

**SELPA Governing Board
Minutes
September 23, 2025
8:00 AM – 10:00 AM**

**SELPA Conference Room
3570 Rancho Road, Ste. 9; Redding, CA 96002**

1. Call to Order, Roll call.

Kyle Turner, SELPA Governing Board Chairperson, called the meeting to order at 8:00 a.m.

Roll call:

- | | |
|---|--------------------------------------|
| ● Owen Crosby, Ph.D., Shasta UHSD - Region 1 | Present |
| ● Brian Parker, Anderson UHSD – Region 2 | Present |
| ● Cynthia Bishop, Redding ESD – Region 3 | Present |
| ● Heather Armelino, Enterprise ESD – Region 4 | Present |
| ● Doug Geren, Cottonwood USD – Region 5 | Present |
| ● Kyle Turner - CHAIRPERSON, Gateway USD – Region 6 | Present |
| ● Morgan Nugent, Fall River JUSD – Region 7 | ABSENT (<i>present at 8:09 am</i>) |

2. Approval of Agenda

Discussion: None.

ACTION: Motion to approve the Agenda as presented.

Motion made by: Heather Armelino

Motion seconded by: Brian Parker

Voting (vote weight):

- | | |
|--|--------|
| ● Owen Crosby, Shasta UHSD - Region 1 (3): | Yes |
| ● Brian Parker, Anderson UHSD – Region 2 (2): | Yes |
| ● Cynthia Bishop, Redding ESD – Region 3 (2): | Yes |
| ● Heather Armelino, Enterprise ESD – Region 4 (2): | Yes |
| ● Doug Geren, Cottonwood USD – Region 5 (3): | Yes |
| ● Kyle Turner, Gateway USD – Region 6 (2): | Yes |
| ● Morgan Nugent, Fall River JUSD – Region 7 (1): | ABSENT |

Motion passed.

3. Public Forum / Hearing of Persons Wishing to Address the Shasta SELPA Governing Board of items off and on the agenda.

Discussion: None.

4. SELPA Director's Report

4a. SELPA Workability I – We Can Work Contract update

Discussion: Dr. Patz indicated the Workability I – We Can Work grant, employed approximately 25 students over the summer. Due to federal cuts and lack of state funds, the program has implemented a hard cap of 120 paid hours per student, down from the original 300 hours. While the original estimate allowed for 70 students at 300 hours, SELPA plans to allocate funds more creatively to maximize participation without reducing staffing or student opportunities. The contract remains in place as long as funding is available. There is an option to also serve students with 504 plans. The adjustment affects only the length of student work hours, not program staffing or overall services.

4b. SIRAS

Discussion: Dr. Patz reminded members that a transition from SEIS student data management system to SIRAS is still under consideration. Currently, SELPA uses SEIS from San Joaquin COE, while SIRUS only holds roughly 15% of the market. SIRUS offers better integration with CalPADS, error checking, seamless handling of IEPs, e-signatures, SST programs, and 504 forms, and interfaces well with Aeries, PowerSchool, and Schoolwise. Program Advisory Council (PAC) members, Special Education Directors, and Data Managers have expressed strong support, and a SIRUS presentation to the JPA Board is planned. In addition, SIRUS will provide a demo following the CDE Data Roadshow. Dr. Patz prefers more than a simple majority approval before a December Board vote.

Training for districts and SELPA staff is scheduled for February, with a full switch targeted for July 1. SIRUS allows access to old SEIS data via an archival account, though specifics and fees are pending. The system improves CalPADS reporting by rejecting only records with errors (rather than all records as SEIS does), and prevents incomplete IEPs from being finalized through a green-yellow-red validation system. Districts like Bakersfield and Placer have adopted SIRUS successfully and report high satisfaction. Dr. Patz emphasized that training will be ongoing, cost per pupil is expected to be low, and the system encourages accurate data entry by guiding teachers step by step. Members were encouraged to discuss these options with their Special Education Directors, attend any available presentations or trainings, and consider the benefits of SIRUS.

(Mr. Nugent present at 8:09 am)

4c. Procedural Safeguards

Discussion: Dr. Patz informed members of a new Procedural Safeguards version being distributed today. Monterey County had previously used the CDE's current Procedural Safeguards but lost a due process case because the judge found the materials were non-compliant. The updated version includes a supplemental document to accompany previously printed copies. Districts are expected to provide these at the first IEP of the year and at each manifestation determination. SELPA has not yet translated the new version into other languages, but continues to maintain the old versions on its website, and the supplement can be added to those existing copies.

