

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

*April 18, 2024 – 9:00 a.m.*

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

**MINUTES**

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**DESERT MOUNTAIN CHARTER SELPA MEMBERS PRESENT:**

Allegiance STEAM Academy – Jacque Williams, ASA Charter School – Anthony Lucey via Zoom, Aveson Global Academy/School of Leaders – Kelly Jung via Zoom, Elite Academic Academy – Jen Edick and Adam Woodard both via Zoom, Encore Jr/Sr High – Madison Dennison, Leonardo da Vinci Health Sciences Charter – Anne Laird via Zoom, Odyssey Charter Schools – Chasityflame Price, Pasadena Rosebud Academy – Shawn Brown, Pathways to College – James Connell, Southern California Flex Academy – Malia Lovell, and Taylion High Desert – Karen Ware.

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

Jamie Adkins, Codi Andersen, Pam Bender, Ivan Campos, Heidi Chavez, Danielle Cote, Peggy Dunn, Marina Gallegos, Colette Garland, Isaac Medina, Sheila Parisian, Karina Quezada, Linda Rodriguez, Jennifer Rountree, Veronica Rousseau, Deborah Sarkesian, Jennifer Sutton, and Theresa Vaughan.

**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 9:02 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 James Connell, seconded by Malia Lovell, to approve the April 18, 2024 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 11:0:0: Ayes: Brown, Connell, Dennison, Edick, Jung, Laird, Lovell, Lucey, Price, Ware, and Williams. Nays: None, Abstentions: None.

**5.0 PUBLIC HEARING**

5.1 Desert Mountain Charter SELPA Local Plan Section B: Governance and Administration  
**(ACTION)**

California Education Code requires that a Special Education Local Plan Section B: Governance and Administration be presented for public hearing prior to submission to the California Department of Education (CDE). The Local Plan describes how special education services are provided for eligible students who reside within a Special Education Local Plan Area (SELPA)

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## **MINUTES**

---

region every three years. By June 30, 2024, all SELPAs are required to submit a Local Plan using CDE adopted templates. A final draft of the 2024-25 Desert Mountain Charter SELPA Local Plan will be presented for public hearing.

5.1.1 **BE IT RESOLVED** that a motion was made by Malia Lovell, seconded by Madison Dennison, to approve the Desert Mountain Charter SELPA Local Plan Section B: Governance and Administration as presented. The motion carried on the following vote: 10:0:1: Ayes: Brown, Connell, Dennison, Edick, Jung, Laird, Lovell, Lucey, Price, and Ware. Nays: None, Abstentions: Williams.

### 5.2 Desert Mountain Charter SELPA Annual Service Plan (**ACTION**)

California Education Code requires that an Annual Service Plan be approved by the CAHELP JPA Governance Council as part of the Local Plan. The 2024-25 Annual Service Plan describes all special education services currently provided in the Desert Mountain Charter SELPA broken down by type, location, and level of severity.

5.2.1 **BE IT RESOLVED** that a motion was made by Shawn Brown, seconded by Anthony Lucey, to approve the Desert Mountain Charter SELPA 2024-25 Annual Service Plan as presented. The motion carried on the following vote: 11:0:0: Ayes: Brown, Connell, Dennison, Edick, Jung, Laird, Lovell, Lucey, Price, Ware, and Williams. Nays: None, Abstentions: None.

### 5.3 Desert Mountain Charter SELPA Annual Budget Plan (**ACTION**)

California Education Code requires that an Annual Budget Plan be approved by the CAHELP Governance Council as part of the Local Plan. The 2024-25 Annual Budget Plan describes the revenues and expenditures for special education for all local education agencies in the Desert Mountain Charter SELPA.

5.3.1 **BE IT RESOLVED** that a motion was made by Chasityflame Price, seconded by James Connell, to approve the Desert Mountain Charter SELPA 2024-25 Annual Budget Plan as presented. The motion carried on the following vote: 11:0:0: Ayes: Brown, Connell, Dennison, Edick, Jung, Laird, Lovell, Lucey, Price, Ware, and Williams. Nays: None, Abstentions: None.

