

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*November 15, 2024 – 11:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## MINUTES

### DESERT MOUNTAIN SELPA MEMBERS PRESENT:

Academy Academic of Excellence – Marcelo Congo (9:20 am), Adelanto Elementary SD – Dr. Amber Best, Apple Valley USD – David Wheeler, Desert/Mountain Operations – Stephanie Hedberg, Excelsior Charter Schools – DeAnna Crocker, Health Sciences – Bryan Dale via Zoom, Hesperia USD – Elaine Nelson, Lucerne Valley USD – Vici Miller, Needles USD – Jamie Wiesner via Zoom, Oro Grande SD – Scott Heitman, Silver Balley USD – Cheri Rigdon, Trona Joint USD – Nicole Yeager via Zoom, Victor Elementary SD – Tanya Benitez, Victor Valley Union High SD – Larry Brunson (9:17 am).

### CAHELP, DM SELPA, AND DMCC STAFF PRESENT:

Pam Bender, Annette Rego, Colette Garland, Danielle Côté, Deborah Sarkesian, Guille Robles-Burgos, Heidi Chavez, Isaac Medina, Iván Campos, Jennifer Harms, Jennifer Rountree, Jennifer Sutton, Jessica Soto, Karina Quezada, Kayla Gewirtz, Linda Llamas, Linda Rodriguez, Lisa Nash, Maurica Manibusan, Miya Narvaiz-Ward, Peggy Dunn, Sheila Parisian, and Veronica Rousseau.

### 1.0 CALL TO ORDER

The regular meeting of the California Association of Health and Education Linked Professions, Joint Powers Authority (CAHELP, JPA) Desert Mountain SELPA Steering and Finance Committee Meeting was called to order by Chairperson Pam Bender at 9:05 a.m., at the Desert Mountain Educational Service Center, Apple Valley CA.

### 2.0 ROLL CALL

### 3.0 PUBLIC PARTICIPATION

No public participation.

### 4.0 ADOPTION OF THE AGENDA

4.1 **BE IT RESOLVED** that a motion was made by Cheri Rigdon, seconded by Vici Miller to approve the November 15, 2024, Desert Mountain SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 12:0:0. Ayes: Dr. Amber Best, David Wheeler, Stephanie Hedberg, DeAnna Crocker, Bryan Dale, Elaine Nelson, Vici Miller, Jamie Wiesner, Scott Heitman, Cheri Rigdon, Nicole Yeager, Tanya Benitez. Nays: None. Abstentions: None.

### 5.0 CONSENT ITEMS

It is recommended that the Desert Mountain SELPA 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 David Wheeler and seconded by Elaine Nelson to approve the following Consent Item as presented. The motion carried on the following vote: 12:0:0. Ayes: Dr. Amber Best, David Wheeler, Stephanie Hedberg, DeAnna Crocker, Bryan Dale, Elaine

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Nelson, Vici Miller, Jamie Wiesner, Scott Heitman, Cheri Rigdon, Nicole Yeager, Tanya Benitez.  
Nays: None. Abstentions: None

5.1.1 October 18, 2024, Desert Mountain SELPA Steering and Finance Committee Meeting Minutes.

### **6.0 FINANCIAL COMMITTEE ITEMS**

#### 6.1 Subsequent Year Tracking (SYT) Update

Kayla Gewirtz thanked the districts for submitting their subsequent year tracking forms as well as the SEMA and SEMB reports. There are exemptions allowed for not spending one dollar more than the previous year. There are forms to complete for exemptions.

#### 6.2 2024-25 SPED Early Intervention Preschool Grant Principal Appointment

Kayla Gewirtz asked the districts to make sure the funds are being used prior to using Special Education funds.

#### 6.3 Excess Cost Reporting Update

Kayla Gewirtz informed the districts that Sam Barker has submitted the Excess Cost Report to CDE.

### **7.0 CHIEF EXECUTIVE OFFICER AND STAFF REPORTS**

#### 7.1 Legislative Update

The elimination of prone restraints goes into effect on January 1, 2025. SELPA is sending out amended contracts to all non-public schools, non-public agencies, and residential schools.

Legislators will return and reconvene in January. The Governor must release his budget by January 10, 2025. The last day for bills to be introduced is February 21, 2025.

