

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN CHARTER SELPA STEERING and FINANCE COMMITTEE MEETING**  
*February 22, 2024 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

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## **MINUTES**

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### **DESERT MOUNTAIN CHARTER SELPA MEMBERS PRESENT:**

Allegiance Steam Academy – Jacque Williams, ASA Charter School – Anthony Lucey via Web Ex, Aveson Global Academy/School of Leaders – Kelly Jung, 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, Odyssey Charter Schools – Katrina Franklin via Web Ex and Chasityflame Price, 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, Danielle Cote, Peggy Dunn, Marina Gallegos, Colette Garland, Linda Llamas, Maurica Manibusan, Miya Narvaiz-Ward, Sheila Parisian, Kathleen Peters, Annette Rego, Linda Rodriguez, Veronica Rousseau, Deborah Sarkesian, Jennifer Sutton, and Misti Ubina.

### **GUEST:**

Dr. Sonal Patel, SBCSS Digital Learning and Computer Science Education.

## **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 9:04 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 motion was made by James Connell, seconded by Madison Dennison, to approve the February 22, 2024 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 10:0:0: Ayes: Brandner, Connell, Dennison, Edick, Jung, Lovell, Mendoza, Price, Ware, Williams. Nays: None, Abstentions: None.

## **5.0 PRESENTATIONS**

5.1 MagicSchool Artificial Intelligence (AI) Platform and ChatGPT

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---

Dr. Sonal Patel, SBCSS Digital Learning and Computer Science Education Branch presented information about MagicSchool Artificial Intelligence (AI) Platform and ChatGPT. Dr. Patel reported on safe use, pros and cons, social impacts, and demystifying the use of AI in the educational setting. She provided a demonstration in ChatGPT4 of using PREP framework in working with AI: Prompt it, give it a Role, give it Explicit instructions, and give it clear Parameters. AI can be used to help teachers with lesson planning, job seekers can use it to help with resumes and letters of introduction, writing reports, analyzing spreadsheets to create graphs, generating pictures and alternate text for pictures. Dr. Patel provided information on the differences in different platforms such as ChatGPT3, ChatGPT4, Copilot, Gemini AI, MagicSchool AI, Google Bud, Craiyon, KhanMigo, and KyronLearning.

Dr. Patel responded to a question of legality and ethics in students using AI to complete assignments. She said it is a topic of national conversation along with the need for school districts to create policies on how students will be permitted to use artificial intelligence. Dr. Patel shared there is Consortium for School Networking (CoSN) guidance included her presentation padlet.

Dr. Patel concluded by sharing the following training information: *Empowering Diverse Learners AI for Inclusive Learning* is scheduled for March 28, 2024 at Desert Mountain Educational Service Center.

There was a brief discussion about how the member LEAs have begun to use AI in special education: psych reports, progress monitoring assessments, and classroom games.

Pam Bender said there is concern about Family Educational Rights and Privacy Act (FERPA), privacy, and confidentiality. She continued that LEAs learning about how to use AI safely is imperative and necessary because AI is a learning tool.

Note: Anthony Lucey joined the meeting at 9:15 a.m.

### 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 the meeting for clarification, discussion, or change.

- 6.1 **BE IT RESOLVED** that a motion was made by Madisons Dennison, seconded by Malia Lovell, to approve the following Consent Item as presented. The motion was carried on the following vote: 10:0:1: Ayes: Brandner, Connell, Dennison, Edick, Jung, Lovell, Lucey, Mendoza, Price, and Ware. Nays: None. Abstentions: Williams.

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## **MINUTES**

---

6.1.1 January 25, 2024 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. She reviewed the legislative calendar as well as the following bills:

- Senate Bill (SB) 445 – IEP Translations required within 30 days of the meeting. State SELPA administrators are working with the bill writers to encourage extending the timeline to at least 45 days,
- SB 483 – Elimination of prone restraint. It will have more restrictions added when presented. Pam stated there is never a single person restraint that is appropriate without training,
- Assembly Bill (AB) 438 – Transition Plan prior to 9<sup>th</sup> grade, inactive but being reintroduced,
- AB 1938 – Special education inclusive practices and strategies,
- SB 347 – gut and amend bill regarding teaching credentialing, basic credentials, and preschool. San Bernardino County Superintendent of Schools (SBCSS) is working to assist teachers with the bridging process that would eliminate the need for teachers to return to university.

#### 7.2 2024-25 Desert Mountain Charter SELPA Local Plan Update

Pam Bender provided an update on the 2024-25 Desert Mountain Charter SELPA Local Plan. She explained that Section B is due every three years and pertains to SELPA procedures. The first meeting of the Local Plan Workgroup was on February 14, 2024, and they found there will be minor changes needed for Section B. Pam continued that the Annual Service Plan and Annual Budget Plan are both completed annually. She said past practice has been the finished Local Plan was presented to the respective Steering Committee, then to CAHELP Governance Council superintendents and CEOs), then to each LEA board for approval. CDE recently reported that the California Education Code does not require multi-district SELPAs to have any part of the Local Plan be approved by each member LEA because those boards have given the superintendents the ability to vote on this type of item. Pam said after speaking with the CAHELP Governance chairperson, Pam will get a legal opinion then present it to CAHELP Governance Council for feedback on how to proceed.

