

Administrative Liaison Meeting  
Minutes  
December 12, 2016

1. District News
  - a. D101 has one teacher opening.
  - b. MV has at least 3 TA openings.
  - c. D301 has a SW maternity leave starting in March.
  - d. D304 is starting PowerRtI this year!
  - e. Community Conversation went really well!
  - f. **It was suggested that everyone inform their student teachers about the district openings.**
  
2. Announcements/Reminders/Follow-up
  - a. Professional Development opportunities were distributed.
  - b. Mental Health Partnership March 3. The resource fair and presentation will be held at the Norris Center. The sessions should be opened to counselors, psychologists, social workers and nurses from the member districts. The flyer will be sent right after the break.
  - c. Behavioral Policies should be placed on the District Documents in PowerIEP.
  - d. High School New Pathways Program (2017-18). Anne has had one meeting with GHS administration and has another scheduled for January.
  - e. Talking Points from IAASE Board Meeting were shared.
  
2. SIS/ISTAR/Course Code Updates. MV is scheduling phone conferences with the district liaisons, ISTAR person, and SIS person so that we can review any errors and finalized the communication process.
  
3. Vocational Services. Linda shared very interesting information regarding vocational services. Approximately 100 students participate in the services with nearly 90 participating business partners and organizations. This information will also be presented to the Board at an upcoming meeting.
  
4. Prior Written Notice. No further discussion necessary.
  
5. Mid-Valley's CSN. With our recent resignation in early December, we have hired an RN who is willing to assume the CSN duties. She has just started so we are bringing her up to speed as soon as possible. Carla will be writing to all the head nurses in the districts and the nurses in the host buildings so they can be informed about our progress. It would be helpful if the liaisons also assisted with this communication.
  
6. SW Additions to IEPs. There was a discussion about adding services to an existing IEP.
  - a. Adding services would be a reevaluation because it would be considering additional needs.
  - b. A domain meeting is held and consent obtained.
  - c. Information is recorded on the documentation of evaluation results.

- d. The original 3-year reevaluation date is not changed unless it is within the year of its due date. If that is the case, an entire reevaluation would be conducted.
7. ALOP Plans.
  - a. 0 out of 15 of the GHS students have not been hospitalized. All have been able to finish their classes. They are in Edmentum, small groups, SW, and participate in meetings with parents.
  - b. There was a discussion of expanding this portion of ALOP to other districts and a discussion of the advantages/disadvantages of hosting individual district ALOPs.
8. CLASS Location, composition, cross-cat classes. In the CLASS program and in some of the New Pathways program, there seem to be referrals for different reasons than we have received in the past. We discussed the nature of these referrals and will have more specific information for the next meeting. In addition, with CLASS in two locations, it needs to be staffed higher than expected due to behaviors. We are not able to share staff as we have in the past. There was an additional discussion about locations for this program.
9. Upcoming dates/events:
  - 12/15 Finance Meeting
  - 1/4 Board Meeting
  - 1/18 Transition Compliance Training
  - 1/19 Finance Meeting
  - 1/23 Administrative Liaisons
  - 1/23 Special Olympics Parent Meeting
  - 1/27 Mental Health Partnership
  - 1/27 Psych Network—CBE
  - 1/27 SLP Network
  - 1/30 Initial CPI
  - 1/31 Refresher CPI
  - 2/6 Special Olympics Practice Begins
  - 2/15 IAASE Board Meeting
  - 2/16-17 IAASE Winter Conference
  - 4/30 Special Olympics Regionals
10. Board meeting agenda, January 4, 9:00. The draft Board agenda was changed with the removal of the ALOP discussion. It is too early to share with the Board.
11. PowerIEP items
  - a. SL eligibility page. When should it go live? Now...
  - b. Run reports for testing accommodations. We discussed the reporting templates for accommodations that are due in January.

Future File:

1. Assessment of 12<sup>th</sup> grade students
2. Transportation billing
3. *Transition team to review 12+ referral guidelines*

***Next Meeting January 23, 1:00.***