#### 7.2 Credentials Bridge Authorization Update

Governance has approved the proposal for the Bridge Authorization Credential process. There is a pre-training, a training, and a post training component. In December and January, SELPA will be meeting with the district Human Resources departments or Credential Analyst' to verify who is eligible. Participants must have a clear credential with the Autism Authorization. Training will take place in January and February. This protects districts during audits to have appropriately credentialed staff providing services for each specific disability. Many Superintendents feel comfortable with paying the \$100 fee per credential to CTC to assist their staff.

#### 7.3 Desert Mountain Children's Center Client Services Reports and Updates

For each LEA receiving DMCC services, the district point of contact receives the client services report

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and client referral report by encrypted email from Keri Downing. For questions about either report, please email Linda Llamas, [Linda.Llamas@cahelp.org](mailto:Linda.Llamas@cahelp.org). If the point of contact has changed or you want to add more individuals, contact Linda. November is Children’s Grief Awareness Month, Article, ‘*Childhood Bereavement, the Holidays and Seasonal Affective Disorder*’ was highlighted. Schools can help by offering emotional support and proactive mental health strategies to help children with academic and social success.

### 7.4 [Professional Learning Opportunities](#)

In the month of October, 700 participants attended a CAHELP led training, workshop, or committee; 394 attended on-site trainings; 330 attended a regional training. For the year, 3,940 staff members participated in trainings; 2,642 participated in on-site trainings; 1,298 attended regional trainings. Of those, 1,313 participated in behavioral support trainings.

CAC was held November 14, 2024, with great attendance. The presentation was “Distressing Behaviors in the Home: What Do I Do Now?” Zoom was used with Spanish translation.

The MTSS Conference is being held on February 27<sup>th</sup> at High Desert Church; Dr. Tina Payne Bryson will present ‘*No-Drama Discipline for Educators.*’ The cost is \$175 for members and \$200 for non-members.

### 7.5 Resolution Support Services Summary and Update

So far this year, there have been fifteen filings for SELPA and two for Charter SELPA, making it seventeen overall. The summaries are in the meeting materials.

An attorney group is reaching out wanting to settle issues/concerns prior to filing a formal due process complaint. SELPA is addressing this by making a formal mediation to support districts through a legal pathway like ADR to help minimize the litigation costs and come up with a settlement agreement while maintaining a relationship with the parent.

CDE has developed and constructed a new Constituents Office. When a CDE complaint is received, they speak with the parents and ask if they are willing to go through an ADR process. It could be a local resolution meeting writing a settlement agreement or a facilitated type of IEP. SELPA already has one parent who has agreed to this process after filing a CDE complaint.

### 7.6 Compliance Update

Cycle B Monitoring is in progress. Activities are due by February 28, 2025, for the seven districts in Cyclical monitoring. Annual Determination Letters will be coming out in February of 2025 addressing indicators nine and ten. Data will be pulled on December 14, 2024. For those in Compliance and Improvement Monitoring (CIM), progress report number four is due January 10, 2025. For those in Targeted Monitoring, progress report number two is due January 10, 2025. Level two will be submitted to Dr. Peggy Dunn and level three will go directly to CDE.

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### 7.7 Non-Public School Updates

The number of students placed by districts in non-public schools through October was reviewed. There are new principals at Desert View and Learn Academy.

### 7.8 Special Education Information System (SEIS) Update

Directors are reminded to review the dashboard for real time data and follow up on unaffirmed, unassigned, and unsigned IEPs. Open Forums and SEIS trainings continue to be available in November. SEIS trainings are now four hours long. December 13, 2024, is the certification date so everything must be cleared before CDE pulls the data.

### 7.9 Desired Results Developmental Profile (DRDP) Update

DRDP rating information is due in SEIS by January 10, 2025. DRDP video training is available on the [www.draccess.org](http://www.draccess.org) website. Staff conducting the testing must have an account and attend training. For assistance, contact Colette Garland or Veronica Rousseau.

### 7.10 California Longitudinal Pupil Achievement Data System (CALPADS) Update

Directors are reminded to continue to review the Data Discrepancy Report and the 16.21 report in CALPADS. Fall 1 Certification is due December 13, 2024. SELPA will continue one-on-one check ins with LEAs.