Pam shared the Local Plan workgroup will meet again following today’s meeting 12:00 p.m.-3:30pm and any committee member is welcome to attend. The next meeting is scheduled for March 7, 2024, 8:00 a.m.-12:00 p.m. Pam said the updates to Section B will be shared with the

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## **MINUTES**

---

committee with the changes noted.

### 7.3 Alternative Pathway Diploma

Pam Bender provided an update on the Alternative Pathway Diploma. The workgroup is meeting on Monday, February 26, 2024, 10:00 a.m. – 1:00 p.m. at DMESC. Pam has gathered information and documents from Colton JUSD, Mt Diablo SELPA, and State SELPA Administrators that reflect they are using the same documents. The reason for member LEAs to work together is that Desert Mountain Operations (DMOPS) provides services for many students in the moderate/severe population of the desert mountain region but the different districts have different pathways. This causes the DMOPS teachers to follow different course outlines for each of the students. Pam continued that having all LEAs follow a similar pathway will make less work in the long run. Pam concluded that after the February 26, 2024 meeting, additional meeting dates will be considered and shared.

### 7.4 LEA Staff Roles During IEP Meetings

Pam Bender provided an update on LEA staff roles during IEP meetings. She said past practice for most LEAs is each IEP team member has one role during the meeting. According to California Education Code and federal regulations, a team member can have multiple roles. Pam said one of the concerns is that will allow district staff to circumvent the LEA process of district office, special education director, or administrator approval. There is conflict when someone without the appropriate credentials attempts to review assessments. Pam shared that a member LEA is experiencing their teachers requesting extra pay for holding multiple roles in IEP meetings. Pam said the person designated as the LEA representative must have knowledge of general education and authority to approve the IEP. Pam said the recommendation is for the administrator to decide who will be the LEA rep and only under extenuating circumstances would LEA staff be able to hold two roles and not as normal practice. She said she has requested a legal opinion with case law that will be taken to the Governance Council for input and guidance. Pam confirmed an IEP amendment does not require a full team meeting for non-substantive changes.

Kathleen Peters said the decision not to have a full team meeting is not black and white. The bottom line is that the parent must be allowed full participation in any IEP decisions for their child.

### 7.5 Guidance on Larry P. Court Decision

Pam Bender provided guidance on Larry P. court decision. Pam stated again that CAHELP JPA guidance is to not assess African American students for IQ. She said the law has not changed, Office of Administrative Hearings (OAH) and California Department of Education (CDE) have not changed their interpretation. Pam said that the opinion letter from California Association of School Psychologists (CASP) challenged the decision and made some comments but since OAH

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---

and CDE have not changed their opinions, CAHELP JPA is not changing their guidance. Pam concluded that if OAH interpretation or case law change, the guidance will be revisited.

### 7.6 2024-25 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Dates

Pam Bender presented the tentative 2024-25 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Dates for review and input. There were no comments or suggested changes from the committee members in attendance.

### 7.7 Desert Mountain Children's Center Client Services Reports and Update

Linda Llamas presented the Desert Mountain Children's Center (DMCC) Client Services monthly reports and updates. Linda reported the Referral for Behavioral Health Services form is current and available on the DMCC website. Having the referral form online will allow DMCC to streamline services and tailor interventions to connect with children. Linda asked to be contacted with any questions or concerns.

### 7.8 Professional Learning Summary and Update

Heidi Chavez presented the Desert Mountain Charter SELPA's Professional Learning Summary and updates. She shared the Community Advisory Committee (CAC) is meeting February 22, 2024, and again on April 18, 2024, with both meetings being virtual. Heidi said CAC helps parents by providing links and resources for special education. Heidi continued the Special Education Directors' Training *Embedding Social Emotional Learning within Culturally Relevant and Sustaining Practices* on February 23, 2024, will be held in person and recorded. The final Directors' Training of the year will be on April 19, 2024, in person at DMESC with Jack B. Clarke, Jr. of AALRR.

Heidi shared that California School for the Deaf – Riverside would be holding an open house on March 1, 2024, at 8:30 a.m. until 12:00 p.m. She said Superintendent of Public Instruction Tony Thurmond would be in attendance and a tour of the school would be available.

Heidi reported Region 10 and East Valley SELPA are sponsoring *Development, Routines, and Themes: The Blueprint for Effective Special Education Classrooms* Tuesday, March 5, 2024 from 8:00 a.m. – 2:30 p.m. at Dorothy Ingraham Learning Center in San Bernardino.

