

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 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, Apple Valley USD – Priscilla Avila, David Wheeler, Barstow USD – Heather Reid, Bear Valley USD – Lucinda Newton, Desert Mountain Operations (SBCSS) – Cristian Castellanos, Rich Frederick, Stephanie Hedberg, Selina Hurley, 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, Needles USD – Jamie Wiesner via Web Ex, Oro Grande SD – Scott Heitman, Silver Valley USD – Cheri Rigdon, Snowline JUSD – Pam De Renard, Trona JUSD – Nicole Yeager via Web Ex, Victor Elementary SD – Tanya Benitez, and VVUHSD – Larry Brunson, Krystal Kerns.

CAHELP, DMSELPA, & DMCC STAFF PRESENT:

Jamie Adkins, Jacob Aguilera, Codi Andersen, Pam Bender, Guille Burgos, Heidi Chavez, Marina Gallegos, Colette Garland, Amanda Gingerich, Linda Llamas, Maurica Manibusan, Lisa Nash, Vianca Padilla, Sheila Parisian, Kathleen Peters, Karina Quezada, Annette Rego, Yolanda Roman, Jennifer Rountree, Veronica Rousseau, Deborah Sarkesian, Jessica Soto, Jennifer Sutton, 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 9:05 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 Tanya Benitez, seconded by Rich Frederick, to approve the January 26, 2024 Desert Mountain SELPA Steering and Finance Committee Meeting Agenda as presented. The motion carried on the following vote: 13:0:0 Ayes: Benitez, Brunson, Congo, Dale, De Renard, Englehart, Frederick, Heitman, Land, Miller, Reid, Wheeler, and Yeager. Nays: None, Abstentions: None.

5.0 PRESENTATIONS

5.1 MagicSchool Artificial Intelligence (AI) Platform and ChatGPT

Dr. Sonal Patel from 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

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DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
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MINUTES

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, MagicSchool AI, Google Bud, Craiyon, and others.

Dr. Patel concluded by sharing the following training information: *Leveraging Generative AI in the Classroom* scheduled at the DMESC on February 14, 2024. *Empowering Diverse Learners AI for Inclusive Learning* is scheduled for March 28, 2024 at West End Educational Service Center.

*Note: Lucinda Newton joined the meeting at 9:24 a.m.
Cheri Rigdon joined the meeting at 9:48 a.m.
Jamie Wiesner joined the meeting at 9:50 a.m.

6.0 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.

6.1 **BE IT RESOLVED** that a motion was made by Lucinda Newton, seconded by Rich Frederick, to approve the following Consent Item as presented. The motion carried on the following vote: 16:0:0 Ayes: Benitez, Brunson, Congo, Dale, De Renard, Englehart, Frederick, Heitman, Land, Miller, Newton, Reid, Rigdon, Wheeler, Wiesner, and Yeager. Nays: None, Abstentions: None

6.1.1 November 17, 2023 Desert Mountain SELPA Steering and Finance Committee Meeting Minutes.

6.1.2 December 15, 2023 Desert Mountain SELPA Steering and Finance Committee Meeting Minutes.

6.1.3 Amended October 20, 2023 Desert Mountain 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

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

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 SELPA Local Plan

Pam Bender provided information regarding the 2024-25 Desert Mountain 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 will email the committee meeting dates and ask responses from those interested in participating. It is likely that the meetings will be held virtually to assist with participation and attendance.

7.3 Alternative Diploma Pathway

Pam Bender provided information on the Alternative Diploma Pathway. She shared the California School Boards Association (CSBA) Policy Management Console released a policy on the Alternative Diploma Pathway. Pam reported she has spoken with Rich Frederick since the high school students served by Desert Mountain Operations (DMOPS) are from local LEAs with different approaches to the Alternative Diploma Pathway process. Because of this, Pam said there will be a committee including member high school districts to help create a process. Pam continued that resources from State SELPA Administrators as well as materials gathered from other districts and counties will be used as reference.

Rich Frederick added that the tentative committee meeting date is February 26, 2024. He stated that June 2026 is when the first alternative diplomas will be issued.

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

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

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. 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 confirmed that she is working with SBCSS Technical Services to have Web IEP history provided to LEAs.

Colette Garland thanked the committee members for their patience during the transition. She asked to be emailed or called with any issues or questions. Colette reminded the committee that SEIS training is available virtually as well as on-site and that the team is available by phone and email if issues arise.