### 7.11 Prevention and Intervention (P&I) Updates

A memo provided in the meeting materials included the dedicated hours and trainings that Prevention and Intervention is providing to district sites. MTSS sustainability Network will be held on January 8, 2025, 8:30 am to 10:30 am. Authorized California PBIS External Reviewer (ACER) 20.0 will be held January 21, 2025, 9:00 am to 11:00 am and 1:00 pm to 3:00 pm. Fundamentals of Restorative Practices will be held January 29-30, 2025, 8:00 am to 12:00 pm.

### 7.12 Occupational and Physical Therapy Services Reports and Updates

Districts receiving OT/PT services through the SELPA have received notifications on those services. For questions, contact Codi Andersen at [Codi.Andersen@cahelp.org](mailto:Codi.Andersen@cahelp.org).

Cheri Rigdon thanked the OT/PT team for their assistance.

## 8.0 INFORMATION / ACTION ITEMS

### 8.1 Form D/M 108 - Initial Request for Audiological Services (**ACTION**)

Minor changes to form D/M 108 as requested by Dr. Dale Folkens who coordinates the DHH referrals. The changes are slight modifications to streamline the program and make sure the referral

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procedure is as easy to use as possible. It also includes the removal of WebIEP references.

### 8.2 Form D/M 108A – Annual Request for Audiological Evaluation/Services (**ACTION**)

Minor changes to form D/M 108A as requested by Dr. Dale Folkens. Changes included changing the order of questions and removing unnecessary information and WebIEP references.

**BE IT RESOLVED** that a motion was made by Deanna Crocker, seconded by Vici Miller to approve the suggested changes to forms D/M 108 and D/M 108A as presented. The motion carried on the following vote: 14:0:0. Ayes: Marcelo Congo, Dr. Amber Best, David Wheeler, Stephanie Hedberg, DeAnna Crocker, Bryan Dale, Elaine Nelson, Vici Miller, Jamie Wiesner, Scott Heitman, Cheri Rigdon, Nicole Yeager, Tanya Benitez, Larry Brunson. Nays: None. Abstentions: None.

### 8.3 Upcoming Trainings

The following virtual trainings were shared:

- Emotional Disability: Assessment & Case Law presented by Stephen E. Brock and Marcy Gutierrez will be held on February 27, 2025, from 9:00 am to 3:30 pm. Cost is \$99 plus a service charge.
- Legal Updates and Pro-Tips for 2025 training will be held virtually on February 18, 2025, from 8:30 am to 3:15 pm. Cost is \$75 plus a service charge.

## 9.0 STEERING COMMITTEE MEMBERS COMMENTS / REPORTS

General Guidelines for Orientation of Pupil's NPA Service Provider in School Setting.

A discussion took place regarding general guidelines for orientation of NPA providing services in school settings, specifically on confidentiality regarding those providing services. Having a form was suggested. The topic of ensuring breaks for these NPA providers was also discussed.

Larry Brunson and Krystal Kern from Victor Valley Union High School District were acknowledged for their Alternative Pathways to a Diploma presentation highlighting their journey. Their sharing of resources and collaborating with other districts was commended.

## 10.0 CEO COMMENTS

The new legislation effective January 1, 2024, regarding Workplace Violence will be discussed next month. This was brought up at State SELPA. Districts will need to have policies and procedures in place, but we need to be intentional regarding students with disabilities and how this could affect this population.

Pam wished everyone a Happy Thanksgiving hoping everyone takes time to rest, relax, rejuvenate, and catch their breath during the break.

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CAHELP eNewsletter is available; it includes employee spotlights allowing us to get to know people a little bit better.

### **11.0 MATTERS BROUGHT BY THE PUBLIC**

No matters were brought by the public.

### **12.0 ADJOURNMENT**

**BE IT RESOLVED** that a motion was made by David Wheeler, seconded by Cheri Rigdon to adjourn the Desert Mountain SELPA Steering and Finance Committee Meeting at 10:24 am. The motion carried on the following vote: 14:0:0. Ayes: Marcelo Congo, Dr. Amber Best, David Wheeler, Stephanie Hedberg, DeAnna Crocker, Bryan Dale, Elaine Nelson, Vici Miller, Jamie Wiesner, Scott Heitman, Sheri Rigdon, Nicole Yeager, Tanya Benitez, and Larry Brunson. Nays: None. Abstentions: None

The next regular meeting of the Desert Mountain SELPA Steering Committee will be held on Friday, December 13, 2024, at 9:00 a.m., at the Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley, CA 92307.

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