writing into the IEP. SB445 (Portantino) IEP Translations to be done in thirty days which could cause a fiscal issue when having to hire more staff to comply. It may end up in a suspense file. It was re-referred to the Commission on Appropriations. Legislative calendar reviewed.

6.2 Alternate Pathway Diploma

Pam Bender shared that Victor Valley Union High School District has taken their policy to their board and received approval. We will ask VVUHSD to do a workshop for SELPA. DM Operations has students from all districts. Looking at this across the board for each district working together to make sure that the credits and classes that are appropriate for the district of residence requirement.

6.3 Credentials Bridge Authorization

Heidi Chavez shared that SELPA is offering a Bridge Authorization Credentialing Program which is a three-hour virtual free training for district staff. The district Human Resources is going to need to look at teacher credentials. Teacher must have a clear credential including the autism authorization prior to taking the bridge credentialing training. They can take the course but will not get approved by CTC. It will be offered in the morning and afternoon/evening. There may be incentives to do this. Suggestion, if after the hours are offered, LEAs may choose to pay the overage and/or the \$100 CTC processing fee. CTC has allowed SELPAs and county offices to provide these trainings. Pam will take the proposal to the Governance Council for approval. Pam Bender will be signing off on each applicant, so it is required for participants to have their cameras on and be engaged. If they are not on camera and are not participating, the districts Human Resources Department, director, and superintendent will be notified, and they will have to take the training again. The mild to moderate support needs add additional authorization areas including multiple disabilities, orthopedic impairment, and traumatic brain injury using his bridge. The extensive support needs adds on orthopedic impairment, other health impairment, specific learning disabilities and traumatic brain injury. The early childhood is birth to kindergarten, so TK is included. It also adds orthopedic impairment. SELPA will be offering the mild/moderate support needs and the extensive support needs simultaneously. Teachers can only bridge for the credential they have. If they have both credentials, they can take the training once

and will have certification for both credentials. They will have to pay the CTC fee of \$100 for each one.

Cheri Rigdon asked if someone does not have the authorization for autism and they want to take the course now, and then get the authorization for autism, will that course still be good? Heidi shared that we would still sign off on it, but they need to know they are not going to be approved by CTC. They need to send in the autism authorization first. Heidi has a handout that does offer the autism authorization. Most of it is through universities and she has a list she put together.

Cheri Rigdon asked if we had to place a student in the mild/moderate program, we had to write letters, get parents signatures, etc. If we have all that in place, are they going to say at some point down the road that we cannot do that anymore? Heidi informed the group that she does not have the answer to that question and does not know of anyone who may. Heidi stated that her plan is to offer it multiple times to start, then periodically and continue for a couple of years.

Cheri Rigdon asked if there was a time limit on when they are going to say that they are not going to let you do this authorization anymore? Pam and Heidi answered no. Pam reiterated that it is not mandatory, until CTC and/or CDE comes up with something else.

Bryan Dale asked if after the bridge authorization and professional development takes place, does CAHELP communicate with CTC? Is CAHELP sending off the paperwork saying that the teacher has completed the requirements or does the district have to reach out to them and pay the bill? Heidi elaborated that a meeting with district Human Resources Department will be held so they understand what the requirements are, what is going to be needed on their end and how SELPA and the LEA will communicate. SELPA is providing the training. Pam is the one signing off that the teacher has participated and completed the requirements. There is confidential information on the forms that are submitted to CTC; they do not want anything electronic. Either the district or teacher can file, but SELPA will not be filing. SELPA will pass the information on to the districts HR Department.

Rich Frederick provided his experience with the bridge credential process. SBCSS Educator Effectiveness funds were used for the application fee. Stephanie Hedberg and Rich provided virtual trainings and at the end provided links to the two documents that require original signatures. One is the bridge to your credential and the other is the certification that this is an approved course. They collected them while keeping them secure and submitted them in groups of 25. Participants are already getting notifications. Stephanie shared that each district has a different code that goes on the CTC paperwork. Rich stated that HR could sign off on these forms. Heidi informed the group that the form says it has to be the SELPA director or COE. Pam shared that this would go through governance who is already aware of it. It is expected they will approve the process. We are providing the training and the information, everything else goes to district HR so SELPA will work with them through the process.