Pam added that program specialists are a valuable resource as well. There will be training dates available for IEP requirements because many of the IEPs entered by CAHELP JPA staff were not compliant or complete. Training topics of modification versus accommodation, closing annual goals, universal testing accommodations, and supplementary aids were suggested. Pam continued that Web IEP had customizable forms that SEIS does not so more attention is required from the notetaker. The current SEIS forms will be used for a year before modifications are considered to allow all staff time to adjust to using the new system. Pam said the change to SEIS is a good time to put processes in place by the LEAs. Pam confirmed that two supplementary aids are not required if not needed by the student and that when consultation is added to an IEP, it does become a requirement that must be tracked.

Amber Englehart shared that her LEA has many new special education teachers so they have created an IEP auditing procedure for teachers to audit their own IEPs based on CDE compliance issues. She offered the audit as a resource for other LEAs to use.

Sheila Parisian shared that the SEIS training videos are available on the CAHELP website and they do address the difference in accommodations and modifications in definition and documentation on the IEP documents. She said there is a review of documenting progress on goals, closing goals, and beginning new goals. Sheila confirmed IEP goals must be implemented until parental consent is received to implement the newly constructed IEP.

Eric Land thanked Sheila Parisian for her assistance and support with SEIS and IEPs. Eric also thanked Colette Garland and Kathleen Peters for their expedient responses. Priscilla Avila seconded Eric's sentiments.

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

Colette added that DMSELPA districts have been certified in CALPADS and there is one charter LEA pending.

*Note: Selina Hurley joined the meeting at 10:11 a.m.

7.5 Desert Mountain Operations Update

Rich Frederick provided a Desert Mountain Operations (DMOPS) Update. He continues to receive questions regarding the Statewide Student Identifier (SSID) needed for students transferring from Part C to Part B. Rich said DMOPS provides evaluations and assessments for districts that do not have their own preschool programs. He stated when parents submit referral or registration paperwork to the districts, it is the district responsibility to register the student and request the SSID. DMOPS cannot request the SSID because they are not the district of record and DMOPS cannot open the IEP record before the district requests the SSID. Rich continued that once the SSID is requested, the district can forward the request for assessment to DMOPS with “SSID Requested” written on the referral. He said the IEP remains with the district until DMOPS accepts the referral. Rich stated not having an SSID causes DMOPS to receive CALPADS errors when it is an error of the referring district.

There was discussion about registering a student in order to request the SSID but not providing services. The conclusion was that an incoming IEP is to be adopted as a non-ADA enrollment to prevent CALPADS errors. Pam Bender said it would be helpful for district technical services and CALPADS staff along with Colette Garland and Cristian Castellanos to brainstorm and share enrollment processes.

Rich reported that DMOPS is working to assist their teachers with bridging to the new credentials. SBCSS will be providing proficiency training to assist the process with him and Stephanie Hedberg starting to train at the end of February using materials provided by State SELPA. Rich is happy to share the information with districts. He said SBCSS is using teacher effectiveness funds or Elementary and Secondary School Emergency Relief (ESSER) funds to pay the cost.

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

Linda Llamas presented the Desert Mountain Children’s Center (DMCC) Services monthly reports and update. The mental health trends articles are now available on the DMCC website for anyone to access and share.

7.7 Professional Learning Summary and Update

Heidi Chavez presented the Desert Mountain SELPA’s Professional Learning Summary and update. She pointed out that behavioral support trainings continue to be in demand. 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

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

breaking the cycle of addiction and building resiliency. Also, facilitators are observant to children meeting their milestones. If they realize the milestones are not being met, appropriate referrals are made. 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. Heid 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 SELPA membership and includes one LEA representative and one parent representative.

*Note Priscilla Avila left at 11:05 a.m.
Vici Miller left at 11:14 a.m.

7.8 Resolution Support Services Summary and Update

Kathleen Peters presented DMSELPA'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 DMSELPA team to defend the LEA, there must 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.

Kathleen summarized a recent court decision in a case brought against Rincon Valley USD, the attorney filed for services that the parent did not want. The judge told the attorney it was a frivolous case and a waste of taxpayer money and time, citing a pattern from this specific attorney's office. There is a current hearing 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.

7.9 Compliance Update

Sheila Parisian presented an update on compliance items from the California Department of

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

Education (CDE). Sheila said that though SEIS allows LEAs to run their own reports, Colette Garland will be again providing the overdue IEP report effective February. She also 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. Sheila 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.