## 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.

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---

**MINUTES**

---

6.1 **BE IT RESOLVED** that a motion was made by Karen Ware, seconded by Chasityflame Price, to approve the following Consent Items as presented. The motion carried on the following vote: 10:0:1: Ayes: Brown, Connell, Dennison, Edick, Jung, Laird, Lovell, Lucey, Price, and Ware. Nays: None, Abstentions: Williams.

6.1.1 February 22, 2024 Desert Mountain Charter SELPA Steering and Finance Committee Meeting Minutes.

6.1.2 March 21, 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, highlighting the following bills that pertain to special education:

- Assembly Bill (AB) 438 Pupils with Exceptional Needs: Individualized Education Programs: Postsecondary Goals and Transition Services – states that students are to have transition goals in place by ninth grade. Also, if an IEP team determines a student does not need transition goals by this timeframe, it must be written in IEP why transition goals are not included.
- AB 2768 Golden State Teacher Grant Program: Nonpublic, Nonsectarian Schools or Agencies – to expand language so nonpublic schools, nonsectarian schools or agencies are considered priority schools as public schools are.
- AB 1938 Special Education: Inclusive Practices and Strategies – this bill is for children who are deaf, hard of hearing, blind, visually impaired, or deaf-blind to be part of inclusive practices and strategies to improve pupil outcomes.
- AB 2026 Disabilities: Person-First Terminology – looking to institute person-first terminology in Health and Safety Codes along with Welfare and Institutions Codes. The bill, however, is not written consistently using person-first language. DMSELPA and DMCS have had this in place for several years.
- AB 2173 Special Education: Emotional Disability – changing language only from “emotional disturbance” to “emotional disability”. The criteria would not change.
- AB 2784 Special Education: Nonpublic, Nonsectarian Schools: Waivers – is a “spot bill” meaning there is no substance to the measure but the legislator has intent.
- Senate Bill (SB) 445 Special Education: Individualized Education Programs: Translation Services – the 2<sup>nd</sup> year of 2-year bill pursuing translations of IEPs to be completed within 30 calendar days of meeting or from when translation requested by parent. State SELPA is talking with the author of the bill in an attempt to change the timeline to 45 days and/or

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## **MINUTES**

---

school days instead of calendar days.

- SB 483 Pupil Rights: Prone Restraint – bill would prohibit the use of prone restraint and prone containment in special education and general education.

### 7.2 Credentials Bridge Authorization

Pam Bender presented SBCSS credentials bridge authorization information. With California Commission on Teacher Credentialing (CTC) allowing counties, SELPAs, and LEAs to put a bridge authorization together, SBCSS/Desert Mountain Operations (DMOPS) has created a training for their teachers that was shared with CAHELP Governance Council on March 29, 2024. Pam reviewed the previous credentials and the current credentials, noting that Early Childhood Special Education (ECSE) can now teach transitional kindergarten and kindergarten. Pam also shared the federal disability categories now covered by Mild Moderate Support Needs (MMSN) and Extensive Support Needs (ESN). The DMOPS bridge authorization model is a two-hour training and eliminates the need for teachers to return to school to update their credentials. Governance asked that SELPA provide bridge training for member LEAs. The DMOPS model is a 2-hour class that is well-paced and leads to good discussion along with some outside work and reading. DMOPS is using Elementary and Secondary School Emergency Relief (ESSER) funds to pay the \$100 fee to CTC for their teachers. The SELPA version will be offered to both Desert Mountain Charter SELPA and DMSELPA member LEAs with the individual LEAs deciding on how the \$100 fee will be paid. Pam said when it is offered, the Human Resources portion of the process will be determined. She continued that when it is offered, the special education directors will provide the information to their teachers. It will not be required for LEAs to participate but will be offered to assist those that have a need. Pam concluded that this will be worked on during the summer.

### 7.3 Submission of Low Incidence Equipment Requests

Pam Bender provided information on the submission of Low Incidence Equipment (LIE) Requests. She said that there are many requests for LIE that she receives that include assessments and IEPs that are completed months before she receives the request. Pam reminded the committee members that these requests need to be processed right away because it has been determined that a student has a specific need for equipment and should not be without it for long. Also, the documentation is no longer up to date and a new IEP may be required.

