

**DESERT/MOUNTAIN CHARTER SELPA STEERING and FINANCE COMMITTEE MEETING**

*November 17, 2022 – 1:00 p.m.*

Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

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**MINUTES**

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**D/M CHARTER SELPA MEMBERS PRESENT:**

Allegiance STEAM Academy – Callie Moreno, Aveson Global Academy/Aveson School of Leaders – Kelly Jung, Ballington Academy – Doreen Mulz, Desert Trails Preparatory Academy/Laverne Elementary Preparatory Academy – Chantal Mendoza, Elite Academic Academy – Susana Waisman, Adam Woodard, Encore Jr/Sr High – Bernice Swingle, Julia Lee Performing Arts – Hannah Morales, Leonardo da Vinci Health Sciences – Anne Laird, Pathways to College – James Connell, Taylion High Desert – Brenda Congo, and Virtual Prep-Lucerne – Malia Lovell.

**CAHELP, SELPA, & DMCC STAFF PRESENT:**

Jamie Adkins, Sam Barker, Pam Bender, Ivan Campos, Heidi Chavez, Tara Deavitt, Peggy Dunn, Marina Gallegos, Colette Garland, Derek Hale, Angela Mgbeke, Sheila Parisian, Kathleen Peters, Karina Quezada, Adrienne Shepherd-Myles, Jessica Soto, Jennifer Sutton, Theresa Vaughan, and Athena Vernon.

**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 Charter SELPA Steering and Finance Committee Meeting was called to order by Chairperson Pam Bender at 1:04 p.m., at the Desert/Mountain Educational Service Center, Apple Valley.

**2.0 ROLL CALL**

**3.0 PUBLIC PARTICIPATION**

None.

**4.0 ADOPTION OF THE AGENDA**

4.1 **BE IT RESOLVED** that a motion was made by Callie Moreno, seconded by Anne Laird, to approve the November 17, 2022 Desert/Mountain Charter SELPA Steering and Finance Committee Meeting Agenda be as presented. The motion carried on the following vote 11:0: Ayes: Congo, Connell, Jung, Laird, Lovell, Mendoza, Morales, Moreno, Mulz, Swingle, and Waisman, Nays: None, Abstentions: None.

**5.0 INFORMATION/ACTION**

5.1 Assembly Bill 361 Exemptions to Brown Act Virtual Meeting Requirements

Assembly Bill (AB) 361 requires local agencies to consider the circumstances of the state of emergency and make the following findings by a majority vote: 1) the state of emergency continues to directly impact the ability of the members to meet safely in person; or 2) state or local officials continue to impose or recommend measures to promote social distancing.

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- 5.1.1 **BE IT RESOLVED** that a motion was made by Malia Lovell, seconded by Susana Waisman, to approve the Assembly Bill 361 Exemptions to Brown Act Virtual Meeting Requirements as presented. The motion carried on the following vote 11:0: Ayes: Congo, Connell, Jung, Laird, Lovell, Mendoza, Morales, Moreno, Mulz, Swingle, and Waisman, Nays: None, Abstentions: None.

**6.0 CONSENT ITEMS**

It is recommended that the Charter Steering 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.

- 6.1 **BE IT RESOLVED** that a motion was made by Brenda Congo, seconded by Anne Laird, to approve the following Consent Items as presented. The motion carried on the following vote 11:0: Ayes: Congo, Connell, Jung, Laird, Lovell, Mendoza, Morales, Moreno, Mulz, Swingle, and Waisman, Nays: None, Abstentions: None.

- 6.1.1 Approve the October 20, 2022 Desert/Mountain Charter SELPA Steering and Finance Committee Meeting Minutes.

**7.0 CHIEF EXECUTIVE OFFICER AND STAFF REPORTS**

- 7.1 Legislative Updates from State SELPA Administrators Meeting

Pam Bender stated there were no legislative updates from State SELPA Administrators Meeting at this time as elections and voting had just taken place. She said there will be information shared at the December meeting of what to expect in January.

- 7.2 Desert/Mountain Children's Center Client Services Reports and Update

Theresa Vaughan presented the Desert/Mountain Children's Center Client Services monthly reports and updates. She asked for Linda Llamas to be contacted with any questions.

- 7.3 Desert/Mountain Children's Center Mental Health Research Article

Theresa Vaughan shared the Desert/Mountain Children's Center Mental Health Research Article.

- 7.4 Professional Learning Summary and Update

Heidi Chavez presented the D/M Charter SELPA's Professional Learning Summary. She said the participant numbers for this school year have surpassed pre-covid numbers by 20%.

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Heidi reminded committee members that Community Advisory Committee Meeting was scheduled for later in the day with the representative portion being held from 5-5:30pm and the training beginning at 6:00pm. The meeting was to be held at Hesperia Unified School District with Hesperia USD police presenting on social media and drug/alcohol awareness for parents.

### **7.5 Resolution Support Services Summary and Update**

Kathleen Peters presented the D/M Charter SELPA's Resolution Support Services Summary and update. She reported on a recent case published by Office of Administrative Hearing (OAH) regarding a student that was to be placed in residential treatment center. Because the LEA did not identify the location on the IEP, the judge deemed there was not a clear offer of free appropriate public education (FAPE).

