

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 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, Apple Valley USD – David Wheeler, Bear Valley USD – Lucinda Newton, Desert/Mountain Operations (SBCSS) – Stephanie Hedberg, Excelsior Charter Schools – Amber Englehart, Marie Silva, Health Sciences High School and Middle College – Bryan Dale via Web Ex, Helendale SD – Michael Esposito, Hesperia USD – Shannon Garibay, Eric Land, Lucerne Valley SD – Vici Miller, Oro Grande SD – Scott Heitman, Silver Valley USD – Cheri Rigdon, Snowline JUSD – Pam De Renard, Trona JUSD – Nicole Yeager via Web Ex, and Victor Elementary SD – Tanya Benitez.

### **GUESTS:**

Christina Leal – Options for Youth.

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

Jamie Adkins, Sam Barker, Pam Bender, Guille Burgos, Ivan Campos, Heidi Chavez, Danielle Cote, Peggy Dunn, Renee Garcia, Linda Llamas, Maurica Manibusan, Robin McMullen, Isaac Medina, Sheila Parisian, Veronica Rousseau, Deborah Sarkesian, Adrienne Shepherd-Myles, and Jessica Soto.

## **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 9:02 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 Marie Silva, seconded by Cheri Rigdon, to approve the May 19, 2023 Desert Mountain SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote 14:0:0 Ayes: Benitez, Congo, Dale, De Renard, Esposito, Hedberg, Heitman, Land, Miller, Newton, Rigdon, Silva, Wheeler, and Yeager, 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.

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## **MINUTES**

---

5.1 **BE IT RESOLVED** that a motion was made by Michael Esposito, seconded by David Wheeler, to approve the following Consent Item as presented. The motion carried on the following vote 14:0:0 Ayes: Benitez, Congo, Dale, De Renard, Esposito, Hedberg, Heitman, Land, Miller, Newton, Rigdon, Silva, Wheeler, and Yeager, Nays: None, Abstentions: None.

5.1.1 Approve the April 21, 2023 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.

- AB 1340 (Garcia) School Accountability: pupils with exceptional needs - post statewide data based on disability on CDE website is moving forward,
- SB 323 (Portantino) Pupils with exceptional needs: IEPs: emergency safety procedures-include in the IEP accommodations needed to support comprehensive school safety plan is moving forward,
- SB 445 (Portantino) IEP Translations: requires translation of the IEP, assessments and progress reports used to determine IEP into the native language of the parent, or communication type; within 30 days of the meeting; top eight languages; amendments have been submitted so it could change,
- AB 611 (Weber) Nonpublic School (NPS) Certification: requires the LEA to notify parents within 14 days of a change in certification status. Pam said DMSELPA notifies LEAs of these changes but not parents,
- AB 723 (Quirk-Silva) Foster Youth: NPS: School of Origin - makes an NPS the school of origin for foster students,
- AB 381 (Blanca Rubio) Teacher Credentialing: OT/PT: allows OT/PT as a services credential in health. California School Employees Association (CSEA) is opposed to the bill,
- AB 438 (Rubio) Pupils with exceptional needs: IEPs: postsecondary goals and transition services - change age to 14,
- SB 483 (Cortese) Pupil Rights: Prone Restraint: eliminates all prone restraint within the school system,

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## **MINUTES**

---

- AB 1466 (Weber) Pupil Discipline: Restraint and Seclusion: requires restraint and seclusion data to be posted on the LEA website and submitted to CDE,
- SB 691 (Portantino) Dyslexia Risk Screening: by June 2024, School Board of Education (SBE) provides list of screening instruments so that in 2024-25, all K-2nd graders are screened for dyslexia within first 90 days of school, new students screened within 30 days of enrollment. Within 45 days of screening, administration must notify parents of results and provide resources. LEAs are to provide evidence-based literacy instruction, progress monitoring, and interventions within general education programs. There are two agencies opposing the bill but 49 others that are supporting it,
- SB 88 (Skinner) Pupil Transportation: Driver Qualifications: drivers who operate a vehicle with a maximum of 10 students must undergo a criminal background check, fingerprinting, and mandated reporter. They must also test for tuberculosis, drugs, and alcohol testing, as well as training and classes,
- AB 447 (Arambula) Public postsecondary education: Students with Disabilities: inclusive college pilot programs: requires Cal State and University of California systems to create college pilot inclusive program for students with intellectual disabilities (ID) and developmental disabilities (DD),
- AB 248 (Mathis) Individuals with intellectual or developmental disabilities: removes obsolete terminology including “mentally retarded persons” “mentally retarded children” “retardation” in all areas, not just education.

### 6.2 CAHELP Governance Council Decision on ERMHS Funding

Pam Bender shared the ERMHS funding decision made by CAHELP Governance Council. She said the Governance Council met on May 12, 2023 and voted on the pass through of ERMHS funding to DMSELPA so services can continue as they are currently provided. Pam said for 2023-24 the language will be in the Local Plan in the Annual Budget Plan. She continued that for 2024-25 it will be in Section B of the Local Plan.

