

DESERT MOUNTAIN CHARTER SELPA STEERING and FINANCE COMMITTEE MEETING

January 25, 2024 – 9:00 a.m.

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

MINUTES

DESERT MOUNTAIN CHARTER SELPA MEMBERS PRESENT:

ASA Charter School – Anthony Lucey via Web Ex, Ballington Academy – Shannon Brandner, Desert Trails Prep Academy/Laverne Elementary Prep – Chantal Mendoza, Elite Academic Academy – Jen Edick and Adam Woodard both via Web Ex, Encore Jr/Sr High – Madison Dennison, Kimberly Lambright, Leonardo da Vinci Health Sciences Charter – Anne Laird via Web Ex, Pathways to College – James Connell, Southern California Flex Academy – Malia Lovell, and Taylion High Desert – Karen Ware.

CAHELP, DMSELPA, & DMCC STAFF PRESENT:

Jamie Adkins, Jacob Aguilera, Codi Andersen, Pam Bender, Ivan Campos, Heidi Chavez, Peggy Dunn, Marina Gallegos, Colette Garland, Amanda Gingerich, Linda Llamas, Maurica Manibusan, Lisa Nash, Kathleen Peters, Karina Quezada, Annette Rego, Linda Rodriguez, Yolanda Roman, Jennifer Rountree, Deborah Sarkesian, Jennifer Sutton, and Misti Ubina.

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 9:05 a.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 Malia Lovell, seconded by James Connell, to approve the January 25, 2024 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 9:0:0: Ayes: Brandner, Connell, Dennison, Edick, Laird, Lovell, Lucey, Mendoza, and Ware. Nays: None. Abstentions: None.

5.0 PRESENTATIONS

5.1 MagicSchool Artificial Intelligence (AI) Platform and ChatGPT

Staff from SBCSS Digital Learning and Computer Science Education Branch were scheduled to present information about MagicSchool Artificial Intelligence (AI) Platform and ChatGPT. This will be tabled until the February 22, 2024 meeting due to presenter illness.

6.0 CONSENT ITEMS

It is recommended that the Desert Mountain Charter 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

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the meeting for clarification, discussion, or change.

6.1 **BE IT RESOLVED** that a motion was made by Madison Dennison, seconded by Malia Lovell, to approve the following Consent Item approved as presented. The motion carried on the following vote: 9:0:0: Ayes: Brandner, Connell, Dennison, Edick, Laird, Lovell, Lucey, Mendoza, and Ware. Nays: None. Abstentions: None.

6.1.1 December 14, 2023 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Minutes.

7.0 CHIEF EXECUTIVE OFFICER AND STAFF REPORTS

7.1 Legislative Update

Pam Bender presented a legislative update. Pam stated new statutes are effective January 1, 2024, unless otherwise noted in the bill. She shared that from two of the local Governor's Budget Workshops, the biggest takeaway was that though there will likely be cuts in the May Revise, the Governor committed to not reduce funding from education or mental health. Pam said it was shared the cost-of-living adjustment (COLA) could be approximately 0.78% for the year. Pam continued that LEAs should continue to be cautious with their budgets in preparation for the May revise. With legislature being back in session this month, new bills are to be submitted and introduced by February 16, 2024.

7.2 2024-25 Desert Mountain Charter SELPA Local Plan

Pam Bender provided information regarding the 2024-25 Desert Mountain Charter SELPA Local Plan. She said the plan is due to CDE by June 30, 2024. Pam shared that several dates have been scheduled so the different sections of the local plans can be reviewed, modified, and approved by different committees including Community Advisory Committee (CAC), DMCS Executive Council, and CAHELP JPA Governance Council. She continued that though it seems like a huge undertaking, a webinar last week explained that it should be a fairly simple process if not many changes need to be made. Pam said the first Local Plan workgroup will be held on January 30, 2024, 12:00 pm-4:00 pm. She reported that the California Education Code states one general education administrator, one special education administrator, and a parent are required. Pam asked if a parent or staff member is interested in being on the local plan committee to email her the contact information. The committee will look at the existing local plan that has covered the past three years to see what needs to be changed and if any policy revisions need to be made. She is going to confirm with CAHELP JPA Governance Council if as a multi-district SELPA if they want each member LEA board to approve the local plan, including the Annual Budget Plan and Annual Service Plan, because it is not required by California Education Code.