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

Theresa Vaughan presented the Desert Mountain Children's Center (DMCC) Client Services monthly reports and updates. She shared that once an online referral is made, the parent/guardian of the child are contacted within a few days. Theresa said she or the DMCC office can be contacted if there is a concern about a referral not being received or acted upon. Theresa concluded that she or Linda Llamas can be contacted with any questions or concerns.

## **MINUTES**

---

### 7.5 Professional Learning Summary and Update

Heidi Chavez presented the Desert Mountain Charter SELPA's Professional Learning Summary and updates. She shared the participant numbers reflect the member LEAs are taking advantage of trainings being offered. Heidi then highlighted the April 18, 2024 Community Advisory Committee Meeting and the April 19, 2024 Special Education Directors' Training. She shared the date for the 2025 IMTSS Symposium as February 27, 2025 with the scheduled venue of High Desert Church with trauma being the main topic.

Karina Quezada shared the School Psychologists' Committee meeting dates and topics for 2024-25, stating the meetings will be held in person at Desert Mountain Educational Service Center. She reported that a flyer with additional details will be provided during the summer.

### 7.6 Resolution Support Services Summary and Update

Sheila Parisian presented the Desert Mountain Charter SELPA's Resolution Support Services Summary and update. With no new filings for DMCS, DMSELPA is seeing several records requests. Sheila asked to be contacted when a records request is received because though it does not mean a filing will follow, it allows the resolution support services team to be aware of any concerns. She said if a parent does share that they have concerns with their child's education, work with them immediately to ensure their concerns are addressed. Sheila reported that Colette Garland continues to provide SEIS trainings in which everyone is welcome to attend and ask questions. She concluded that using the LEA SEIS dashboard is another avenue to know what parents should be contacted.

### 7.7 Compliance Update

Peggy Dunn presented an update on compliance items from the California Department of Education (CDE). She reported on the number of LEAs in each level of Annual Determination Monitoring, compiled for both DMCS and DMSELPA. For LEAs in Compliance and Improvement Monitoring (CIM) Targeted 1, 2, and 3, progress reports are due July 10, 2024, which means they must be submitted before school dismisses for summer break. Peggy shared that she has received a number of phone calls from LEAs stating the data CDE is reviewing for Cyclical Monitoring is incorrect. Peggy explained that CDE is looking at data from a single date snapshot and that is the information used for the Annual Determination Letter. She said there are some discrepancies in the data that was pulled that she is working to correct. Peggy continued that in August 2024, CDE will gather another snapshot of LEAs that are in Cyclical Monitoring A, B, and C. It is important for LEAs to have their IEPs up to date so they are not placed in CIM Monitoring for Small Schools. Peggy reviewed the number of late annual and triennial IEPs. On May 1, 2024, the IEP Implementation list of randomly selected students will be provided so CDE can see if IEPs are being implemented with fidelity. This means that no less than 90% of services are being

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## **MINUTES**

---

provided. Peggy was told by CDE that the Small Schools monitoring data was pulled from February 2023 with data being pulled from this school year to be used for next year's review.

Colette Garland reported personnel data reports were submitted by April 9, 2024, with the amendment window being open until April 30, 2024. She continued that the SELPA DocuSign contract ended April 15, 2024, and encouraged LEAs to use SEIS Sign moving forward. Colette stated Web IEP data distribution is moving forward with SBCSS Technical Services making appointments to deliver the data to LEAs. She said an agreement will need to be signed by each LEA with the original agreement being retained by DMCS. The LEA check-ins continue to ensure CALPADS is moving smoothly and that any questions are answered. Colette concluded that SEIS trainings and open forums continue twice a month.

### 7.8 Career Technical Education Update

Deborah Sarkesian provided the Career Technical Education (CTE) update. She reported the Transition Resource Fair was held on Tuesday, April 16, 2024, and the event started with keynote speaker Brad Butler II who spoke to the attending students, parents, and vendors about having hope and not letting difficulties prevent them from achieving goals. There were more than 40 vendors present who focused on supporting and serving students and adults with disabilities including the 122 attendees. Deborah shared that the CTE team has been talking about marketing the resource fair differently so more parents and students can hear the speaker.