### 7.9 Resolution Support Services Summary and Update

Kathleen Peters presented the Desert Mountain Charter SELPA's Resolution Support Services Summary and update. She shared that the Resolution Support Services department attends AALRR monthly legal discussions to learn about recent cases and interpretations of decisions. Kathleen asked to be contacted by anyone who is interested in joining the discussions as she is

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## **MINUTES**

---

happy to share the meeting details. She said the topic on February 9, 2024 was “Is Your Progress Data Believable?” which is a discussion being had by member LEAs recently.

Sheila Parisian shared insights on a recent case in which the judge found discrepancy between what the data showed and what was documented in the IEP. She said measurable goals are to be descriptive enough that another teacher can continue to provide support and guidance towards progress.

Kathleen continued that teachers must be well versed in the concepts and structures they are putting in place. She said measurable goals must have baseline data that matches the skill that is being taught.

Note – Jen Edick left the meeting at 10:56 a.m.  
Kelly Jung left the meeting at 11:01 a.m.

### 7.10 Compliance Update

Peggy Dunn presented an update on compliance items from the California Department of Education (CDE). She said the Annual Determination Letters are expected in March 2024. Peggy reported LEAs that are in Compliance and Improvement Monitoring (CIM) Process are in Step Four. Those in Targeted 1, 2, 3 have progress reports due July 10, 2024. Peggy said the Targeted Universalism video was very good and addressed disproportionality, multiple tiers system of support, and behaviors. Peggy continued that Small Schools Cycle B will be coming in the next couple of months. This involves LEAs that have 100 or less students with disabilities. She and Sheila Parisian are working to increase their support in the upcoming cycle.

Colette Garland said Pupil Count has been completed. She reported that she met with the SEIS translators with good feedback. They are looking to change the process that requires the translation to be done through an amendment which prevents other meetings to being worked on and adds length to the IEP with both Spanish and English information being entered. Colette will report the feedback to DMSELPA Program Team. Colette shared that a Service Tracker video will be created to assist LEAs with the CDE requirement. She added that the DocuSign contract will be ending on April 15, 2024. Colette said the SELPA envelopes must be emailed by April 1, 2024 so they can be signed and returned before the end date. Colette encouraged the use of the SEIS signature option. Colette is creating SEIS searches based on canned reports that were in Web IEP: special transportation, ESY, Spanish translation. She reported that there has been cleanup of duplicate records, missing SSID records and other. Virtual SEIS trainings and SEIS Open Forums are continuing twice a month. Colette concluded stating Personnel Data Report information will be emailed on February 23, 2024 and is due back to her by March 8, 2024.

In response to a question, Colette replied that she is going to ask SEIS again at her March 7, 2024 with them about the possibility of having more than one outstanding signature request added.

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## **MINUTES**

---

### 7.11 Career Technical Education Update

Bobbie Taylor provided the Career Technical Education (CTE) update. She shared the 2023-24 Transition Partnership Program (TPP) Goals Update. Bobbie reported *Transition Planning for All Students* training course is scheduled for Thursday, February 29, 2024, 9:00 a.m.-12:00 p.m. virtually.

### 7.12 Prevention and Intervention Update

Pam Bender said there is no Prevention and Intervention update at this time.

### 7.13 Occupational and Physical Therapy Services Update

Codi Andersen provided the Occupational and Physical Therapy Services update. She said the monthly reports will be provided in a timely manner with the new system being used. Codi shared that her team is happy to provide Career Day support to districts with either a booth or session. She added the certified occupational therapy assistant and physical therapy assistant education programs are two years.

## **8.0 FINANCE COMMITTEE ITEMS**

### 8.1 2023-24 Special Education Revenue Projection

Marina Gallegos provided the 2023-24 Special Education Revenue Projection. She reviewed the projections and reported P1 certified on February 20, 2024.

### 8.2 Fall 1 2023 Pupil Count

Marina Gallegos provided the Fall 1 Pupil Count. She said these numbers are used by SELPA to allocate LEA federal local assistance dollars. LEAs use the data to perform the per capita test for the Maintenance of Effort (MOE) calculation. Marina emailed an MOE worksheet to assist the LEAs with their 2<sup>nd</sup> interim budget projections so they can be in line to pass one of the MOE tests.

## **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.

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

**MINUTES**

---

**11.0 CEO COMMENTS**

Pam Bender encouraged the committee members to share with staff and family members how appreciated they are and their impact on your life. She said to remain positive and pleasant with parents and others who are struggling. Pam said to not stop sharing kindness when Valentine’s Day passes.

**12.0 MATTERS BROUGHT BY THE PUBLIC**

None.

**13.0 ADJOURNMENT**

Having no further business to discuss, a motion was made by Madison Dennison, seconded by Malia Lovell, to adjourn the meeting at 11:25 a.m. The motion carried on the following vote: 9:0:0: Ayes: Brandner, Connell, Dennison, Lovell, Lucey, Mendoza, Price, Ware, Williams. Nays: None, Abstentions: None.

The next regular meeting of the Desert Mountain Charter SELPA Steering and Finance Committee will be held on Thursday, March 21, 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.*