In addition, Dr. Patz highlighted the ASL Interpreters and Deaf Hard of Hearing team. The SELPA currently has six interpreters, with one pending state testing. We have applied for a waiver from state, but have been informed they are not recommending DHH waivers moving forward. The SELPA has more need than previously thought and are using virtual and in person services. Students in preschool are also being served using virtual providers.

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 Meeting Minutes from May 27, 2025

5b. LI Equipment Request #104 – SELPA stock – DHH power cords \$117.52

- 5c. 2025-26 NPA/S Master Contract - Reduced NPA Insurance Requirements
- 5d. 2024-25 OOH / RTC Placement Costs
- 5e. 2025-26 NPA Rate Sheets
 - Connecting to Care (revised)
 - Lighthouse Therapy
 - Presence Learning
 - Psyched Services
 - Soliant Health
 - Supplemental Health Care

Discussion: None.

ACTION: Motion to approve the Consent items as proposed.

Motion made by: Owen Crosby

Motion seconded by: Heather Armelino

Voting (vote weight):

- Owen Crosby, Shasta UHSD - Region 1 (3): Yes
- Brian Parker, Anderson UHSD – Region 2 (2): Yes
- Cynthia Bishop, Redding ESD – Region 3 (2): Yes
- Heather Armelino, Enterprise ESD – Region 4 (2): Yes
- Doug Geren, Cottonwood USD – Region 5 (3): Yes
- Kyle Turner, Gateway USD – Region 6 (2): Yes
- Morgan Nugent, Fall River JUSD – Region 7 (1): Yes

Motion passed.

6. 2025-28 MTU Interagency Agreement – Discussion / ACTION

Discussion: Dr. Patz informed members the MTU Interagency agreement is now in final form for a three year term and every SELPA in California is bound to hold such agreements with their MTUs. OC motions to approve, MN seconds. All approve.

ACTION: Motion to approve the 2025-28 MTU Interagency Agreement as proposed.

Motion made by: Owen Crosby

Motion seconded by: Morgan Nugent

Voting (vote weight):

- Owen Crosby, Shasta UHSD - Region 1 (3): Yes
- Brian Parker, Anderson UHSD – Region 2 (2): Yes
- Cynthia Bishop, Redding ESD – Region 3 (2): Yes
- Heather Armelino, Enterprise ESD – Region 4 (2): Yes
- Doug Geren, Cottonwood USD – Region 5 (3): Yes
- Kyle Turner, Gateway USD – Region 6 (2): Yes
- Morgan Nugent, Fall River JUSD – Region 7 (1): Yes

Motion passed.

7. SELPA Policies – Discussion / ACTION

- 7a. Assistive Technology Guidelines and Procedures
- 7b. Assistive Technology Appendices
- 7c. IEE Policy – Cost Containment
- 7d. Non-Public Schools and Agencies - update language
- 7e. SELPA Role in Student Records

- 7f. Behavioral Intervention, Seclusion, and Restraint Policy
- 7g. Positive Behavioral Intervention Policy & Procedures

Discussion: Dr. Patz stated that all members of the Program and Finance Advisory Councils unanimously approved the policy revisions as provided.

ACTION: Motion to approve all policies with revisions as presented in 7a – 7g.

Motion made by: Heather Armelino

Motion seconded by: Cindy Bishop

Voting (vote weight):

- Owen Crosby, Shasta UHSD - Region 1 (3): Yes
- Brian Parker, Anderson UHSD – Region 2 (2): Yes
- Cynthia Bishop, Redding ESD – Region 3 (2): Yes
- Heather Armelino, Enterprise ESD – Region 4 (2): Yes
- Doug Geren, Cottonwood USD – Region 5 (3): Yes
- Kyle Turner, Gateway USD – Region 6 (2): Yes
- Morgan Nugent, Fall River JUSD – Region 7 (1): Yes

Motion passed.

8. SELPA ESY Policies – Discussion / ACTION

- 8a. Determining Fiscal Responsibility for Transition-To-High-School Students Policy
- 8b. Determining Fiscal Responsibility for Nonpublic School Placements Policy

Discussion: Dr. Patz presented the question of when a student ceases to be an eighth grader and becomes a high school student. Currently, students are considered high schoolers as of **July 1**, and Dr. Patz noted that Extended School Year (ESY) services are generally still the responsibility of the 8th-grade district until the new school year begins on the first day of school in August. Dr. Patz proposed changing the policy to define the end of ESY as the transition point, including for students placed in non-public schools (NPS).

