

East Valley SELPA
COMMUNITY ADVISORY COMMITTEE MEETING MINUTES
December 10, 2018

REPRESENTATIVES PRESENT:

Diane Aguirre	Colton Joint Unified School District
Paula Bailey	Rialto Unified School District, Vice Chairperson
Katie Castruita	Redlands Unified School District, Chairperson
Raymond Espudo	Yucaipa-Calimesa Joint Unified School District
Dr. Patty Metheny	East Valley SELPA
Mirta Selbert Ramos	Yucaipa-Calimesa Joint Unified School District

OTHERS PRESENT:

Courtney Beatty	East Valley SELPA
Susanne Ferguson	East Valley SELPA, Secretary
Bernardine Hollingsworth	San Bernardino County Schools
Dr. Rick Homutoff	East Valley SELPA
Colleen Meland	East Valley SELPA
Shannon Vogt	East Valley SELPA

1.0 CALL TO ORDER: SELPA Administrator Dr. Patty Metheny, at the East Valley SELPA Office, 144 N. Mt. View Ave., San Bernardino, California, called the meeting to order at 9:30 a.m. Dr. Metheny telephoned Mr. Espudo to enable him to participate by phone.

2.0 DISCUSSION/PRESENTATION

2.1 Welcome & Introductions

Dr. Metheny welcomed everyone. Those present introduced themselves. A new CJUSD member, Ms. Diane Aguirre, was introduced.

2.2 Review of Minutes – September 17, 2018

The committee reviewed and approved the minutes from the September 17, 2018 meeting. Dr. Homutoff moved to approve the minutes, and Ms. Castruita seconded the motion.

2.3 Parent's Role in IEP Meetings & IEP Goal Development – Shannon Vogt, EV SELPA Program Specialist.

Dr. Metheny introduced EV SELPA Program Specialist, Shannon Vogt. Mrs. Vogt presented a training titled Developing Effective and Legally Compliant IEP Goals. The training is in its 4th year within the EV SELPA and has been presented to both teachers and paraeducators. An additional training component was added two years ago to cover progress monitoring. The objectives for the training included: 1) understanding the

parent's role in the IEP meeting and how it relates to IDEA and California Ed Code, 2) Defining the information necessary for present levels of performance and baseline, and 3) Using an IEP Goal Template to break down significant parts of an effective IEP goal. Dr. Homutoff has observed teachers using the goal template. It is easy to write a compliant goal with the template as a guide.

Ms. Bailey asked about the qualifications of an Administrative Designee. A designee must be knowledgeable about available resources. Ms. Bailey noted some Administrative Designees participate minimally in IEP meetings. Although the law does not mandate training, the EV SELPA provides training for Administrative Designees and others who lead IEP meetings. Dr. Metheny encouraged CAC members to notify her if the performance of Administrative Designees warrants a change in training practices.

The presentation continued with the coverage of parent participation in the IEP process. Ms. Bailey commented that parents may not understand the contents of goals and how progress is measured. The EV-12 Form is not helpful in understanding when and how progress is measured. In addition, initial IEP meetings need to be longer to allow for parent education. The committee discussed the importance of educating parents who are new to the IEP process, so they can participate meaningfully in the IEP. Ms. Castruita noted some parents participate more in the IEP process than others. Dr. Homutoff reiterated the importance of active parental participation and contacting teachers frequently for progress updates throughout the school year. Mr. Espudo shared how his daughter's in-home ABA team collaborates effectively with the school team.

Ms. Aguirre stated how she would have benefitted from IEP training before attending her child's initial IEP. Instead of consulting with district staff, she asked questions of experienced parents. Parents now come to her with questions when they are new to the IEP process or need information. Ms. Aguirre expressed appreciation for EV Program Specialist, Colleen Meland, who directed her to a community agency to explore Augmentative and Alternative Communication options for her child.

The IEP training continued with a discussion about the time frame for notifying parents about a scheduled IEP meeting. The law does not mandate a specific time frame, only a "reasonable" advance notification of a mutually agreed upon time and place. Ms. Hollingsworth asked how many times parents should be encouraged to attend if they are un-responsive. At least three notifications should be attempted. The district cannot provide special education services without parental consent. Moreover, districts must respond with a Prior Written Notice (PWN) before initiating any services. The PWN process was discussed and explained by Dr. Metheny. She also discussed the Alternative Dispute Resolution (ADR) process to resolve disagreements.

Mrs. Vogt covered the components of present levels, baselines, IEP goals, and how Educational Benefit is calculated. Per Ms. Bailey, IEPs are not specific enough with respect to baselines and present levels. The IEP Goal Template used by EV SELPA educators was introduced and each section was reviewed by Mrs. Vogt. Data collection sheet have been developed to align with the template. Next, the CAC members completed an activity to further familiarize themselves with the template. EV SELPA educators participate in a similar activity when they are trained. EV SELPA educators also receive training in how to fill out the accompanying data sheets. Ms. Hollingsworth asked about acquiring the data sheets. Teachers must attend trainings before being granted access.

Dr. Metheny asked CAC parent members to assist with bringing IEP training into their respective districts. EV SELPA can work individually with CAC members to set this training up. Ms. Bailey asked about translation for Spanish speakers. This can be accomplished on an individual basis. Dr. Metheny will email the Parent Information Guide and EV SELPA website address to CAC members.

2.4 East Valley SELPA CAC Meeting Dates 2018-2019.

The 2018-2019 CAC meetings are scheduled for.

September 17, 2018

December 10, 2018

February 25, 2019

April 22, 2019

The next CAC meeting is scheduled for February 25, 2019, in the Dorothy Inghram Learning Center (DILC), 670 E. Carnegie Drive, San Bernardino, CA. 92408. CAC members will receive more information about the room location and check-in process. Susanne Ferguson, EV SELPA Autism Program Specialist, distributed the Learn the Signs. Act Early brochure from the California Autism Professional Training and Information Network (CAPTAIN). The brochure contained early childhood developmental milestones for the purposes of monitoring a child's progress. Mrs. Ferguson also spoke about the December 2018 CAPTAIN Summit, which she attended with EV SELPA Program Specialist, Courtney Beatty and EV SELPA Behavioral Health Manager, Tracy Schroeder.

3.0 ADJOURNMENT: Meeting adjourned at 11:12 a.m.