Pam explained that concerns or questions about referrals or processes should be expressed to Linda Llamas or Guille Burgos. She said if issues are not brought forward, improvements cannot be made.

### 6.3 2023-24 DMSELPA Steering and Finance Committee Schedule of Meetings

Pam Bender presented the 2023-24 DMSELPA Steering and Finance Committee Schedule of Meetings for feedback.

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## **MINUTES**

---

### 6.4 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. She asked to be notified of contact changes and student changes so the reports can be updated. Linda then presented a research article on Mental Health Awareness and said it can be shared with staff or parents.

### 6.5 Professional Learning Summary and Update

Heidi Chavez presented the DMSELPA's Professional Learning Summary and update. She shared she and the program specialists are continuing to meet with directors of special education for next year's planning. Heidi asked committee members who have not completed the 2023-24 Directors' Training Survey to take a few moments to do so. It will be emailed to the committee members again for convenient access.

### 6.6 Resolution Support Services Summary and Update

Sheila Parisian presented DMSELPA's Resolution Support Services Summary and update. She said the resolution support services team is happy to review draft IEPs when requested by LEAs to help prevent gaps and when a student is already involved in due process. Sheila suggested using a Prior Written Notice (PWN) to report the LEA is short staffed and detailing what the plan is to make up services missed. Sheila stated draft PWN language will be emailed to the committee members in the next week.

### 6.7 Compliance Update

Peggy Dunn presented an update on compliance items from the California Department of Education (CDE). She reported the last phase of Small School Cyclical Monitoring is Student Records Review which is due June 9, 2023. Peggy continued that IEP Data Collection and Implementation is due June 30, 2023. She requested that the data be entered in the system by June 28, 2023 so Pam Bender can review and certify the information by June 30, 2023. She said LEAs in Compliance Improvement Monitoring (CIM) continue towards completing the process. The final CIM report is due November 30, 2023 with benchmark dates before then. Peggy said the current portion of CIM is Policy and Procedures and she will email those to the appropriate LEAs since they are the same throughout CAHELP. Peggy stressed the importance of continuing to get the overdue IEPs completed and up to date. CAHELP staff are available to assist with the compliance processes.

Peggy reported it is the End of Year (EOY) 4 June Pupil Count. The first certification July 28, 2023 which will open the amendment window for any changes with the final certification being August 25, 2023. Peggy reminded the committee of the importance of completing pupil count so the data can be moved to SEIS. She asked the committee members to refer to Desired Results Developmental Profile (DRDP) Memo dated March 27, 2023 from Colette Garland stating the

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## **MINUTES**

---

assessments should be completed and entered in the DRDP website no later than June 9, 2023. Personnel Data Reports have been mailed, refer to the memo dated April 10, 2023 and are due to Colette by May 19, 2023. Peggy continued that the Year End Users Meeting was held on May 5, 2023 with good conversation on the administrative side of how SEIS will look. There was an administrative training on April 26, 2023 by SEIS administrative staff that was recorded. Peggy again encouraged the LEAs to complete all IEPs that are due July 1-August 30, 2023 before June 30, 2023 so the data is transferred to SEIS. Otherwise, the IEP will have to be completed on fillable SEIS forms. Peggy concluded the dates and times for SEIS trainings are listed on the CAHELP website.

### **6.8 Nonpublic School/Nonpublic Agency Update**

Peggy Dunn provided a nonpublic school/nonpublic agency update. Derek Hale continues with his quarterly visits to nonpublic schools assessing the students' progress to see if they are ready to return to a traditional setting.

Peggy shared that she continues to work on the Master Contracts for the nonpublic agencies. She shared the shortage of nurses seems to have subsided. She asked to be contacted with any questions or concerns regarding nonpublic schools or nonpublic agencies.

## **7.0 FINANCE COMMITTEE REPORTS**

### **7.1 Learning Recovery Support, Dispute Prevention and Resolution Funds Update**

Sam Barker provided the Learning Recovery Support, Dispute Prevention and Resolution Funding Updates. Sam reminded the committee members that funds must be encumbered no later than June 30, 2023 and expended by September 30, 2023. The reporting deadline for CAHELP to submit claim documentation is October 1, 2023. Sam asked for LEAs to contact Heidi Chavez or Kathleen Peters with questions.

## **8.0 INFORMATION ITEMS**

- 8.1 Monthly Audiological Services Reports
- 8.2 Monthly Occupational & Physical Therapy Services Reports
- 8.3 Monthly Nonpublic School Placement Report
- 8.4 Upcoming Professional Learning Opportunities

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## **MINUTES**

---

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

Vici Miller thanked Derek Hale and his team for helping with very difficult situation this year. Derek provided a massive amount of support.

