

Administrative Liaison Meeting
Minutes
May 20, 2013

1. Finance Committee Meeting (1:00)
 - a. Review of new positions. All new positions were reviewed and discussed. The following new positions are approved:
 - i. .5 Behavior Specialist to be paid by the 2% of IDEA (Autism);
 - ii. .5 Electives teacher (1.0 from ALOP funding);
 - iii. 1.0 Vocational Specialist (ALOP);
 - iv. 1.0 Job Coach (ALOP, to be hired later in the year);
 - v. 1.0 Speech Language Pathologist (increased enrollment, tuition bills).
 - b. The .5 increase for Instructional and Assistive Technology was not approved.
 - c. Transition Program projected enrollment was discussed. An additional teacher was approved from ALOP funding due to increased enrollment.
 - d. ALOP was discussed.
 - i. It is intended to improve programming and reduce the tuitions to New Directions and SAIL whenever appropriate. It is not intended to create a surplus.
 - ii. The funding will be reviewed every year with the finance committee and the board.
 - iii. As enrollment increases, staff members and other items will be purchased from ALOP funds. It is anticipated that these funds are as permanent as general state aid.
 - iv. For the next two years, we will be purchasing vehicles for use during the school day, not for the beginning or ending of the day transportation.
 - e. Billing/attendance for partial attendance. As long as the students are placed with MV, districts are billed for students, even if they have poor attendance. If a student is homebound, we generally drop the student and reenroll him/her when h/she returns. If a student is placed at a temporary treatment facility, the district determines if the student is dropped until he/she returns from treatment.
 - f. New Pathways starting with 6 full sections. There has been quite an increase in students for New Pathways. It is anticipated that the K-8 programs will start with 8 students in each section. This will create difficulties if students move in or there are new referrals during the school year. The group determined that the sections should start full.
2. Announcements/Reminders
 - a. Professional Development opportunities were distributed.
 - b. Paperwork reminders. All programs will be requiring the information on the placement form on the website. This includes health information, the most recent reevaluation, discipline records, etc. All of the other information that cannot be pulled from Netchemia. We are requesting this information before the staff leaves.
 - c. Explore/Plan lists have been sent to district testing coordinators. We will confirm all new recently placed and referred students.

- d. June Special Liaison Meeting: May 31 4:00.
 - e. ISBE Guidance re: Core State Standards were distributed.
 - f. Class size and the recent comment period was discussed. Carla went to the Elgin session. Most comments were not in favor of the proposed change. Comment period has been extended to June 2.
 - g. Compliance indicators. All districts had perfect scores! Congratulations!
 - h. Extra mile was distributed.
 - i. Region II notes:
 - i. Nurses. Several universities are collaborating to create modules for CSN approval. Unsure if it is the full coursework or just the necessary courses to move an RN to CSN.
 - ii. PARCC Accommodations Guidance open for comment. There is a terrific amount of writing required on the assessment in general. The proposal has three tiers of accommodations.
 - j. Director's conference: includes W this year, August 7-9.
 - k. Fall IAASE Sept. 26-27
 - l. Region II retreat Oct. 24-25. ***Note since the meeting, the retreat has been cancelled.***
 - m. Timely and meaningful conferences are required now, rather than the fall. And, the use of the proportionate share must be included in the IDEA grant. This is difficult if the district is supplying staff due to the high TRS requirement.
 - n. Just a reminder to enter the correct demographic information in Netchemia when a student begins in ECE. Most important is the student's home school.
 - o. Board meeting cancelled for July, will meet on June 27, 9:00.
3. Shared Professional Development
- a. The proposed calendar for the upcoming year was shared.
 - b. Behavior teams should be given to Natalie via email.
 - c. Autism teams (Pam Leonard training) should also be given to Natalie via email.
 - d. FABIP Committee recommendations should be made to Natalie.
4. New Programming Options and locations:
- a. Full-Day ECE Autism: 6 students? (3-4 year olds). Fox Ridge in St. Charles
 - b. Transition/Case Management: 8 students. We will be able to serve these students with current staffing.
 - c. WCC possibly 21 students (See #1).
5. Board Meeting, June 5. The items were reviewed with no changes.
6. Next year's proposed meeting dates: 7/22, 8/26, 9/23, 10/28, 11/18 or 25, 12/16, 1/27, 2/24, 3/24, Board meeting 3/26, 4/28, 5/19, 6/23. These will be confirmed at the June meeting.
7. OT/PT (3:00)
- a. Consultation definition was distributed.
 - b. Monthly screening/evaluation reports were distributed.

- c. Current schedules were distributed and discussed.
- d. Two OT/PT representatives were present to hear the administrative liaison concerns regarding schedules, communication, record keeping, and service delivery. The OT/PTs suggested periodic district meetings with district administrators.

Future File:

1. Reevaluation Procedures
2. Diabetes/Health Care Plans
3. Eligibility Pages: SLP
4. Assessment of 12th grade students

Next Meeting: Monday, June 17, 1:00