



**DESERT/MOUNTAIN SELPA  
DESERT/MOUNTAIN CHARTER SELPA  
COMMUNITY ADVISORY COMMITTEE (CAC)  
MEETING **MEETING MINUTES****

**April 18, 2024**

**4:30 p.m. – 6:00 p.m.**

**Location: CAHELP JPA – Virtual Meeting (ZOOM)**

**1.0 CALL TO ORDER**

**1.1** Heidi Chavez, Program Manager Regional Services called the meeting to order at 4:35 p.m.

- **MOVED BY** Evelyn Glasper
- **SECOND BY** Karen Ware
  - Motion carried and was **approved** unanimously.

**1.1.1** Heidi greeted all those who were attending the virtual meeting.

**ATTENDEES:**

Daisy Benitez - Hesperia	Karen Ware - Taylion
Susan Bennis - Apple Valley	Amelia Wilson - Community
Glenda Earnest - Community	Shannon Garibay - Hesperia
Andre Humphrey - Norton	Evelyn Glasper - Adelanto
Rachel Janbek - Parent	Marysol Hurtado - CAHELP
Kymerlie Johnson - Snowline	Ana Perez - CAHELP
Anne Laird - Leonardo da Vinci	Jessica Thompson - Community
Christina Leal - Options for Youth	Vianca Padilla - CAHELP
Kayleen Malcolm - AAE	Yazmin Medina - CAHELP
Diana Robertson-Ramos - Hesperia	Karina Quezada - CAHELP
Annette Rego - CAHELP	Heidi Chavez - CAHELP

**2.0 PUBLIC PARTICIPATION**

The general public is encouraged to participate in the deliberation of the Community Advisory

Committee (CAC). Several opportunities are available during the meeting for the CAC to receive oral communication regarding the presentations of any items listed on the agenda. Please ask for recognition either before a presentation or after the presentation has been completed.

- General public present
  - The public did not participate in the meeting portion of CAC.

### **3.0 ADOPTION OF THE AGENDA**

Adopting of Agenda for CAC Meeting on **April 18, 2024**

**3.1 BE IT RESOLVED** that the meeting agenda be approved as presented

Action to Approve Agenda for April 18, 2024

- **MOVED BY** Evelyn Glasper
- **SECOND BY** Anne Laird
  - Motion carried and was **approved** unanimously.

### **4.0 CONSENT ITEMS**

It is recommended that the CAC 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 CAC Member at the meeting for clarification, discussion, or change.

**4.1 BE IT RESOLVED** that the following Consent Items be approved as presented:

- Action to Approve Minutes of Feb. 22, 2024
  - **MOVED BY** Evelyn Glasper
  - **SECOND BY** Anne Laird
    - Motion carried and was **approved** unanimously.

### **5.0 ACTION ITEMS**

**5.1 DM SELPA Local Plan** - summary of changes; similar to District LCAP

There are 3 components: Annual Budget Plan, Annual Service Plan, Governance and Administration Plan. Governance Plan must be approved every 3 years; last approved 2020. Budget Plan and Services Plan must be approved annually.

Some changes were made: Changed Desert/Mountain SELPA to Desert Mountain SELPA or DMSELPA (slash between Desert and Mountain was removed throughout the document).

Operation and Services – CDE requested more information from these areas:

- Direct Instruction support provided by program specialists,
- Respective roles of RLA/AU,
- Role of Chief Executive Officer
- Role of Individual LEAs

Fiscal Administration - ERMHS (Education Related Mental Health Services) funding used to come through each SELPA; changed to come from each district. This affects DMCC and services offered. Superintendents agreed (with Board approval) to return the funding to SELPA to continue offering the services needed.

SPED Local Plan Area Services – More specific description of programs and services was requested.

- Motion to Approve the Local Plan (B), Budget Plan (D), and Services Plan (E)
  - **MOVED BY** Anne Laird
  - **SECOND BY** Evelyn Glasper
    - Motion carried and was **approved** unanimously.

**5.2 DM Charter SELPA Local Plan** - summary of changes; similar to DM SELPA Local Plan.

Changes made: Changed Desert/Mountain Charter SELPA to Desert Mountain Charter SELPA or DMCS (slash between Desert and Mountain was removed throughout the document).

Items #4, 9, 10 - not required items so were marked ‘NO’

Administration of Operations & Services – changes made to include more information:

- Direct Instructional support provided by program specialists,
- Respective roles of RLA/AU,
- Role of Chief Executive Officer,
- Role of Individual LEAs

Special Education Local Plan Area Services – information regarding more specific services was requested.

- Motion to Approve the Local Plan (B), Budget Plan (D), and Services Plan (E)
  - **MOVED BY** Karen Ware
  - **SECOND BY** Evelyn Glasper
    - Motion carried and was **approved** unanimously.

## **6.0 REPRESENTATIVE REPORT**

## **6.1 Information Items**

### **6.1.1 DM Charter SELPA Member Applications**

Two charters have applied to become members: Options for Youth and Ballington San Bernardino. Information has gone to CEO which will then be sent to the Charter Executive Council for a recommendation to take before the Governance Council who has the ultimate decision to approve or deny.

### **6.1.2 CAC Parent Survey – District representatives are encouraged to share with families.**

### **6.1.3 CAC Committee Chairperson Discussion**

Heidi took over when the previous chairperson suddenly resigned. However, she encouraged the district representatives and others to consider running for the position. She will help with the agenda, meetings, etc. Discussion will continue at the beginning of next year. With a selection/vote for a Chairperson

## **7.0 CAC COMMITTEE MEMBERS COMMENTS**

No comments were brought forward.

## **8.0 PRESENTATION**

**8.1 Presentation: IEP Meetings 101: Understanding the IEP Process, by Karina Quezada, Psy.D., NCSP, LEP #3470 Educational Psychologist.**

## **9.0 MATTERS BROUGHT BY THE COMMUNITY**

No matters were brought forward.

## **10.0 ADJOURNMENT**

The next regular meetings of the Desert/Mountain SELPA CAC will be tentatively held on **Thursday, September 19, 2024, November 14, 2024, February 20, 2025, and April 17, 2025. The dates are subject to change based on the approved CAHELP, JPA events and meetings calendar.**

**Individuals requiring special accommodations for disabilities are requested to contact Letitia Macaraeg at (760) 955-3552, at least 24 hours prior to the date of this meeting.**

A motion to adjourn at 5:56 p.m. was made by Karen Ware and was seconded by Evelyn Glasper.

- Motion carried and **approved.**