Kathleen reported that Education Code requires nonpublic agency (NPA) staff members be trained in crisis intervention emergency procedures and evidence-based practices specific to the needs of the assigned child within 30 days of hire. She continued that a SELPA cannot require an NPA to use a certain model of intervention. Kathleen said when contracting with an NPA for a 1:1 aide, ensure the aide knows the degree of the student needs and confirm what interventions the aide has been trained to use. She reminded the committee members that CAHELP contracts with the NPA but does not screen the individual employees.

Kathleen shared that David Dowling will be presenting Core Communication Skills on February 2, 2023 8:30am-3:30pm. The training will be in-person to allow face-to-face practice in enhancing active listening skills and questioning techniques.

Kathleen continued that Key2Ed training series on Facilitated IEPs will be offered again in March 2023 with more information to come at a date closer to the training date.

Pam Bender added CAHELP contracts with the nonpublic agency not specific people so if a provider is not using the correct strategies, or following school rules, the NPS employee can be let go by contacting the agency. This is because the safety of the students is of the utmost importance. Pam continued that interviewing agency staff before agreeing to have them on campus is acceptable.

### **7.6 Compliance Update**

Peggy Dunn presented an update on compliance items from the California Department of Education (CDE). She stated for Small LEA Monitoring, December 5, 2022 is the submission date for policy and procedures. Peggy said she will be meeting with the Focused Monitoring Technical Assistance (FMTA) consultant on the difficulties of loading the needed documents on November 28, 2022 to ensure the confusion about this requirement is cleared before the due date.

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Peggy confirmed she will email the directors follow up information.

Colette Garland reminded the committee members that Fall 1 Certification for CalPads is due December 16, 2022.

### **8.0 FINANCE COMMITTEE REPORTS**

#### **8.1 2021-22 Federal Expenditure Summary**

Marina Gallegos provided an update on the balances of the 2021-22 American Rescue Plan Local Assistance Entitlements. She said the next reporting period will be October 1-December 31, 2022 with claims being due to the SELPA in January. Marina continued that Sam Barker, the new fiscal analyst, emailed the expenditure report forms in October.

Marina said the grant award notifications have not yet been received but the data will be emailed once the Fall 1 count is finalized and the award letters have been received. She continued the first 2022-23 report for the period of July 1 through March 31, 2023 will be due approximately April 20, 2023.

#### **8.2 Learning Recovery Support, Dispute Prevention and Resolution Claim Status**

Marina Gallegos revisited the status of the Learning Recovery Support and Dispute Prevention and Resolution funding that remains available. She said funds must be encumbered by June 30 and paid by September 30. Marina continued that some of the LEAs are projecting increases in expenditures or contributions that are likely supported by unrestricted revenue contributions. She said in lieu of using the restricted revenue contribution, the LEAs should consider using their available Learning Recovery Support and/or Dispute Prevention and Resolution funding. Marina suggested reviewing the anticipated 2022-23 anticipated expenditures to see if they align with the approved activity plans. She referred any questions and requests for assistance to Heidi Chavez or Kathleen Peters.

#### **8.3 2021-22 Subsequent Year Tracking Worksheet**

Marina Gallegos provided the 2021-22 Subsequent Year Tracking Worksheet. She recommended the Finance Committee members refer to the document as the year progresses to ensure the LEA is set to pass Maintenance of Effort (MOE) for 2022-23 based on the budget.

### **9.0 INFORMATION ITEMS**

#### **9.1 Monthly Occupational & Physical Therapy Services Reports**

#### **9.2 Upcoming Professional Learning Opportunities**

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### **10.0 STEERING COMMITTEE MEMBERS COMMENTS / REPORTS**

Brenda Congo inquired if other LEAs were having difficulty in finding a service to provide hearing, vision, and scoliosis screenings for students. Pam Bender said she would investigate and ask SELPA members for input on those services.

### **11.0 CEO COMMENTS**

Pam Bender reported that she received legal opinion regarding Assembly Bill (AB) 2449 stating that when the state of emergency ends, legislative bodies can implement the provisions of AB 2449 or follow the traditional rules of the Brown Act, posting the meeting agenda at sites where there will be space for public participation due to virtual attendance of committee members. She continued this will require the JPA Administrative Services Assistant, currently Jamie Adkins, being notified of virtual attendance before the agenda is posted publicly.

Pam continued that Governance Council will be holding a special meeting in the next couple of weeks solely to vote on whether to transition to Special Education Information System (SEIS) from WebIEP. Pam anticipates they will go forward with moving to SEIS, allowing time for program specialists to be trained in the system before training LEA staff.

Pam wished everyone a happy thanksgiving and expressed her gratefulness for the CAHELP team and the staff of the LEAs.

### **12.0 MATTERS BROUGHT BY THE PUBLIC**

None.

### **13.0 ADJOURNMENT**

Having no further business to discuss, a motion was made by Brenda Congo, seconded by Chantal Mendoza, to adjourn the meeting at 1:41pm. The motion carried on the following vote 11:0: Ayes: Congo, Connell, Jung, Laird, Lovell, Mendoza, Morales, Moreno, Mulz, Swingle, and Waisman, Nays: None, Abstentions: None.

The next regular meeting of the Desert/Mountain Charter SELPA Steering Committee will be held on Thursday, December 15, 2022, at 1:00 p.m., at the Desert Mountain Educational Service Center, Aster/Cactus Room, 17800 Highway 18, Apple Valley, CA 92307.

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