

California Association of Health and Education Linked Professions  
Joint Powers Authority (CAHELP JPA)  
**STEERING COMMITTEE MEETING**  
*March 16, 2018*

**MINUTES**

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**D/M SELPA MEMBERS PRESENT:**

Academy for Academic Excellence & Norton Science & Language Academy – Amanda Gormley, Lisa Lamb, Paul Rosell, Adelanto SD – Jennifer Johnson, Barstow USD – Joni James, Bear Valley USD – Lucinda Newton, Excelsior Charter Schools – Marie Silva, Health Sciences High & Middle College (HSHMC) – Julie Kroener, Hesperia USD – Elaine Nelson, Lucerne Valley USD – Vici Miller, Needles USD – Jamie Wiesner (via video conference), Oro Grande SD - DeShawna Hemstead, Derek Hale, Silver Valley USD – Cheri Rigdon, Victor Elementary USD – Heather Hayball, Brian Bettger, Julie Ortiz, Valley Union High School District – Margaret Akinnusi.

**D/M CHARTER SELPA MEMBERS PRESENT:**

Aveson Global & Aveson School of Leaders – Kate Bean, Paula Giraldo, Pathways to College – Kacey Finerty, Diane Godfrey, Taylion High Desert Academy – Brenda Congo.

**OTHERS PRESENT:**

None.

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

Guille Burgos, Danielle Cote, Peggy Dunn, Denise Edge, Corinne Foley, Marina Gallegos, Bonnie Garcia, Colette Garland, Cheryl Goldberg-Diaz, Stephanie Hedberg, Jenae Holtz, Kristee Laiva, Linda Llamas, Glenn Low, Maurica Manibusan, Angela Mgbeke, Kami Murphy, Lisa Nash, Sheila Parisian, Karina Quezada, Daria Raines, Linda Rodriguez, Jennifer Rountree, Veronica Rousseau, Natalie Sedano, Adrienne Miles, Jessica Soto, Theresa Vaughan, Athena Vernon, Stephanie Ward.

**1.0 CALL TO ORDER**

The regular meeting of the California Association of Health and Education Linked Professions Joint Powers Authority (CAHELP JPA) joint Steering Committee meeting was called to order by Chief Executive Officer Jenae Holtz at 9:04 a.m., at the Desert Mountain Educational Service Center, Apple Valley. The meeting Agenda for March 16, 2018, and the meeting Minutes for February 9, 2018, were adopted as presented.

Jenae acknowledged Jamie Wiesner, Needles USD, participating via video conference. Jenae also welcomed SELPA staff Linda Rodriguez, Program Specialist and Lisa Nash, Due Process Analyst to the meeting.

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**2.0 COMMITTEE MEMBERS COMMENTS/REPORTS**

Several directors thanked the D/M SELPA and the D/M Children's Center (DMCC) staff for providing onsite professional learning trainings. Also thanks to the D/M Operations staff for their support.

**3.0 PRESENTATIONS**

None.

**4.0 DIRECTORS OF EDUCATION REPORTS**

4.1 Short-term Benchmarks -Moderate/Severe

Jenae Holtz stated since Matt Fedders, Hesperia USD, was not able to attend today to present his questions regarding this item it would be tabled.

**5.0 DESERT/MOUNTAIN OPERATIONS AREA DIRECTOR'S REPORTS**

None.

**6.0 CHIEF EXECUTIVE OFFICER'S REPORTS**

6.1 Compliance

Jenae Holtz shared a PowerPoint the California Department of Education (CDE) had presented to the State SELPA Administrators Group earlier this month on changes in how State Indicators are being monitored. CDE is working to align the special education compliance with the California Dashboard. The Dashboard uses a color-coded system to display the performance levels of LEAs. Jenae stated CDE indicated the formula is complicated and at least of two years of data are needed to determine the performance level for a state indicator. There are three levels of support; Level 1: support for all LEAs and schools, Level 2: Differentiated Assistance (DA), and Level 3: Intensive Intervention. 164 LEAs of the 213 identified for DA were due to outcomes for students with disabilities. LEAs in the DA level will be provided services through county offices of education. The CDE will offer summer institutes for SELPA staff and special education directors in the DA level. The monitoring timelines for compliance data are changing, and the CDE is restructuring the special education division. Statewide approximately 900 LEAs are disproportionate. It is expected that SELPAs will have access to CALPADS in the future.

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6.2 Special Education Assessment Tool

Jenae Holtz reported on the National Center for Special Education in Charter Schools' presentation to State SELPA Administrators on Assessing and Improving Special Education: A Program Tool. LEAs might find this beneficial when assessing their strategies for improving special education programs. Jenae concluded this tool includes a special education program review inventory template and a quality improvement plan template for LEAs to use to as they evaluate their special education program policies and practices.