Stephanie Hedberg shared that CDE has a new system that makes it so much easier now to determine when a credential is not a life credential.

6.4 State SELPA Update

Pam Bender spoke about the statewide IEP provided in the meeting materials. There are a variety of stakeholders that include parents, state agencies, different organizations and associations, representatives from public and higher education. The overall goal for this workgroup is to ensure appropriate IEP goals and the IEP development is collaborative, team oriented, student based, asset based, inclusion oriented and outcome driven. They have proposed having an

administrative data sheet housing the required data collection for the state reporting and monitoring. Pam Bender shared her vision that if those items going up to CALPADS will all come from one specific area on the IEP, so if there are errors or concerns, it should all be from this data page, Legal counsel is reviewing for compliance aspects, and defensibility. The committee has proposed piloting this new IEP with at least two LEAs, possibly in 2025-2026. Pam Bender shared information on statewide ADR data indicating 80% of cases have been resolved before filing for due process.

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Pam Bender shared IEP implementation and Restraint and Seclusion data will now be in the annual LEA monitoring.

Danielle Côté asked about ADR. In the data collection of that process, did they include IEPs as well or simply meetings? Pam will check with the state and will follow up. Her understanding is that it included IEP facilitation as well.

Sheila Parisian shared that it falls under the umbrella of ADR. The IEP and all data submitted would be included under ADR.

Annette Rego informed the group that the State is going to do the cost; the same thing with Federal. The cadre umbrella is what the state is putting in play and building that system up. Everything that falls under that cadre falls under ADR.

6.5 SEIS Update

Colette Garland shared that certification day is today. Waiting on one district to get their latest snapshot so we can approve. A lot were completed early. Information was sent on the 16.21 reports that were based on the October 4th and February 13th dates. That will help when looking at students that are still on the 16.21 report from June. We are looking at the upcoming prompt 2 that used to be called the DINCS. Noticing that there are about four different issues happening. One with CALPADS and the redesign and missing/misplaced records. Another is how records are being created is based on how questions are being answered. Some meetings are not being marked as a plan review. We are asking SEIS for an error, warning, or pop up to catch that. Colette confirmed that if it is a reevaluation, it needs to be marked as a plan reviews as well. CALPADS sent an email Wednesday morning with defect on error 0620. It affected 146 students in DM SELPA. There have been two SEIS update webinars. The Power Point was sent out. On August 26th, TOMS nightly uploads will start. The 3-hour virtual SEIS trainings and the twice monthly Open Forum can be found on your dashboard underneath the calendar. SEIS Translator's meeting will be virtual on August 27th from 9:00 to 11:00 am. The SEIS Admin. Meeting will be held September 10th in person from 9:00 am to 12:00 pm.

Cheri Rigdon brought attention to the new SEIS error warning that comes in for degree of support. It is very confusing. Is there going to be something coming out to make it easier for teachers? Colette stated that she spoke with SEIS and that may be why it is a warning. SELPA is trying to get information from CDE as to what that looks like. Pam will take it to State SELPA. Pam Bender shared information on the SEIS conference in Anaheim in October.

6.6 CALPADS Support

Colette Garland stated if we can get through these 16.21 reports and this defect, we will be good. We are understanding the data that must be pushed up. She appreciates when districts respond quickly to emails.

6.7 Desert Mountain Operations Notice of Intent to Transfer Program

Pam Bender shared that Desert Mountain Operations has provided notice on June 28, 2024, to Helendale School District with the intent to no longer provide speech services to Helendale School District effective for the 2025-2026 school year.

