

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
February 23, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

DESERT MOUNTAIN SELPA (DMSELPA) STEERING AND FINANCE MEMBERS PRESENT:

Academy for Academic Excellence – Marcelo Congo, Adelanto SD – Kim Guthrie, Apple Valley USD – Priscilla Avila, David Wheeler, Baker Valley USD – Michael Esposito, Bear Valley USD – Leigh Anne Drake, Lucinda Newton, Desert Mountain Operations (SBCSS) – Cristian Castellanos, Rich Frederick, Stephanie Hedberg, Selina Hurley via Web Ex, Anthony Warnecke via Web Ex, Excelsior Charter Schools – Deanna Crocker, Amber Englehart, Health Sciences High School and Middle College – Bryan Dale via Web Ex, Hesperia USD – Shannon Garibay, Eric Land, Elaine Nelson, Lucerne Valley USD – Vici Miller Wiesner, Oro Grande SD – Scott Heitman, Snowline JUSD – Pam De Renard, and Victor Elementary SD – Tanya Benitez.

CAHELP, DMSELPA, & DMCC STAFF PRESENT:

Jamie Adkins, Codi Andersen, Pam Bender, Guille Burgos, Ivan Campos, Heidi Chavez, Danielle Cote, Peggy Dunn, Marina Gallegos, Colette Garland, Linda Llamas, Maurica Manibusan, Miya Narvaiz-Ward, Lisa Nash, Kathleen Peters, Annette Rego, Linda Rodriguez, Jennifer Rountree, Veronica Rousseau, Deborah Sarkesian, Jennifer Sutton, Bobbie Taylor, and Misty 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 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 a motion was made by Lucinda Newton, seconded by David Wheeler, to approve the February 23, 2024 Desert Mountain SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 13:0:0: Ayes: Benitez, Congo, Dale, De Renard, Englehart, Esposito, Guthrie, Hedberg, Heitman, Land, Miller, Newton, and Wheeler. Nays: None, Abstentions: None.

5.0 CONSENT ITEMS

It is recommended that the 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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5.1 **BE IT RESOLVED** that a motion was made by Stephanie Hedberg, seconded by Lucinda Newton, to approve the following Consent Item as presented. The motion carried on the following vote: 13:0:0: Ayes: Benitez, Congo, Dale, De Renard, Englehart, Esposito, Guthrie, Hedberg, Heitman, Land, Miller, Newton, and Wheeler. Nays: None, Abstentions: None.

5.1.1 January 26, 2024 Desert Mountain SELPA Steering and Finance Committee Meeting Minutes.

6.0 CHIEF EXECUTIVE OFFICER AND STAFF REPORTS

6.1 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 9th 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.

Pam reported that 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 and possibly reduce the costs involved. Pam called on Stephanie Hedberg to talk about bridging credentials. Stephanie said DMOPS is using Orange County materials to create a program that would consist of a 3-hour training. The program is being created and will likely be ready in March 2024. Stephanie believes the program will be easily duplicated so member districts will be able to implement it as well. She said that SBCSS has agreed to pay the \$100.00 fee to California Commission on Teacher Credentialing (CTC) for SBCSS teachers.

Pam continued that once the program is in place it should be easy for districts to implement for their teachers. She reported that several districts and counties throughout the state are starting to put together their programs, they are finding if the districts or county offices of education provide the services, the only expense to the teachers is the CTC authorizing fee.

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6.2 2024-25 Desert Mountain SELPA Local Plan Update

Pam Bender provided an update on the 2024-25 Desert Mountain 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. She said there are three requirements for who must participate in the Local Plan review: a general education administrator, a special education administrator, and a parent. 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 met February 22, 2024 and 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 committee with the changes noted.

6.3 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 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. Once a student graduates with an alternative pathway diploma, they can return to a district until the age of 22. This is exciting as it allows the student to take advantage of the transition programs. Pam concluded that after the February 26, 2024 meeting, additional meeting dates will be considered and shared.

6.4 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

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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 representative 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.

6.5 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/recommendations but since OAH and CDE have not changed their opinions, CAHELP JPA is not changing their guidance. Pam concluded that if OAH interpretation or case law changes, the guidance will be revisited.

6.6 Affiliate Agreements

Pam Bender provided updated information pertaining to Affiliate Agreements. She said Senate Bill 531 is about fingerprinting requirements and workability students' supervision. Mountain Desert Career Pathways (MDCP) is working on plans for high desert districts to have the same plan of action. Pam said when district workability funds have been exhausted, DMSELPA Workability is able to provide funding for the students to continue to be paid without changing locations. Most students are working on district sites because all staff are fingerprinted with monitoring. Pam said the law states at least one person at the location where a student is working must be fingerprinted. This brings up the question of who the owner of the fingerprinting information is because outside agencies and outside employers may not keep tight monitoring of those things. Pam said the current affiliate agreement does not state that the students will be kept in the district or with the same employment so she has asked SBCSS if that can be amended or modified to include that language. She said without an affiliate agreement, DMSELPA is not able to complete the paperwork for the payments to continue.

Deborah Sarkesian said some districts are working with community partners outside of 504 Plans and IEPs to give the students paid work experience. In advocating for our students, it is important to place the students in a safe place with supervisor fingerprinting being monitored. Deborah said as more information is received pertaining to the special education component of the CTE program, it will be reported to the committee.