6.3 NPA Access to WebIEP

Jenae Holtz reported the SELPA will grant access to nonpublic agencies/schools (NPA/NPS) who currently have a Master Contract with the SELPA, and will continue to honor the original agreement with Presence Learning for access. The SELPA is exploring the best way to make it possible for all NPA/NPS to have access. Jenae concluded receiving a request in writing from directors may be one option.

6.4 Bright Futures Academy & McKinley Children's Center

Peggy Dunn, reported the SELPA reinstated daily walkthroughs at Bright Future Academy (BFA). Peggy will continue to meet regularly with BFA to discuss the results of the walkthroughs including the areas that need improvements, areas of concern, and to discuss the positive improvements. Peggy also reported the McKinley Children's Center nonpublic school is scheduled to open a site in Hesperia on June 4, 2018.

6.5 Student Data Information Systems Stakeholders Meeting

Jenae Holtz reported the SELPA would like to hold a meeting to discuss any concerns with the WebIEP system. She stated the SELPA would like to hear the pros and cons on the current system (WebIEP) versus other systems. Jenae concluded the SELPA will schedule the date and invite everyone.

**7.0 DIRECTOR'S REPORTS**

7.1 DMCC Clients Services Reports

Linda Llamas stated the DMCC Clients Services reports were distributed to directors individually prior to the meeting today. Linda concluded upon review of the reports, directors should contact her with any questions or to report any corrections needed.

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**8.0 PROGRAM MANAGERS' REPORTS**

8.1 Professional Learning Summaries

Corinne Foley presented the D/M SELPA & D/M Charter SELPA Professional Learning Summaries for the SELPA and Charter SELPA. Corinne stated the individual by-LEA reports were distributed to directors prior to the meeting. She concluded SELPA staff will continue to meet with directors to plan for their LEA's need for professional learning in the upcoming year.

8.2 Professional Learning Updates

8.2.1 Empowered to Connect Conference

Corinne Foley announced the upcoming Empowered to Connect conference featuring Dr. Karyn Purvis, and Dr. David Cross. This conference is for families, care providers, and professionals who work with children. The conference will be held April 13 & 14, 2018 at High Desert Church in Victorville. There is no cost to attend; however, registration is requested in order to better prepare for lunch and materials for everyone.

8.2.2 Early Education Trauma Informed Approach for Public Providers

Corinne Foley announced the May 4, 2018 Early Education Trauma Informed Approach for Public Providers – Overview. Corinne stated this overview is intended for early childhood providers (both public and private), in home providers, site administrators, foster care provider, and mental health clinicians. There will be a morning and afternoon session and there is no cost to attend. She concluded online registration is requested for this event.

8.2.3 Paraeducators Training

Corinne Foley presented the Paraeducator Academy and Module Descriptions packet. Corinne stated this training is a comprehensive series of modules for paraprofessional training provided in a trainer-of-trainers (TOT) model. LEAs can send staff to receive the TOT training. The SELPA can facilitate a training at a cost of \$4,000. The cost per participant is approximately \$150-\$200. Based on a consensus of interest from the directors, the SELPA will look to schedule this training in early August.

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Danielle Cote added if LEAs are interested there is also a supervision component; a TOT supervision is required for a portion the program.

8.2.4 Manifestation Determination Process Training

Corinne Foley announced the SELPA has scheduled a 3-hour Manifestation Determination Process training on October 29, 2018. Corinne concluded online registration is requested and there is no cost to attend.

8.3 DRDP Annual Services Reports

Colette Garland presented the SELPA-level DRDP results by year 2013 through 2016. Colette reported the SELPA is moving upward towards the State Targets. She stated the SELPA is doing well for Indicator 7.

8.4 Audiology

Corinne Foley provided a follow-up on the last discussion regarding what individual should be the case-carrier for students who only have audiology as a related service. Corine stated the Audiology Committee agreed the case carrier should be the LEA speech-language therapist (SLP) who is the most knowledgeable in the needs of the child.

A brief discussion followed. Corinne concluded the SELPA will provide directors the report that shows how many students in their LEA have audiology as their only service.

8.5 Due Process Summaries

Denise Edge presented the year-to-date Due Process summaries for the SELPA and Charter SELPA. The Charter SELPA has had a total of 9 cases filed year-to-date with no active cases as of today. The SELPA has had 21 cases filed year-to-date; 3 new cases were filed in February 2018. Denise shared highlights of the open cases. She concluded Charter SELPA legal expenses are at \$38,714, SELPA legal expenses are at \$191,535, and the settlement agreement expenses total \$134,520 year-to-date.