### 7.9 Prevention and Intervention Update

Deborah Sarkesian provided the Prevention and Intervention update. She shared that year one of the California Integrated Support Project Grant with the focus being on culturally relevant and sustaining practices. With the same schools moving to year two, the focus will be social emotional learning and trauma informed practices. California PBIS recognition window is currently open and will be closing on May 10, 2024. Deborah shared one of the requirements for recognition is an external acer. The California PBIS is scheduled for October 9-11, 2024, in Sacramento, CA and registration is open. CAHELP P&I webpage has information as well.

### 7.10 Occupational and Physical Therapy Services Reports and Update

Codi Andersen provided the Occupational and Physical Therapy Service reports and update. She said that her team continues to be available for trainings on how to safely transfer students with disabilities and mobility trainings for paraeducators and special education teachers. These trainings can be requested via the onsite request form or by contacting Codi. Codi also reported that her team has been attending trainings where the importance of mental health and the correlation with physical exercise are stressed. She continued that OTs and PTs can help with activities that increase the heart rate for those that have limited mobility. Codi said trainings are

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## **MINUTES**

---

being planned for late July and early August with flyers coming. She added that transportation directors will also be invited to the trainings.

### **8.0 FINANCE COMMITTEE ITEMS**

#### **8.1 Proposed 2024-25 Desert Mountain Charter SELPA Budget**

Marina Gallegos presented the proposed 2024-25 Desert Mountain Charter SELPA Budget. She reviewed the primary funding sources and shared SBCSS budget assumptions since they are the administrative agency for CAHELP who uses the same budget assumptions. Marina shared the budget does include two additional program specialists and one additional program manager. There is some deficit spending expected due to Elite Academic Academy leaving DMCS effective July 1, 2024, which could be offset with the pending membership applications. There is a proposal to continue the pause in the set-aside pool contribution due to the ending balance. Marina explained that Out-of-Home (OOH) Care is a new funding source for DMCS with CDE recalculating the amount available. She shared that Pam Bender is creating a committee to review and rewrite the allocation plan so there will be discussion on how to use the OOH funds.

#### **8.2 Proposed 2024-25 Desert Mountain Charter SELPA Fee-For-Service Rates**

Marina Gallegos presented the proposed 2024-25 Desert Mountain Charter SELPA Fee-For-Service (FFS) rates. She said the FFS rates are for OT/PT services purchased and there will be no increase due to the ending balance.

#### **8.3 Special Education Director and Fiscal Roles**

Pam Bender presented information pertaining to special education director and fiscal roles. Pam said that because most special education directors do not have a fiscal background, she wanted to share a comparison of the special education and fiscal staff roles. She said there will possibly be a fiscal workshop at the beginning of the 2024-25 school year for special education directors to help them understand the finances. Pam shared that most fiscal staff do not attend the monthly Steering and Finance Committee meetings but it might help if the finance portion of the meeting were moved to the beginning of the agenda allowing more fiscal conversation.

### **9.0 INFORMATION ITEMS**

#### **9.1 Upcoming Professional Learning Opportunities**

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

Jacque Williams shared her extreme appreciation to Colette Garland, Terri Nelson, and Peggy Dunn for walking her through SEIS transition and integration.

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## **MINUTES**

---

### **11.0 CEO COMMENTS**

Pam Bender said she sent an email to superintendents and CEOs copying the special education directors asking to be contacted if there are errors or data missing from SEIS, or if there are software issues so they can be resolved by June 30, 2024. Pam expressed that resolving any issues could prevent LEAs from having additional differentiated assistance or compliance issues. Pam reported Web IEP is closing June 30, 2024, so there will be no more access to data after that date.

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

None.

### **13.0 ADJOURNMENT**

Having no further business to discuss, a motion was made by Karen Ware, seconded by Madison Dennison, to adjourn the meeting at 10:27 a.m. The motion carried on the following vote: 11:0:0: Ayes: Brown, Connell, Dennison, Edick, Jung, Laird, Lovell, Lucey, Price, Ware, and Williams. Nays: None, Abstentions: None.

The next regular meeting of the Desert Mountain Charter SELPA Steering Committee will be held on Thursday, May 16, 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.*