6.8 Desert Mountain Children's Center Client Services Reports and Update

Guille Robles-Burgos shared that if your district has DMCC services, your point of contact should be receiving a referral report via encrypted email. For questions, please contact Linda Llamas. She discussed the article "Status of Teacher's Mental Health" included in the meeting materials

6.9 Professional Learning Summary and Update

Heidi Chavez discussed the summary provided in the meeting materials highlighting the growth of participants at trainings this year. For the year there was a total of 9,304 participants. She reviewed the upcoming training flyers. Special Education Directors' Training, October 18th, attorney Lauri Arrowsmith from Lozano Smith will be presenting on ERMHS; February 21st will be around compliance and data leading through an equity lens; April 18th, E.B. Bell from AALRR will present on special education and legal updates. Community Advisory Committee will be held virtually. The representative meeting is from 4:30 to 5:00 pm. The representative meeting is from 4:30 to 5:00 pm. The training/presentation portion is from 5:00 to 6:00 pm. September 19th is on inclusion, November 14th is on Distressing Behaviors at Home, February 20th is Your Child's Well Being the Whole Child, April 17th is around the importance of social, emotional learning on student well-being to improve academics.

Iván Campos shared information on the flyers included in the meeting materials, Augmentative and Alternative Communication (ACC) and the HOLA training for anyone who may be interpreting in an IEP meeting.

Heidi Chavez shared information is available on the Padlet located on our website for flyers.

6.10 Resolution Support Services Summary and Update

Sheila Parisian reviewed and discussed complaints by trends as provided in the meeting materials. We ended the year with 56 complaints. She highlighted that there are issues with younger students in preschool, pre-k and K. Students are coming in with more severe needs and requiring more support. Collecting data and analyzing it will provide more information. Sheila offered to pull data specifically for districts. Our legal expenses have been extremely high this past year. We prepared for six hearing and only went to two. The other four did not go to hearing. Two dropped out and the rest we settled.

6.11 Compliance Update

Colette Garland reviewed the meeting materials. Prompt 2 is coming. The students on the 16.21

report, we believe, are going to be the students that they are going to be looking at on August 20th. Today is certification day. All the overdue ones need to be reviewed.

Sheila Parisian went over target 3 and the intensive 1, 2, and 3. SELPA can look at your data if you would like. We can help. Cycle B: look for an email with webinar information.

Rich Frederick asked if they were unassigned or open. Colette responded that we must look at both.

6.12 Nonpublic School/Nonpublic Agency Update

Dr. Karina Quezada reported that counselor Michelle Robles, who was a counselor, is acting interim for Desert View NPS. Theresa left Learn Academy and we have Mr Isaiah Heller. There are two new teachers. Dynamic Hope, principal came back and there is an instructional coach, Miss Garcia who will be supporting the teachers.

Jennifer Rountree has a series of autism training that have started.

Pam Bender shared that Region 10 is looking to meet with Learn Academy because they are looking at opening a site in Rancho Cucamonga.

6.13 Prevention and Intervention Update

Deborah Sarkesian reviewed the flyers in the meeting materials highlighting that the CTE Work Incentive Technicians along with Bobbie Taylor have been going to schools to say hello. September 17th is the TPP meeting for all TPP and Workability teachers. There is no cost, and in person. The focus is on strategic planning, reviewing of contracts goals, workshops, and getting back to the basics. November 7th is Transition Planning for all Students focusing on legal mandates and ethical requirements. Next month the CTE will present to Steering regarding who we are, what we do, and how they can assist you at your district. For Prevention and Intervention, there are on-sites coming in already. The team can customize for whatever your needs are centered around PBIS. The SELPA California PBIS recognition event will be held on September 25th. Last year 46 schools were recognized and this year there are 61 schools; these schools represent preschool through high school as well as alternative education programs and county programs. The California PBIS Conference is from October 9th through the 11th in Sacramento California PBIS is looking for volunteers, which is a way to get teachers to the conference at a discounted price. They also offer a discount to get family members who sit on your PBIS or MTSS site teams to be a part of the conference.