Pam stated there has been talk about the charter renewal process and possible changes that will be

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made. She would like to meet with each of the charter school special education directors to look at attendance and other information to ensure DMCS is supporting the member LEAs where needed as well as making the LEAs aware of what is needed to meet the agreement with Desert Mountain Charter SELPA.

7.3 Alternative Diploma Pathway

Pam Bender provided information on the Alternative Diploma Pathway. She said the California School Boards Association (CSBA) provided a sample policy pertaining to the Alternative Diploma Pathway. Pam said she is going to schedule committee meetings to follow the process. She continued that the San Bernardino County Schools program operates most of the moderate to severe high school classrooms. The committee will look at district policies and processes to ensure students can meet the graduation requirements if they are on the alternative diploma pathway. Pam asked to be contacted by LEA members that are interested. Pam said the meetings will be in person but she will plan for remote participation as well.

7.4 SEIS Transition Update

Pam Bender provided a SEIS transition update. She stated all member LEAs should be using SEIS and not fillable forms. If there is difficulty with teachers accessing and using SEIS, Colette Garland should be contacted. Colette has set up additional open forums where she and Terri Nelson can meet with LEA staff on Tuesdays at 8:00 am-10:00 am, and on Thursdays at 2:00 pm-4:00 pm to answer questions. These will be titled Question and Answer and will likely be once or twice a month instead of weekly. Pam reported that more than 1,500 IEPs were entered by CAHELP staff. The IEPs on fillable forms were entered exactly how they were received with the document uploaded for reference. During that data entry, it was noticed that IEP training is needed with a focus on IEP basics. She continued that Web IEP had customizable forms that SEIS does not so more attention is required from the notetaker. Pam added that it was decided that IEP translators will be given fillable forms to complete so the IEP section headers and student data will be in Spanish. This is due in part because when the translator has the IEP record open, other SEIS users cannot enter data for the same student. The Spanish fillable forms will be created then updated by CAHELP JPA staff based on any changes made by the State SELPA SEIS Committee.

Pam thanked the committee members for their patience during the transition. She said she has received positive feedback about the easier flow of SEIS and about the LEA staff being able to pull their own data.

Colette Garland also thanked the committee members for their patience. She asked to be emailed or called with any issues or questions. Colette said the training flyers will be emailed to the members soon.

Pam added that the CALPADS amendment window closes January 26, 2024. She said if there

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were special education only errors, CDE certified then would allow corrections during the amendment window due to the transition to SEIS.

Colette said that there was a pause on sending records to CDE but it will resume on February 5, 2024. This is because if records are sent before certification, it changes what was approved.

7.5 Desert Mountain Children’s Center Client Services Reports and Update

Linda Llamas presented the Desert Mountain Children’s Center Client Services monthly reports and updates. She shared that all of the mental health articles she has presented are now on the Desert Mountain Children’s Center website homepage for everyone to access and share.

7.6 Professional Learning Summary and Update

Heidi Chavez presented the Desert Mountain Charter SELPA’s Professional Learning Summary and updates. She pointed out that behavioral support trainings continue to be a big need. Heidi asked to be contacted if there are other training topics needed for special education teachers and staff. Heidi highlighted Celebrating Families training that happens after hours to assist families in breaking the cycle of addiction and building resiliency. The Special Education Directors’ Training on February 23, 2024 has the topic of embedding social emotional learning. It will be recorded and available through June 30, 2024 as a resource. Heidi said that LEA staff must register for the training in order to receive the recording. The recording also must stay within the LEA and cannot be shared outside of the district. The topic for the April 19, 2024 Special Education Directors’ Training is Special Education Legal Update with Jack B. Clarke, Jr of AALRR. Heidi then reported the iMTSS Symposium is scheduled for February 21, 2024 and is focusing on how to reverse educator burnout. The symposium is for any educators and school staff whether or not they are members of DMSELPA or DMCS. Heidi talked about Community Advisory Committee (CAC) meetings being like the Parent Teacher Organization (PTO) of special education and are geared towards parents. She said the first 30 minutes of the meeting is for the LEA representative and is followed by the presentation. The representative portion is required as part of Desert Mountain Charter SELPA membership and includes one LEA representative and one parent representative.