8.6 Legal Update – A Year In Review

Denise Edge highlighted legal cases from an Atkinson, Andelson Loya, Rudd & Romo (AALR) law corporation presentation at the 2018 Association of California School Administrators (ACSA) conference.

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8.7 Parentally Placed Private School Students Meeting Update

Denise Edge reported the Annual Parentally Placed Private School Administrators was held March 7, 2018. She stated child find and proportionate share was discussed. Those present agreed to provide speech and language consultation services for eligible students. The federal funding is approximately \$1,315 per student based on prior year pupil count. The group in attendance agreed to pool the funds to be used for staffing to provide these services.

8.8 SELPA Forms

Denise Edge presented the following revised SELPA forms:

D/M 63 – Authorization for Use and/or Disclosure of Information. This form was revised so it could be used for mutual sharing of information between agencies.

D/M 57 – Referral for Special Education. This form was revised to add additional fields for student demographics to align with CALPADS. If there is an SSID number in WebIEP, these fields gray-out so users will not have to duplicate the data.

Transportation – a WebIEP screenshot of transportation data was presented. Users can select “Other” as a Transportation Type, and notate if the services are being provided at another location than the resident school.

D/M 68L – Testing Matrix. This form was updated to comply with the CDE’s changes to the testing accommodations.

8.9 SELPA Policies

Denise Edge presented the revised Policies and Procedures D/M SELPA Chapter 25: Independent Educational Evaluation (IEE) and D/M Charter SELPA Chapter 14: Independent Educational Evaluation (IEE). Denise stated these chapters were revised to appendices which include templates LEAs can use for corresponding with parents throughout the IEE process.

8.10 CA Rural Ed Network Summit

Kami Murphy presented an informational flyer on an upcoming networking opportunity for rural LEAs. Butte County Office of Education is sponsoring the CA Rural Ed Network Summit to be held May 9, 2018 at the McClellan Center, in McClellan, CA. Kami stated this event is intended to be an opportunity for rural areas to collaborate on how to get resources and service providers in their area.

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8.11 PBIS Contracts FY 2018-19

Kami Murphy reported the SELPA Positive Behavioral Intervention & Supports (PBIS) team is working on including comprehensive information on the PBIS services in PBIS contracts. The team is also working to improve communication about the details of the services provided to school sites based on the PBIS contracts. She concluded the 2018-19 contracts will be go out to LEA business offices soon.

**9.0 BUSINESS DEPARTMENT REPORTS**

None.

**10.0 PROGRAM SPECIALISTS' REPORTS**

Jennifer Rountree announced the 4th Annual Regional Autism Conference will be held April 17, 2018 in Rancho Cucamonga. The cost is \$65.00 for a full-day. Jennifer concluded directors may contact her for additional information on this event.

**11.0 INFORMATION ITEMS**

11.1 County Regional Services Reports

11.2 SELPA Related Services Reports

Marina Gallegos reported the County Regional Services and SELPA Related Services Reports will be emailed to directors.

11.3 Monthly OT PT Services Reports

11.4 Monthly Audiological Services Reports

11.5 Monthly NPS NPA Placement Reports

11.6 Monthly Low Incidence Equipment Reimbursement Reports

11.7 Upcoming Professional Development

Corinne Foley reported the Special Education Directors' training today will be presented by Christian Moore, author of Why Try, following today's Steering Committee meeting.

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Kami noted a correction to the March 21, 2018 Behavior Intervention Plan (BIP) Through the Lens of PBIS training; this training will be an all-day training.

Glenn Low reported the LEA school psychologists are invited to attend next month's Special Education Directors' training.

**12.0 OTHER**

Monthly NPS/NPA Placement Report

Joni James, Barstow USD, inquired what the column titles "NPS/2726" and "LCI/NPS" stand for on the Monthly NPS/NPA Placement Report.

Glenn Low responded the 2726 column is for residentially placed students. He stated the term 2726 is outdated. The LCI/NPS column is for foster children.

Jenae stated the SELPA will make the correction on the titles so it is clearer what they stand for.

**13.0 ADJOURNMENT**

Having no further business to discuss, the meeting was adjourned at 10:54 a.m.

**NEXT MEETING: APRIL 13, 2018, IN THE DESERT MOUNTAIN EDUCATIONAL SERVICE CENTER, APPLE VALLEY.**

*Individuals requirement special accommodations for disabilities are requested to contact Daria Raines at (760) 955-3687, at least seven days prior to the date of this meeting.*