Mike Esposito thanked Ivan Campos, Colette Garland, and Sheila Parisian for their support and SEIS trainings. He also thanked Heidi Chavez providing a training as well.

Marie Silva thanked DMSELPA for their help at Excelsior over the years. She is leaving happy and ready for her next journey. Marie also thanked Kathleen for all the support and said DMSELPA is the best SELPA ever.

Tanya Benitez asked for Expanded Learning Opportunities (ELO) Program to be added to the next agenda. She would like creative ideas since it has to be offered to 100% of students but county programs are not receiving funding. Pam Bender agreed to add it to the agenda and research how other SELPAs are handling it.

Cheri Rigdon thanked DMSELPA for the support over this year with due process.

Pam Bender gave kudos to the CAHELP program specialists and behavioral health staff and LEA staff for continuing to work nonstop while being short staffed. She said DMSELPA is working hard to visit school campuses and support the LEAs in all areas.

Pam De Renard thanked Veronica Rousseau for being a wonderful support.

### **10.0 CEO COMMENTS**

Pam Bender said to keep IEP Implementation data accessible at all times of year and not lost with change of teachers or staff. The IEP Implementation is to be signed off by the superintendent or CEO then submitted to Pam for approval. Pam shared that when she receives the information, she sees only the number of students in each percentage range and no other data. Because of that, Pam will also be sending an assurance for the superintendent or designee to sign and return to her confirming they have reviewed the information.

There was discussion about IEP Implementation as there are mixed messages coming from CDE about what services are to be made up and it does affect the numbers being reported. Pam stated that based on Individuals with Disabilities Education Act (IDEA), services are not to be made up if the student is not available, like sick days or field trips. She continued that services not provided because the service provider is unavailable are to be made up along with services missed during a student's suspension. Pam will reject the IEP Implementation approval requests so they will be returned to LEAs that request it so changes can be made according to State SELPA recommendation. Pam reiterated that field trips are inclusive activities so services do not need to be made up.

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

## **MINUTES**

---

Pam reported there is a section in the Governor’s Budget looking to return the base funding of special education back to districts, possibly based on declining enrollment. Pam said the funding currently goes towards small school protections, compliance support, professional development and other services provided by program specialists because of the allocation plan, DMSELPA would only have Regional Services Program Specialist (RSPS) funding. She continued this change is being looked at for the 2023-24 school year, effective July 1, 2023. State SELPA Administrators and their lobbyists are working against the change and have asked for letters to be written to legislators about the impact it will have on small LEAs, students, and SELPAs. Pam said she does have a letter script she is willing to share with those that ask. She continued the proposal is for one year but once it is in legislation, it is hard to reverse it. Pam said she will study the bill and the budget with plans to provide a summary to the LEAs. The DMSELPA provides services and supports that other SELPAs in the state does not provide. Pam added that other SELPAs in the state based their ERMHS funding on the DMSELPA model. The governing board of one of those SELPAs did not approve ERMHS funding going to their SELPA so they have made a large change in mental health services with the students receiving less as a result. Pam will share the budget summary and scripts, with no pressure for anyone to write letters.

Pam shared on June 6-7, 2023, CAHELP leadership team will be having a retreat in San Bernardino. A large part of the retreat will be working on a CAHELP strategic plan based on an agency-wide staff survey. Pam will also be sending a survey to committee members and governance council member for input on services and expectations that can be incorporated into the CAHELP strategic plan. Once the strategic plan is created, supervisors will work with their teams on specific points of the plan. Pam said she will share the strategic plan with the Steering and Finance Committees when it is completed.

Pam said 2021-22, there were 40 due process cases and as of April 30, 2023, there are 27 cases. She is hoping the alternative dispute resolution trainings and facilitated IEP trainings have helped LEAs to mitigate before parents file. Pam acknowledged that though case numbers are decreasing, the expenses are increasing because attorneys and compensatory education are costly.

Pam encouraged the committee members as they handle compliance requirements, end of the year testing, celebrations, and activities, finishing with “Take a Moment to Appreciate All You Mean to the World” by Irina Vasilescu.

Pam congratulated Marie Silva on her retirement and wished her the best in her travels.

### **11.0 MATTERS BROUGHT BY THE PUBLIC**

None.

### **12.0 ADJOURNMENT**

Having no further business to discuss, a motion was made by Michael Esposito, seconded by Pam De Renard, to adjourn the meeting at 10:12am. The motion carried on the following vote 14:0:0 Ayes: Benitez, Congo, Dale, De Renard, Esposito, Hedberg, Heitman, Land, Miller, Newton, Rigdon, Silva,

California Association of Health and Education Linked Professions,  
Joint Powers Authority (CAHELP, JPA)  
**DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING**  
*May 19, 2023 – 9:00 a.m.*  
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

**MINUTES**

---

Wheeler, and Yeager, Nays: None, Abstentions: None.

The next regular meeting of the Desert Mountain SELPA Steering and Finance Committee will be held on Friday, June 16, 2023, 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.*