6.14 Occupational and Physical Therapy Service Reports and Update

Dr. Codi Andersen provided insight into movement as we have people covering caseloads on different school sites. Some districts have special education classrooms or programs that have moved in districts. There may have been one schools that may have been a county classroom that was previously preschool or TK and kindergarten that now is a district classroom. If you notice that an OT, COTA, PT, or PTA has not been by, please reach Codi. Sometimes we do not receive an official referral that also has the release information between the district and the SELPA. Those referrals notify us that a new student with needs of our services is on a campus or a different campus or a different site. We just need to be notified. Codi asked that directors have conversations with their staff, complete the referral, and just make sure that the services are being provided.

SELPA is sponsoring a training on September 20th. The cost is \$100 for SELPA members. The training is about how to transfer students safely, lawfully, and appropriately with special needs, whether they have physical disabilities or

behavioral concerns. Best practice is that we engage in those emergency drills and in the planning when you have a student with a ventilator or a student with a feeding tube. we have an Occupational Therapist who is certified in special education transportation through the National Association of People Transportation. Codi will reach out to your transportation department. Shela Parisian informed everyone that the AT and ACC referrals will now go to the OT/PT department. Please let your staff know.

7.0 FINANCE COMMITTEE REPORTS

7.1 SPED Revenue Distribution Certified 6/19/24

Pam Bender informed the group that the finance reports will be moved to the beginning of the meeting.

Kayla Gewirtz reviewed the 2023-2024 AB602 Certified Funding. She highlighted that our ADA decreased causing our funding to decrease of approximately \$654,000.

7.2 2024-2025 SPED Revenue Projection as of 7/10/24

Kayla Gewirtz reviewed the 2024-2025 SPED Revenue Distribution P2 Projection going through the columns of information. She shared the information used was from the prior year for pupil count. Will be updated in October with more accurate numbers.

7.3 2023-2024 Minimum Funding Requirements

Kayla Gewirtz discussed the 2023-2024 Minimum Funding Requirements P2. She shared that for the 2023-2024 fiscal year, each SELPA shall add a minimum allocated spend funding to all members. She shared the formula to be used to determine this amount and is available to assist LEAs in their calculations.

7.4 Federal Mental Health ADA Expenditure Reporting

Kayla Gewirtz reviewed the Federal Mental Health ADA Expenditure Claiming provided in the meeting materials. Information can be found on the CDE website. She went over the Expenditure Report that each LEA is required to complete. Reports 1 and 2 come out in the spring so you will not have your numbers for those two reports. Report 3 will need to be completed with all three marked.

7.5 State Mental Health Advance Apportionment

Kayla Gewirtz reviewed the June 2024 State Mental Health Advance Apportionment.

7.6 Maintenance of Effort Comparison Year Information

Kayla Gewirtz discussed the Maintenance of Effort Comparison Year Information. She explained that the information provided in the meeting materials is what will be used when filling out the SEMA report in SACS.

Pam Bender shared that Marina Gallegos would keep a running total anon MOE and watch as things went through. This year, she sent it down to SBCSS because we had one district that we were afraid was not going to pass MOE. We never want anybody not to pass MOE because you then must pay money back dollar for dollar. Kayla is going to be looking at those items and talking to your fiscal people.

8.0 INFORMATION ITEMS

8.1 Monthly Audiological Service Reports

None

8.2 Monthly Nonpublic School Placement Report

Pam Bender referred to the meeting materials.

8.3 Upcoming Professional Learning Opportunities

Pam Bender referred to the meeting materials.

8.4 Special Ed Connections Subscription

Pam Bender shared that the Special Education Connections subscription is up for renewal. This is a newsletter that goes out through LRP and has a lot of good legal information in it. This is a cost to CAHELP, not the districts. Due to the inaccurate information the company has, the subscription was ended.

Lisa Nash provided additional clarification stating that LRP assigns a log in. Most of the LEAs if not all, already have them. They just may not have been passed on from prior special education administrators. There is training provided to you showing you what the features are and where you can pull citations.