7.7 Resolution Support Services Summary and Update

Kathleen Peters presented the Desert Mountain Charter SELPA’s Resolution Support Services Summary and update. She shared a quote by Geoffrey Moore, “Without data, we are deaf and blind and stuck in the middle of the freeway.” Kathleen continued that when an LEA offers free appropriate public education (FAPE) that cannot be provided by the LEA so there has been other placement found but the parent disagrees, it can be frustrating. She said typically because of behaviors, a student must occasionally be moved against the will of the parent. To do that, a judge must give permission. Kathleen continued that for the DMCS team to defend the LEA, there must

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be good data to support why and what changes have been made in the environment to meet the student's needs. Kathleen said if it seems that change of placement is a possibility, the LEA is to contact a program specialist or her for guidance on how to concretely document the situation. There is a current hearing involving a member of the DMSELPA with a parent that has filed multiple times and now the LEA is filing against the parent. The attorney practices criminal law not educational law which causes the hearings to last longer because they are not prepared and misunderstand their role.

Kathleen shared a case from California Central District Court involving Ventura USD. The judge allowed the claim to go back to 2019 when the initial case was not filed until 2021 because of the claim the child was not properly assessed for autism. The judge felt the district had misrepresented how the child was assessed for autism and the school psychologist's assessment not including autism because the school believed there was no evidence of it. Kathleen said it is imperative to oblige when a parent asks for assessment of a specific type.

7.8 Compliance Update

Peggy Dunn presented an update on compliance items from the California Department of Education (CDE). She reviewed the Compliance and Improvement Monitoring (CIM) Step Four: Implementation and Monitoring Progress Report due dates for Targeted 1, 2, and 3 as well as Intensive 1, 2, and 3. Peggy emailed a disproportionality webinar to directors last week that discussed disproportionality tools and ideas as well as indicators such as lack of parent involvement, least restrictive environment, and school climate. Peggy said at this time, Desert Mountain Charter SELPA members are not in intensive phase but in targeted area two or three. She reminded the committee members to be mindful of the dashboard indicators. Peggy said March 2024 is when the Annual Determination Letters are anticipated. The letter will provide the LEA's current status as well as the next steps to be taken.

Peggy shared that one of the compliance team goals for is for Peggy and Sheila Parisian to visit the sites and work closer with the LEAs to improve delivery of services to students.

Pam Bender said the charter schools are now part of the compliance monitoring that the traditional schools have been part of for years as well as being part of small schools monitoring and differentiated assistance through San Bernardino County. The changes are making compliance about the whole school instead of there being a separation between general education and special education. Contact Peggy, Sheila, or program specialists with questions.

Peggy added that LEAs are to continue to be mindful of late IEPs. She said in the past, Colette Garland emailed those reports but now LEAs can run their own reports so they are aware.

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7.9 Career Technical Education Update

Deborah Sarkesian provided the Career Technical Education (CTE) update. She shared that Transition Planning for All Students is scheduled for February 29, 2024 and will be virtual. This will help ensure more teachers and school staff will be able to attend. Deborah said Department of Rehabilitation (DOR), Transition Partnership Program (TPP), and Workability Cross Training is scheduled for January 29, 2024.