7.10 Nonpublic School/Nonpublic Agency Update

Karina Quezada provided a nonpublic school/nonpublic agency update. She stated that The Learning Academy opened in November 2023 and currently five DMSELPS students are attending with six more pending referral acceptance. There is currently one teacher so there is a need to be cautious about how many students are referred. The NPS does have an interim teacher in the hiring process and they are searching for additional teachers.

Regarding residential treatment centers, Karina reported there are currently 11 residentially placed children with three referrals in process. There are two children that were recently placed who are struggling to adjust to the new setting so they will continue to be monitored.

Pam Bender requested to be contacted if there is concern about a nonpublic agency provider. She said DMSELPA is contacting the agency for a new provider to benefit the student. Pam continued that Tiny Eye is not currently contracted with DMSELPA because they were not able to obtain the required insurance.

Karina said DMSELPA is actively supporting and providing training to Dynamic Hope, formerly Bright Futures to support them in behavior supports, engaging with families, as well as writing IEPs and IEP goals. Desert View is also being supported with writing IEP goals and IEP notes.

7.11 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.

Note: Elaine Nelson left the meeting at 11:37 a.m.

7.12 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

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

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.

7.13 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. The meetings allows for collaboration and access to CEUs.

7.14 Outreach Team Update

Jessica Soto presented the [Outreach Team video](#) highlighting the Baker Valley Family Community Resource Day Event. She shared in September 2023, she and Yolanda Roman 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.

*Note: Scott Heitman left the meeting at 11:44 a.m.
David Wheeler left the meeting at 11:44 a.m.

8.0 FINANCE COMMITTEE REPORTS

Marina Gallegos reported her department has been unable to provide Purchased Services reports due to the transition to SEIS. She knows this is the biggest adjustment to agency revenue and that districts are working on their 2nd interim budget projections. Marina is now anticipating distributing the reports by February 1, 2024, except for the Served By and For portion. There is disparity between current year and prior year and between the district of accountability and district of services so a resolution is being worked on. Marina said prior year numbers might have to be used for the initial calculation so the revised revenue distribution can be provided to the finance committee. Patty Brolsma emailed the data on December 19, 2023 but Pam will review additional information to also be emailed.

9.0 INFORMATION ITEMS

- 9.1 Monthly Audiological Services Reports
- 9.2 Monthly Occupational & Physical Therapy Services Reports
- 9.3 Monthly Nonpublic School Placement Report

California Association of Health and Education Linked Professions,
Joint Powers Authority (CAHELP, JPA)
DESERT MOUNTAIN SELPA STEERING and FINANCE COMMITTEE MEETING
January 26, 2024 – 9:00 a.m.
Desert Mountain Educational Service Center, 17800 Highway 18, Apple Valley CA 92307

MINUTES

9.4 Upcoming Professional Learning Opportunities

10.0 STEERING COMMITTEE MEMBERS COMMENTS/REPORTS

11.0 CEO COMMENTS

Pam Bender shared a quote from an unknown author, “A new year is a fresh start with infinite possibilities”. She shared CAHELP JPA have been involved in differentiated assistance supporting local LEAs.

Pam reported that IEP roles and responsibilities in CAHELP JPA policy and procedures has reviewed with ambiguity found allowing LEA staff to come to their own conclusions. Pam said IEP team members have one responsibility in an IEP meeting. The California Education Code says a general education teacher or a special education teacher can be the LEA designee but there must be a clear definition of the teacher’s role. Pam continued that an assessment review must be done by someone with experience or training in that area who is able to make decisions. She stated the CAHELP JPA executive team and program team will review and update the policies to reflect California Education Code as well as DMSELPA best practice. Pam expects to present the revisions at the February 23, 2024 DMSELPA Steering and Finance Committee Meeting. Pam added that anyone invited to an IEP by the LEA must be listed on the invitation and conference notice.

*Note: Tanya Benitez left the meeting at 11:58 a.m.

12.0 MATTERS BROUGHT BY THE PUBLIC

None.

13.0 ADJOURNMENT

Having no further business to discuss, a motion was made by Amber Englehart, seconded by Pam De Renard, to adjourn the meeting at 12:00 p.m. The motion carried on the following vote: 12:0:0 Ayes: Brunson, Congo, Dale, De Renard, Englehart, Frederick, Land, Newton, Reid, Rigdon, Wiesner, and Yeager. Nays: None, Abstentions: None.

The next regular meeting of the Desert Mountain SELPA Steering and Finance Committee will be held on Friday, February 23, 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.