

## **Administrative Liaison Meeting Minutes**

**September 25, 2017**

1. Kane Co. Director's Meeting.
  - Not interested in participating
2. Secretaries Meeting outcomes
  - Geneva, Can meet on their own, but certain agenda items need attention from a director
  - Meeting hosted in a particular school district and that district director be leader in
  - Next meeting November 27<sup>th</sup>.
  - Designed to share job alike communications supporting each other
  - Host location would guide the agenda items
  - Next meeting to be held in Central SD, set dates and hosting sites for remainder of the school year
3. Assessment Meeting scheduled for October 23rd
  - All agree meeting is not necessary
  - Melissa need district contact information
  - If Melissa is good to cancel we will-does she really need to meet or just communicate (email)
4. Criteria for ODP/IEP completion
  - Criteria: sometimes parent, some need wrap around, demographic of the students attending the program(s), environment (change is necessary)
  - District does IEPs, but each program is prepared differently
  - Some districts allow access to particular school and PowerIEP
5. NIA: referrals, initials, transportation for O & M, 504s
  - District send referral to NIA, NIA does eval and determines eligibility, send information to MV
  - Transition 2017-2018, all referrals to NIA for full year.
  - D303 not O & M 2017-2018, still with NIA
  - & M forms redesigned, criteria/process is district sends referral packet to MV, teach will make assessment of appropriateness
  - MV O & M staff member will assist with Domain, etc.
  - All district directors must sign on referrals for O & M
  - Will develop a form in regards to transporting O & M students; parent signature for permission to go into community-send to director
  - & M flow chart to be completed and send to districts
6. Fox Valley Area Special Needs Resource Fair, 10/14 10-2
  - MVSEC will be attending
7. Nurse services

- A perfect storm of events this year; this will probably be a problem because nurses a commodity and medical needs increasing; expand recruiting efforts; list of subs so we all can pull from
8. Crisis Go
    - Batavia uses Messenger
    - Central uses Skyler
    - St Charles uses Parent Link
    - Kaneland uses Messenger
  9. Student Led IEP date
    - Looking for meeting after January:
    - January 31<sup>st</sup>
    - January 24<sup>th</sup>
    - January 17<sup>th</sup>
  10. Curriculum Initiatives
    - MVSEC Exposure to general education curriculum and typical student engagement
  11. ESY Location (no Mundhall) and dates
    - Fox Ridge
    - 1 school in Central: Prairie View
    - Dates: July 9-August 3, 2018
  12. 2018-2019 Calendar
    - Superintendent driven
  13. Clear and Present danger forms
    - Have threat assessment process and form including, involve police liaison in the process
    - October 6, Behavioral threat assessment workshop. D303: screener for risk assessment; Risk of Harm screener
    - Everyone shares information
    - Do we need a universal evidence based suicide assessment that is clinically based
  14. ESY Forms
    - Shared and will review
    - MV should have universal access to PowerIEP during ESY
  15. Dyslexia Training
    - Geneva: Working with Dr. Susan Hall and has developed training modules
    - Information to come
    - November 10<sup>th</sup> 1<sup>st</sup> webinar
    - Offer available to all