PAC recommended the proposed change, while FAC voted **5-1-1** to keep the current July 1 transition date. Discussion centered on fiscal impacts—students attending ESY beyond July 1 generate ADA in the following school year, which creates reporting and funding challenges. Some members noted that if NPS students are not enrolled in their district, ADA cannot be collected. Others pointed out that most ESY programs already end by June 30, with only NPS programs extending into July. After discussion, the Board took no action, and the current policy remains that students become high schoolers as of July 1.

No action taken.

9. CHYBA SELPA Application

Discussion: Dr. Patz provided members a copy of a letter received just today from California Heritage YouthBuild Academy (CHYBA) requesting membership in the Shasta SELPA, in addition to their request to transfer partnership from Tehama County Office of Education (COE) to Shasta County COE. Cathy Taylor, CHYBA Executive Director, is also present. Ms. Taylor attended to provide context, explaining that CHYBA is finalizing MOUs with both Shasta and Trinity COEs. Shasta COE would assume full oversight, while Trinity COE currently serves as the authorizer. There are no active Trinity County students enrolled, with all current students currently residing in Shasta County. Ms. Taylor shared that the change aligns better with current CHYBA operations since all students are from Shasta County. Though CHYBA can serve foster or transitional youth from other counties under Education Code provisions for

YouthBuild programs, there are no active sites outside Shasta County and has no plans to operate a campus in Trinity County.

Dr. Patz noted that the shift would add roughly 150 ADA to Region 4, where the CHYBA site would be located, slightly increasing AB602 funding with minimal SELPA impact. An MOU will be developed to clarify ADA and service responsibilities, and be brought to the Board in December as a Consent Item. Mr. Nugent requested that any future expansion into other counties be addressed explicitly in the MOU. Dr. Patz confirmed that CHYBA will remain part of Shasta SELPA for any site located within the county and that charter boundaries will be reviewed annually through the Local Plan.

10. Preschool Subsidy – Update / Discussion

Discussion: Training was held with School Services of California, which shared data showing an increase in PreK identifications and a projected rise in TK students with IEPs. For 2024–25, over \$1.5 million in subsidies are projected, with funds redirected off the top (OTT) from AB602 to other districts. Current estimates reflect approximately 425 PreK and TK students, though data remains preliminary. Discussion continued regarding whether TK students should be included in the count, with consensus that they should be removed since districts already receive TK funding. It was noted that most LEAs (26 total) contribute to the subsidy though many do not receive funds, while the majority of students benefiting are in PreK programs. CWUSD nearly breaks even with 10 students, while EESD serves 84, and SUHSD contributes about \$350,000 due to OTT funding shifts. TK numbers are expected to change this year since TK is optional and parents may choose to keep children in SDC PreK programs.

Members discussed the funding inequities between small and large districts, accountability by district of service, and the distribution of PreK programs within the JPA. Dr. Patz noted that SCOE does not receive PreK special education funding and that the JPA includes several districts without preschools, with Cottonwood identified as the largest LEA in the JPA. Dr. Patz emphasized that the 84-student count may be low and recommended that TK students be removed from the subsidy count.

11. Report of Action Taken in Closed Session

- 11a. Confidential Student Matters – Enterprise ESD
- 11b. Confidential Student Matters – Anderson HSD

Discussion: The Board met in closed session and agreed to subsidize the two RTC students.

ACTION: Motion to approve subsidy for the two RTC students discussed in closed session.

Motion made by: Brian Parker

Motion seconded by: Doug Geren

Voting (vote weight):

- Owen Crosby, Shasta UHSD - Region 1 (3): Yes
- Brian Parker, Anderson UHSD – Region 2 (2): Yes
- Cynthia Bishop, Redding ESD – Region 3 (2): Yes
- Heather Armelino, Enterprise ESD – Region 4 (2): Yes
- Doug Geren, Cottonwood USD – Region 5 (3): Yes
- Kyle Turner, Gateway USD – Region 6 (2): Yes
- Morgan Nugent, Fall River JUSD – Region 7 (1): Yes

Motion passed.

12. Suggestions for Future Agenda Items

- SELPA ESY Policies
- Preschool Subsidy
- CHYBA - including charter review (discussion only)
- SIRAS – rollout, training plans
- Budget preview / input
- State of SELPA – CAC, LI Services, Workability

13. Next meeting date: December 16, 2025 – Regular meeting - 8:00 a.m., SELPA Conference Room; 3570 Rancho Road; Redding

12. Adjourn

Meeting adjourned at 9:45 a.m.