

**SELPA PROGRAM ADVISORY COUNCIL
Standing Committee of the Consortium**

September 9, 2025

**8:00 am – 10:00 am
SELPA Conference Room
3570 Rancho Road, Ste. 9; Redding, CA 96002**

MINUTES

1. Call to Order at 8:00 am

Christian Patz, SELPA Executive Director, called the meeting to order at 8:00 am.

SELPA Program Advisory Council members roll call:

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| ● REGION 1 – Cecile LaMar, SUHSD | ABSENT (<i>Present at 8:04 am</i>) |
| ● REGION 2 – Brandt Shriner, Anderson UHSD | Present |
| ● REGION 3 – Tami Oliver, Redding ESD | Present |
| ● REGION 4 – Annie Payne, Enterprise ESD | Present |
| ● REGION 5 – Ray Witte, Mtn. Valley JPA | Present |
| ● REGION 6 – Nate Solus, Gateway USD | Present |
| ● REGION 7 – Cindy Fruglietti, Fall River JUSD | Present |

Others present were:

- | | |
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| ● Christian Patz, SELPA Executive Director | ● Autumn Ervin, SELPA Data Technician |
| ● James Glover, SELPA Director Support Svcs. | ● Hilary Schwartz, SELPA Accountant |
| ● Kristin Sigurdson, SELPA Director Schl Spt | |

Discussion: None.

2. Approval of the Agenda

Discussion: None.

ACTION: Ray Witte motioned to approve the Agenda as presented. Brandt Shriner seconded the motion. The motion passed by majority vote 6-0-1, no opposition, no abstentions, Cecile LaMar was absent.

3. Public Forum / Hearing of Persons Wishing to Address the Program Advisory Council

Discussion: None.

4. SELPA Director's Report

4a. SELPA Standing Items:

- Monthly trainings / Lift Off – SELPA Professional Development Calendar ([link](#))

Discussion: Dr. Patz stated no SELPA trainings are planned for the beginning of the year following LIFT OFF and requested any inquiries for CPI trainings be made to James Glover for scheduling.

- State SELPA updates

Discussion: Dr. Patz emphasized the DRDP reminder requiring all kids birth to age three and beginning last year, children aged 3-5 in TK or K are included, unless they turn 6 within the same year.

- OAH decisions

Discussion: Dr. Patz informed members of a Monterey County legal case lost due to CDE's version of the Procedural Safeguard with deficiencies. SELPA Administrators have updated supplements and the CDE states they will distribute an updated version soon. The supplement will be distributed by Friday. Dr. Patz emphasized the need to review all reports, interview students/parents, and involve witnesses during manifestation determinations, noting that not all behaviors are disability-related and urged members to consider all aspects of cases. Members requested a fillable SEIS form, clearer guidance, and staff training to support more thorough and compliant practices.

(Cecile LaMar arrived at 8:04 am)

- LI Itinerant update

Discussion: Dr. Patz noted a massive increase in students deaf and hard of hearing IEPs and suggested the low incidence budget may need to be adjusted.

- Workability update

Discussion: Dr. Patz indicated the Workability Coordinator transition completed with TC now serving as lead; one coach position remains open. The DOR "We Can Work" grant funded \$600k for 70 students at 300 hours each, but new federal/state rules cap students at 120 hours lifetime, limiting fund use. This change may prevent full expenditure of the grant despite initial allocation.

- Submitting for Subsidies (Hilary Schwartz, SELPA Accountant)

Discussion: Hilary Schwartz, SELPA Accountant, confirmed a grace period for 2024–25 subsidies with submissions due by September 30, 2025 for 2025–26. Students are grandfathered once approved, and subsidies now follow the student, eliminating annual reviews. Ms. Schwartz confirmed the Google form used to submit requests should send a receipt to each sender for future reference, and offered to provide lists of approved students.

4b. SELPA Parent Contact Protocol (Handout – James Glover)

Discussion: James Glover, SELPA Program Director of Support Services, provided members a SELPA Parent Contact Protocol flier which will be helpful for staff.

5. **Consent Items** – *(These action items are of a routine nature or items for which no discussion is anticipated, and are acted upon by a single vote. Members may request that any item be removed and given individual consideration.)*

5a. Approval of Minutes for May 13, 2025

NOTE: No meeting held June 10, 2025

Discussion: None.

ACTION: Ray Witte motioned to approve the Consent item as presented. Brandt Shriner seconded the motion. The motion passed by majority vote 7-0-0, no opposition, no abstentions, no absentees.

6. Special Education Data – Discussion

6a. Degree of Service

Discussion: Autumn Ervin, SELPA Data Technician, reminded members the Degree of Support is due by the October 1, 2025 census day, and confirmed it is okay to leave blank for a student with speech only.

7. SELPA Policies – Discussion / ACTION

7a. Assistive Technology Guidelines and Procedures

Discussion: Dr. Patz explained many SELPA policies are presented for review for input regarding current practice, pricing or other. Page 11 last paragraph – redlined portion stricken because if districts collect MediCal funds, those funds stay with the school to spend as sees fit. Dr. Patz confirmed AT services must be performed by an AT certified provider, though not a speech therapist, and emphasized AAC is above AT. No speech paths want AAC, yet both Ed. Code and ASHA supports speech paths doing AAC.

7b. Assistive Technology Appendices

7c. IEE Policy – Cost Containment

Discussion: Dr. Patz reviewed the AT cost containment piece, noting some big increases, while others did not. Costs were determined by a survey of costs taken from service providers beyond the North state and Shasta County. Two psychologists were added to our IEE list from Tehama County, allowing additional resources nearby.

7d. Non-Public Schools and Agencies - update language

Discussion: None.

7e. Determining Fiscal Responsibility for Transition-To-High-School Students Policy

7f. Determining Fiscal Responsibility for Nonpublic School Placements Policy

Discussion: Members discussed July 1CDE deadline for collecting ADA, although Dr. Patz interprets that the student stays with the prior school year through ESY until the first day of the next school year.

7g. SELPA Role in Student Records

Discussion: Dr. Patz stated this policy was created to confirm SELPA’s role in student records, in that the LEAs are custodians of student records, not the SELPA.

7h. Behavioral Intervention, Seclusion, and Restraint Policy

7i. Positive Behavioral Intervention Policy & Procedures

ACTION: Nate Solus motioned to approve the revised Policies as presented. Cindy Fruguglietti seconded the motion. The motion passed by majority vote 7-0-0, no opposition, no abstentions, no absentees.

8. Preschool Subsidy – Update / Discussion

Discussion: Dr. Patz suggested to stop the PreK subsidy since districts are already funded for these students under state TK ADA. However, the Finance Advisory Council (FAC) find the PreK subsidy helpful as exclusive only to PreK. Dr. Patz will put on the FAC Will put on FAC Agenda for discussion.

9. SIRAS – Discussion / Presentation

Discussion: Dr. Patz requested member input on switching the student data system from SEIS to SIRAS., with concerns brought over the transfer of IEP notes and comments sections, and if archived information will be accessible on SEIS for a specific period of time to ensure no loss of student data. Some members stated their teachers don't support a change in student database programs, while others voiced concern over case managers making a change. Dr. Patz ensured the data input is the same information, and the IEP remains unchanged, but the applications and entry process is more streamlined and helps avoid future data errors.

10. Future Agenda Items

10a. Budget

10b. State of SELPA – CAC, Low Incidence Services, Workability

11. Next meeting: Tuesday, December 2, 2025, 8:00 am – 10:00 am, SELPA Conference Room

12. Adjourn

Meeting adjourned at 9:02 am.