

California Association of Health and Education Linked Professions  
Joint Powers Authority (CAHELP JPA)  
**STEERING COMMITTEE MEETING**  
*APRIL 13, 2018*

**MINUTES**

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**D/M SELPA MEMBERS PRESENT:**

Academy for Academic Excellence & Norton Science & Language Academy – Amanda Gormley, Adelanto SD – Jennifer Johnson, Apple Valley USD – David Wheeler, Barstow USD – Joni James, Bear Valley USD – Lucinda Newton, SBCSS-D/M Operations – Rich Frederick, Excelsior Charter Schools – Marie Silva, Health Sciences High & Middle College (HSHMC) – Julie Kroener (via video conference), Helendale SD – Mike Esposito, Hesperia USD – Matt Fedders, Teri McCollum, High Tech High - Amy Briggs, Lucerne Valley USD – Vici Miller, Needles USD – Jamie Wiesner, Oro Grande SD – Nelda Colvin, DeShawna Hemstead, Derek Hale, Silver Valley USD – Cheri Rigdon, Snowline JUSD – Diane Hannett, Trona JUSD – Alan Tsubota, Victor Elementary USD – Tanya Benitez, Heather Hayball, Valley Union High School District – Margaret Akinnusi.

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

Aveson Global & Aveson School of Leaders – Paula Giraldo, Desert Trails Preparatory Academy & LaVerne Elementary Preparatory Academy – Anne Rivera, Odyssey Charter – Christina Roberts, Pathways to College – Diane Godfrey, Taylion High Desert Academy – Brenda Congo.

**OTHERS PRESENT:**

Azusa Pacific Intern – Amy Faith.

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

Peggy Dunn, Denise Edge, Thomas Flores, Marina Gallegos, Renee Garcia, Colette Garland, Stephanie Hedberg, Jenae Holtz, Linda Llamas, Maurica Manibusan, Kami Murphy, Lisa Nash, Karina Quezada, Daria Raines, Linda Rodriguez, Jennifer Rountree, Natalie Sedano, Adrienne (Myles) Shepherd, Jennifer Sutton.

**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 Chairperson Jenae Holtz, at 9:00 a.m., at the Desert/Mountain Educational Service Center, Apple Valley. The meeting Agenda for April 13, 2018, and the meeting Minutes for March 16, 2018 were adopted as presented.

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**2.0 COMMITTEE MEMBERS COMMENTS/REPORTS**

Short-term Benchmarks: Matt Fedders, Hesperia USD, inquired whether the goal field on WebIEP for inputting short-term interim benchmarks for mod-severe students could be expandable, or an interim space created.

Denise suggested possibly creating an overflow page to include these goals & objectives. She stated SELPA will discuss it further; and bring it back to Steering.

Jenae concluded we will find a solution to accommodate this request.

Resiliency Training: Jennifer Johnson, Adelanto SD, inquired whether the SELPA could facilitate another regional training with Christian Moore regarding resiliency (author of Why Try), and invite superintendents, and educational services administrators to participate.

Jenae noted Corinne is out on for a medical procedure, however, she will follow up with Corinne to on this. Jenae asked directors to contact her regarding professional development while Corinne is out of the office.

**3.0 PRESENTATIONS**

None.

**4.0 DIRECTORS OF EDUCATION REPORTS**

None.

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

Rich Frederick reported SBCSS-D/M Operations is receiving late notification of the Part C to B evaluations, resulting in SBCSS be out of compliance. Rich concluded he will meet with the Early Start director to discuss ways to resolve this problem.

**6.0 CHIEF EXECUTIVE OFFICER'S REPORTS**

6.1 Legislation

Jenae Holtz provided updates on the following pending Legislative Bills of Interest:

AB 3136 (O'Donnell) – Special Education Finance: is to level the base AB602 funding rates to the 95<sup>th</sup> percentile across the state. The State SELPA Administrators support this Bill.

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AB 2704 (O'Donnell) – Family Empowerment Centers: would require the Department of Education to submit annual reports about funding of family empowerment centers to fiscal committees of Legislature. Currently most of these centers are in the Northern and Coastal areas of California. The State SELPA Administrators support this Bill.

AB 3096 (Rubio) – School Accountability Report Card (SARC): will improve and update the SARC. State SELPA Administrators are supportive of this Bill.

SJR 19 (Wilk; Co-Author Beall) – Special Education Funding: would recommend U.S. Congress and the President enact H.R. 2902 to fully fund the federal Individuals with Disabilities Education Act (IDEA). State SELPA Administrators are supportive of this Bill.

SB 1127 (Hill) – Pupil Health: Administration of medicinal cannabis: school sites: would allow LEA governing boards to adopt a policy that allows a parent/guardian to possess and administer medical marijuana to a pupil who is a qualified patient. State SELPA Administrators have requested a legal opinion on this Bill.

6.2 Medical Marijuana

Jenae Holtz stated marijuana is not legal per federal law. As a Schedule (1) drug therefore marijuana should not be stored or dispensed on school property.