6.7 2024-25 Desert Mountain SELPA Steering and Finance Committee Meeting Dates

Pam Bender presented the tentative 2024-25 Desert Mountain SELPA Steering and Finance

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Committee Meeting Dates for review. There were no comments or suggested changes from the committee members in attendance.

6.8 Desert Mountain Operations Update

Stephanie Hedberg reported there are no updates from Desert Mountain Operations.

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

Linda Llamas presented the Desert Mountain Children’s Center Client Services monthly reports and update. Linda confirmed that students who are receiving services but that do not have an IEP are not funded by the district but through Medi-Cal. She said in Bear Valley USD, there is a contract for DMCC to see some students on a sliding scale fee.

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.

6.10 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) met on February 22, 2024, and will meet again on April 18, 2024. Both meetings are 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.

6.11 Resolution Support Services Summary and Update

Kathleen Peters presented DMSELPA’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

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anyone who is interested in joining the discussions as she is 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. 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 – Anthony Warnecke joined the meeting at 10:15 a.m.

6.12 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. She said that she is requesting that more than one signature form to be outstanding at her monthly SEIS meeting. 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.

6.13 Nonpublic School/Nonpublic Agency Update

Peggy Dunn provided a nonpublic school/nonpublic agency update. Peggy said will be scheduling a meeting with NPAs to reinforce what is expected while they are providing services on member LEA campuses. Peggy shared the quarterly meetings with the nonpublic schools are continuing virtually.

Peggy reported there are currently 10 students placed in residential treatment centers with three pending.

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Vici Miller shared her LEA has one student at The Learning Academy. This is the first placement where the child wants to go to school every day with both the parent and student being happy.

Peggy said that The Learning Academy should be accepting referrals for all needs and ages through 22 years of age.

Pam Bender added that when referring a student to an NPS, it is important to review the IEP to ensure any services being requested by the NPS match the student's needs. She said Desert View and Dynamic Hope are both working hard to improve their programs. Dynamic Hope has an administrator that has a special education background which is a benefit.

6.14 Career Technical Education Update

Deborah Sarkesian provided the Career Technical Education (CTE) update. All goals have been met or exceeded. Deborah reported *Transition Planning for All Students* training course is scheduled for Thursday, February 29, 2024, 9:00 a.m.-12:00 p.m. virtually.

6.15 Prevention and Intervention Update

Deborah Sarkesian provided the Prevention and Intervention update. She shared that the Directors' Training on February 23 will begin at 12:00 p.m., *Embedding SEL and Cultural Responsiveness*. Deborah explained that prevention and intervention is more than PBIS as it also works in multi-tiered system of supports, behavioral supports, trauma informed practices, social emotional learning, cultural responsiveness. She said if any of those supports are wanted on the school sites to please contact her.

6.16 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.

7.0 FINANCE COMMITTEE REPORTS

7.1 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. Marina reported that Patty Brolsma emails the monthly Purchased Services reports that are to be reviewed by the districts for accuracy. These services are very impactful to district budgets. Marina said the Schedule E reports come from Kristine Elliott.

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7.2 Fall I 2023 Pupil Count

Marina Gallegos provided the Fall I 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 2nd interim budget projections so they can be in line to pass one of the MOE tests.

7.3 2023-24 Mental Health Fund Transfer

Marina Gallegos provided information on the 2023-24 Mental Health Fund Transfer. LEA business contacts will see the first mental health fund transfer on their fiscal reports. There have been no updates or grant award letters from the federal level yet. Marina offered to meet with anyone who is interested in reviewing any fiscal information or anyone who would like a better understanding of the budgets.

8.0 INFORMATION ITEMS

8.1 Monthly Audiological Service Reports

8.2 Monthly Occupational & Physical Therapy Services Reports

8.3 Monthly Nonpublic School Placement Report

8.4 Upcoming Professional Learning Opportunities

9.0 STEERING COMMITTEE MEMBERS COMMENTS / REPORTS

None.

10.0 CEO COMMENTS

Pam Bender asked if anyone investigated artificial (AI) intelligence after last month's presentation. She shared that she used it to plan her summer trip to Ireland and receive helpful responses. Pam stressed that it is important to not provide personal information when using AI but it can be used for report card comments, classroom games, and other teacher planning assistance. She said to also double check the data in the AI response.

Pam said there are many trainings and conferences available to educators. She asked for the committee members to think of ways to get that information to teachers with emails being busy. Pam said she will have the committee members report out at a later meeting. She suggested possibly a secretary could be a point of contact so that it is not in the directors' email. DMSSELPA understands that the lack of substitute teachers continues to be a concern.

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Heidi Chavez asked to be emailed the names and emails of the staff that would be the point of contact for training and conference flyers. The committee members will continue to receive Steering emails but it would relieve some traffic.

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.

Note – Tanya Benitez left the meeting at 11:12 a.m.

11.0 MATTERS BROUGHT BY THE PUBLIC

None.

12.0 DIRECTORS' TRAINING

CAHELP JPA Prevention and Intervention team provided Directors' Training: *Embedding SEL within Culturally Relevant and Sustaining Practices.*

13.0 ADJOURNMENT

Having no further business to discuss, a motion was made by Vici Miller, seconded by Kim Guthrie, to adjourn the meeting at 2:00 p.m. The motion carried on the following vote: 12:0:0: Ayes: Congo, Dale, De Renard, Englehart, Esposito, Guthrie, Hedberg, Heitman, Land, Miller, Newton, and Wheeler. Nays: None, Abstentions: None.

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