7.10 Prevention and Intervention Update

Deborah Sarkesian provided the Prevention and Intervention update. She provided the 2024 California PBIS Recognition Timeline. The conference will be held October 9-11, 2024 in Sacramento. Deborah shared the training flyer for Implementing Culturally Responsive Systems and Practices scheduled for January 30, 2024, 8:30 am. – 1:30 p.m. Also, Discouraging Problem Behaviors training is scheduled for February 8, 2024, 12:30 p.m. - 4:30 p.m. This training focuses on preventing, de-escalating, and responding to defiance by utilizing PBIS.

7.11 Occupational and Physical Therapy Services Update

Codi Andersen provided the Occupational and Physical Therapy Services update. Codi shared the OT/PT Collaborative will have another meeting this school year. Codi said she and her team also have resources available to assist with LEA OTs and PTs with disproportionality in MTSS framework for tiers one and two.

7.12 Outreach Team Update

Yolanda Roman presented the [Outreach Team video](#) highlighting Baker Valley Family Community Resource Day Event. She shared in September 2023, she and Jessica Soto visited Baker Valley USD to deliver backpacks for students and they met the superintendent, Cecil Edwards. They found him and the teachers to be very passionate about the families and community they serve and learned of the great needs of the rural community. The Outreach Team formed partnerships with community vendors to support the area during the community resource day event providing food, medical and dental applications, school supplies, clothing, and many other needed resources.

8.0 FINANCE COMMITTEE ITEMS

8.1 Use of Low Incidence Funds Balance

Marina Gallegos provided information on possibilities for using Low Incidence Funds balance. She said the balance is continuing to grow and though it is part of the annual budget plan, not many charter members are budgeting for low incidence needs. Marina reported the projected ending

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balance for 2022-23 is \$175,000. She said if LEAs are using funds for low incidence supports and/or services, it can be reimbursed.

Pam Bender said low incidence refers to students that are deaf, hard of hearing, orthopedically impaired, visually impaired, and/or blind as the primary or secondary disability on their IEP. The funds can be used to pay for occupational or physical therapists that provide services to these students, students that might need hand grips or other equipment specific to them only, not equipment to be used by other students. Pam asked the committee members to talk with their teachers and service providers to see if anything is needed.

8.2 Educationally Related Mental Health Services (ERMHS) Funding Update

Marina Gallegos provided an update on Educationally Related Mental Health Services (ERMHS) funding. She said since July 1, 2023, monthly ERMHS payments have been received by the LEAs. Marina has emailed LEAs that receive services in person or virtually from DMCC to discuss the best way for DMCS/DMSELPA to recover the funds. It was decided that Marina will invoice for the funds twice a year: in December and after P-2 certifies.

Marina added that grant award notifications for local assistance entitlements federal dollars have been received. She said once she receives Pupil Count from Colette Garland, the funds will be apportioned. The reporting period will be from July 1 through March 31. The expenditure report templates will be emailed and due back by approximately April 2024.

Pam Bender asked the nonfiscal attendees to have their business office contact Marina Gallegos for more information.

9.0 INFORMATION ITEMS

9.1 Monthly Occupational and Physical Therapy Services Reports

9.2 Upcoming Professional Learning Opportunities

10.0 STEERING COMMITTEE MEMBERS COMMENTS / REPORTS

None.

11.0 CEO COMMENTS

Pam Bender shared a quote from an unknown author, “A new year is a fresh start with infinite possibilities”. She is excited to see how everything settles by the end of the year.

12.0 MATTERS BROUGHT BY THE PUBLIC

None.

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13.0 ADJOURNMENT

Having no further business to discuss, a motion was made by Madison Dennison, seconded by James Connell, to adjourn the meeting at 10:36 a.m. The motion carried on the following vote: 9:0:0: Ayes: Brandner, Connell, Dennison, Edick, Laird, Lovell, Lucey, Mendoza, and Ware. Nays: None. Abstentions: None.

The next regular meeting of the Desert Mountain Charter SELPA Steering Committee will be held on Thursday, February 22, 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 accommodations for disabilities are requested to contact Jamie Adkins at (760) 955-3555, at least seven days prior to the date of this meeting.