Rich Frederick, D/MOPS reported County Schools has received a few requests for administration of cannabis derivative. Rich stated County Schools is using the sample letter from Marijuana Prevention Initiative (MPI).

Jenae concluded LEAs will have to make decisions on how they will respond to a parent's request to administer marijuana products to their student.

Denise will share a resource from F-3 for directors.

6.3 DINC - Prong II

Colette Garland reported the numbers of Data Identified Noncompliance (DINCS) item reduced significantly SELPA-wide. She stated the California Department of Education (CDE) is closely monitoring the spreadsheets. Colette further stated for those LEAs with DINCs, the electronic spreadsheet is due to the SELPA by May 4, 2018. Colette will review the spreadsheet and submit to the CDE on behalf of the LEAs. The April 2018 Pupil Count cutoff date is Friday, April 27, 2018. The October 17, 2008 Office of Special Education Programs (OSEP) explains the subsequent data CDE will consider in Prong II. Colette concluded directors may contact her should they have any questions regarding the DINC- Prong II reports.

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6.4 D/M Charter SELPA 2018-19 Memberships Update

Jenae reported on April 6, 2018, the CAHELP Governance Council accepted Excelsior Corona-Norco, an expansion of Excelsior Charter, authorized by Riverside County Office of Education. Excelsior Corona-Norco will open July 1, 2018 under the D/M SELPA. Jenae then reported the Governance Council also accepted the following applicants as members to the D/M Charter SELPA, effective July 1, 2018: Allegiance – STEAM Academy-THRIVE, Julia Lee Performing Arts, OCS-South (expansion of Odyssey Charter), and Pasadena Rosebud Academy. The Governance Council tabled the Taylion San Bernardino Academy (an expansion of Taylion High Desert Academy), and Opportunities for Learning (OFL) – Duarte pending more information. Jenae stated the OFL-William S. Hart application was denied membership for the 2018/19 year. She concluded a special meeting will be scheduled to consider the two tabled applications.

6.5 Region 10 ADR Training

Jenae Holtz announced the upcoming May 15, 2018 Region 10 Alternative Dispute Resolution (ADR) training. The presenter Carlo Rossi, Prevention Specialist/Independent Child Advocate will share on the Sonoma County SELPA's ADR practices. This training will be held at the Goldy S. Lewis Center, Rancho Cucamonga. Jenae concluded individuals may contact East Valley SELPA for additional information regarding this event.

6.6 D/M SELPA Annual Service Plan 2018-19

Jenae Holtz presented the D/M SELPA 2018/19 Annual Service Plan (ASP) as approved on April 6, 2018 by the Governance Council. The ASP will be submitted to the CDE for approval prior to June 30, 2018.

6.7 D/M SELPA Annual Budget Plan 2018-19

Jenae Holtz presented the D/M SELPA 2018/19 Annual Budget Plan (ABP) as approved on April 6, 2018 by the Governance Council. The ABP will be submitted to the CDE for approval prior to June 30, 2018.

6.8 D/M Charter SELPA Annual Service Plan 2018-19

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6.9 D/M Charter SELPA Annual Budget Plan 2018-19

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6.10 2018-19 Steering Committee Meeting Dates

Jenae Holtz presented the 2018/19 Steering Committee Schedule of Meetings. Jenae concluded the SELPA will send calendar invitations for each meeting to the committee members.

6.11 Stakeholders Meeting -May 18, 2018

Jenae Holtz reported the Stakeholders Meeting to discuss management information systems software will be held May 18, 2018 following the Steering Committee meeting. She concluded all directors, WebIEP users and MIS technicians are invited to attend.

**7.0 DIRECTORS' REPORTS**

7.1 D/M Children's Center Clients Services Reports

Linda Llamas presented the DMCC Client Services reports. She stated the individual by-LEA reports were distributed prior to the meeting.

Matt Fedders requested additional information regarding if an authorization for release of information is on file, what are the limitations for releasing information (pertaining to a diagnosis).

Linda explained there are limits regarding releasing a diagnosis. However, symptomologies can be shared.

Discussion followed on the limitations on clinicians sharing information under Health Insurance Portability Accountability Act (HIPAA) and Family Educational Rights and Privacy Act (FERPA).

Linda stated she will bring a presentation on what can be shared to Steering Committee.

Linda then reported the DMCC is currently working on a grant application that would enhance the collaboration of PBIS, MTSS, and Mental Health services. The grant would allow for a more collaborative treatment model and for training with

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LEAs. Linda concluded the submission deadline is April 19<sup>th</sup> and applicants will be notified approximately 6 weeks later if they were awarded the grant.

**8.0 PROGRAM MANAGERS' REPORTS**

8.1 Due Process Summaries

Denise Edge reported 1 new due process case was filed in the D/M Charter SELPA, and 5 new due process cases were filed in the D/M SELPA, since March Steering meeting. There have been 10 filings year-to-date in the Charter SELPA, and 31 year-to-date in the SELPA. Denise provided a brief highlight of the open cases. She concluded Child Find and Transition Plan is a common issue in the filings.