Vici Miller shared that it is a really valuable resource. Some of the articles are about things that she would not even think to ask.

Pam Bender mentioned that LRP provides information from across the country so sometimes you need to read it and remember it may be a case from another state. Pam will bring back details on what it looks like and the cost. The log in information can then be shared with anyone in your organization, so it is not just one person who has access to it.

9.0 STEERING COMMITTEE MEMBERS COMMENTS/REPORTS

Cheri Rigdon mentioned the independent study her superintendent told her about. Originally it started with missing five days, then it went to five and fifteen days, short-term independent study. Then it dropped down to three to fifteen days. This year it went to one day. Additionally, they changed the way they want us to keep a running total for each student of how many days they have taken out for short-term independent study. This brought up questions like getting the contract signed. What about amendments for every single time students are going to be off for one day? How do we make up minutes? We have had to sign an amendment saying you realize that during the time you are gone, we are not going to be providing services. Are we going to have to do that every time students are missing a day? There are lots of logistics. We cannot say, oh you know everybody but students in special day classes that are 100% in special education. We cannot make up minutes. It is going to become a question

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley, CA 92307
Desert Mountain SELPA Steering and Finance Committee Meeting

because if we are collecting ADA form, which is what we are allowed to do with short-term, independent study, then where is that obligation regarding how we apply it? How do we provide services, and do we still have to do the amendment for every time students are missing? How do we get that in place when they are only required to give us 24-hour notice before they use that provision. What do other districts think? Can they create a document that goes out at the beginning of the year stating that if you have to be gone for short-term reasons, and you want to use it as short-term independent study, sign this contract. It becomes a contract for the whole year for up to fifteen days.

Pam Bender will check with State SELPA.

Jamie Wiesner shared that in her trainings with Sherman Garnette, that changed more than a year ago. It is one day but believes the maximum is only ten days. Their special education teachers still provide work and checking on things when they are out on independent study. We do not do amendments for them, but we do have them sign a contract for even a single day every time. We do not do one contract for the full year.

Sheila Parisian informed the group that short-term is used similar to ten or more days, like discipline. So, if you are going to have more than ten days, then it is absolutely best to do an amendment.

Pam Bender will look into it.

Rich Frederick shared that he has a new position as Administrator with DBCSS Student Services Department. As an administrator, he is between our Assistant Chief of Student Services and our Regional Area Director. He will be working with all the student services, special education programs in the West End service region, East Valley service region, and our Desert Mountain service region. SBCSS will be filling the Area Director position.

10.0 CEO COMMENTS

Pam Bender shared a quote from Jim Elliott, “*Wherever you are be all there.*” Sometimes we are not “tuned in.” We are so busy and it is hard to get away when you are sitting at a table and think just let me check this one email, let me answer that quick email. Pam challenged the committee to take a lunch; take an hour, take a half hour, getting out of the office, even better. As you start the year, take care of yourself and your own mental health.

11.0 MATTERS BROUGHT BY THE PUBLIC

None.

12.0 ADJOURNMENT

Having no further business to discuss, a motion was made by Rich Frederick, seconded by Cheri Rigdon, to adjourn the meeting at 11:54 am. The motion carried on the following votes: 11:0:0: Ayes: Marcelo Congo, Amber Best, Heather Reid, Leigh Anne Drake, Rich Frederick, Amber Englehart, Bryan Dale, Chantell Butler, Eric Land, Vici Miller, Jamie Wiesner, Cheri Rigdon, Nicole Yeager, Tanya Benitez, Larry Burnson. Nays: None. Abstentions: None.

The next regular meeting of the Desert Mountain Charter SELPA Steering and Finance Committee will be held on Friday, September 20, 2024, at 9:00 a.m., at the Desert Mountain Educational Service Center, Aster/Cactus Room, 17800 Highway 18, Apple Valley, CA 92307.

Individuals requiring special accommodation for disabilities are requested to contact Cindy Quan at 760-955-3555, at least seven days prior to the date of this meeting.