

Administrative Liaison Meeting
Minutes
June 15, 2015

1. 12:00 Lunch Topics

- a. Mental Health Interagency Partnership Update. Upcoming dates for partnership meetings--All at Geneva Admin PD Room from 8:30-11:00. There was a discussion about the participation of the schools and what this group can offer for students with mental health needs.
 - i. **July 23** Please note date change.
 - ii. September 25
 - iii. November 20
 - iv. January 29
 - v. March 25
 - vi. May 27
- b. Review of 90 tips will be continued at the next meeting.
- c. Diploma vs. Certificate.
 - i. Who gets a diploma vs. a certificate? If they accomplish what's on their plan, then they should get a diploma. Certificate of completion at the end of high school, then a diploma when they complete or leave the transition program, then they receive a diploma. D302 gives a certificate for those with cognitive impairments at the end of their experience. Fran will discuss it further with her district.
- d. Content Enhancement at the High School Instructional Classes. Lisa York, our new behavior coach is also an experienced KU trainer. We are considering having her work with our high school teachers in ND to develop cohesive units of instruction. We are opening this opportunity to the district high-school, self-contained teachers as well. This topic will be discussed once again at the next meeting.

2. 1:00 Visit with Dee James, Possible SLP Consultant. The group asked questions and offered feedback regarding the SL criteria, SLP Network and topics for SLP professional development. Carla and Jen will discuss further terms with her in August.

3. Announcements/Reminders/Follow-up

- a. Extra Mile was distributed.
- b. IAASE meeting notes, 5-20-15 were distributed. No particular comments.
- c. Legal update from IAASE was distributed. No particular comments.
- d. Letter to Gunnel regarding chairs as physical restraint was distributed.
- e. Article re: young adults with autism was distributed.
- f. Student lists to be distributed to districts soon after the coordinators complete their class assignments.
- g. New IDEA application for FY16 will be due June 18-19.
- h. Any student changes over the summer should go to Carla.

- i. August 12 New Staff NetIEP training. We are offering this session for new staff because they will still need to view student records on NetIEP. District folks are welcome, but most will cover this item in their own new staff week.
4. Therapy Equipment Inventory. Carla will email everyone their inventory lists. District personnel are expected to maintain this list. Fran will check with Julie-Ann to see if the district PTs can have access to the equipment inventory. Carla will work out a process with the new PT since we no longer have team leaders.
5. Upcoming events and professional development: (See Professional Development Calendar and/or MVSE website.)
 - a. **7/21 Liaison Meeting (note change)**
 - b. 8/5 IAASE, 8/6-7 Director's Conference
 - c. 8/11-12 PowerIEP Training
 - d. 8/17-18 PowerIEP Training
 - e. 9/4 PowerIEP Training
 - f. **8/31 Liaison Meeting (note change)**
 - g. 9/30-10/2 IAASE Meeting and Fall Conference
6. Proposed future meetings: ~~7/27~~ **7/21**, ~~8/24~~ **8/31**, 9/28, 10/26, ~~11/23~~ **11/30**, 12/14, 1/25, 2/22, 3/21, 4/25, 5/23, 6/20. Those with strike-outs and bolds are changes. Need confirmation from D303.
7. Professional Development Report
 - a. The first CHAMPS trainings went well. There were good conversations. What's next? Some districts need information about next steps from the district administrator. Jen is looking at coaching and how we can assure more growth from those who have been trained in these sessions.
 - b. Assist Training for suicide prevention for SWs and psychs at the secondary level. Jen will set a date and inform the liaisons.
 - c. Mental Health First Aid training for TAs on the County-wide Institute Day? We will need to discuss this topic again at an upcoming meeting. There may be too many conflicts with the TAs, but perhaps it should be offered for certified staff?
8. Board meeting agenda, June25. The agenda was reviewed without changes.
9. Transportation billing/formula. July meeting.
10. PowerIEP Items. The group discussed items. The discussion points are attached.
11. Netchemia transfer (at a minimum)
 - a. Dates
 - b. Goals
 - c. Accommodations, prior to PARCC
 - d. Minutes pages

- e. It will then pull the IEP at a glance.

Future File:

- 1. Extended School Year for HS**
- 2. Transition services decisions**
3. Twice Exceptional
4. Reevaluation Procedures
5. Diabetes/Health Care Plans
- 6. Eligibility Pages: SLP**
7. Assessment of 12th grade students
8. Amendments, when are they appropriate?
9. Use of proportionate share
10. What's special about special education?
11. What's co-teaching?
12. 504 for vision students
13. KIDS Assessment
14. ESY and non-disabled peers

Next Meeting: July21, 12:00-4:00