8.2 SELPA Forms

Denise Edge presented the revised SELPA Form D/M 68H: IEP Progress of Goals. Denise concluded a field for Date of Birth (DOB) was added.

8.3 WebIEP Updates

Colette Garland reported programming changes were made to WebIEP so the validations will allow users save data and validate with basic demographic errors when a PM – Pending Meeting is being closed. Colette noted the demographics needs to be added at the first meeting. On D/M 68D: Supplementary Aids and Supports, the functional performance question was changed to be a combo yes/no checkbox answer. A verification of the parent/guardian's receipt of assessment reports was added to D/M 68G: IEP Signature Page, and a checkbox for Phonological Processing was added to the D/M 154: Specific Learning Disability (SLD). Colette concluded an email will go out with instructions later this afternoon.

8.4 Professional Learning Summaries

Jenae Holtz presented the year-to-date D/M SELPA and Charter SELPA Professional Learning Summaries. The by-LEA reports were distributed to members prior to the meeting. Jenae concluded the SELPA will continue scheduling meetings with directors to discuss their professional learning needs for the upcoming year.

Kami Murphy noted registration is low for the May 16-17, 2018 Restorative Practice training. She stated the SELPA will keep the registration open until May 10<sup>th</sup>. Kami concluded the cost for this 2-day training is \$50 per individual.

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8.5 Paraeducator Academy – Trainer of Trainers

Jenae Holtz presented the informational flyer for the upcoming Paraeducator Supervision Academy (PSA) and training of Paraeducator Academy (TOPA) training. The 2-day training will be held August 6 & 7, 2018 at the Hesperia district Office. The cost is \$150 per individual.

**9.0 BUSINESS DEPARTMENT REPORTS**

9.1 2018-19 D/M SELPA & Charter SELPA Related Services FFS Rates

Marina Gallegos presented the 2018/19 D/M SELPA and Charter SELPA Related Services Fee-for-Services (FFS) schedule, as approved by the Governance Council. She stated the rates were calculated based on the 2017/18 rate with the governor's 2.51 percent cost of living adjustment (COLA).

Matt Fedders inquired whether the SBCSS - D/M Operations FFS rates changed for 2018/19.

Marina stated yes, the rates did change and she will email the approved schedule to directors.

**10.0 PROGRAM SPECIALISTS' REPORTS**

10.1 Special Education Teacher Academy

Stephanie Hedberg announced the Special Education Teacher Academy. The first day of training is August 22, 2018. Stephanie also stated directors may register now to hold spaces for the training and later update the SELPA when they have the names of their teachers. The cost is \$100 per individual and registration is open online.

10.2 CAST & CAA Science Preliminary Indicator Reporting

Karina Quezada presented updated information on the California Science Test (CAST) and the California Alternate Assessment (CAA). Next year the CAST will be fully operational. Beginning in the Fall 2018, LEAs will receive a downloadable CAST Preliminary Indicator file. However, the CAA will not be available in a downloadable file but CDE will provide a Preliminary Indicator Conversion Table, and LEAs will need to compile the CAA scores.

Karina reviewed the CAST and CAA timeline charts, the Science Assessments Preliminary Indicators FAQ, and a sample letter template LEAs can use to

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communicate information to parents regarding the score information. Karina concluded this information applies to students in grades 5, 8, and 12.

**11.0 INFORMATION ITEMS**

- 11.1 County Regional Services Reports
- 11.2 SELPA & Charter SELPA Related Services Reports
- 11.3 Monthly Occupational Therapy / Physical Therapy Services Reports
- 11.4 Monthly Audiology Services Reports
- 11.5 Monthly Nonpublic Agency / Nonpublic School Expenditure Report
- 11.6 Monthly Nonpublic Agency / Nonpublic School Placement Report

Colette Garland stated the column headings were changed to better reflect the types of NPS placements.

- 11.7 Monthly Low Incidence Equipment Reimbursement Reports
- 11.8 Professional Learning- Upcoming Opportunities

**12.0 OTHER**

Nonpublic Schools Update - Jenae Holtz stated Hesperia USD staff reported having observed some improvements when visiting the Adelanto BFA campus. Jenae further stated the enrollment is low at the Apple Valley BFA. She encouraged directors to notify Peggy Dunn of any concerns regarding the BFA campuses. Jenae further stated directors should plan to visit the campus when considering making a referral.

Jenae reported the McKinley Center NPS is scheduled to open in June 2018 with Extended School Year (ESY) services.

Colette Garland highlighted the upcoming May 16, 2018 MIS Users Meeting.

Adrienne Shepherd (Myles) reported the 10<sup>th</sup> Annual Transition Resource Fair will be held April 24, 2018. All are welcome to attend.

Directors' Training – Jenae Holtz noted the Directors' Training featuring Attorney Dora Dome, will follow the Steering Committee Meeting.



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**13.0 ADJOURNMENT**

Having no further business to discuss, the meeting was adjourned at 10:36 a.m.

**NEXT MEETING:**

May 18, 2018, in the Desert Mountain Educational Service Center, Apple Valley.

*Individuals requiring 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.*