

Administrative Liaison Meeting  
Minutes  
July 14, 2014

1. Lunch Topics. IAASE Board meeting, lots of other things.
2. News from the Districts
  - a. Mike is here!
  - b. 302, 304 need a preschool teacher; MV needs 2 SLPs; 304 needs an autism m.s. teacher; part-time coordinator/teacher; sped at h.s.
  - c. Intervention coordinator in 304: Dr. Plachetka
3. Announcements/Reminders/Follow-up
  - a. Facilitated IEP training:
    - i. Ccost per participant would be \$250 if we scheduled another two-day training.
    - ii. Next summer, we will schedule it again. It is too difficult during the year to have teams out for two days.
    - iii. This year, we will schedule support group/conference call from the trainers.
    - iv. It was recommended that those who attended training should try it out with some sample families.
    - v. Laurel will share what her teams listed as items they would try right away and items that they will work on.
    - vi. It makes sense to see if we can help each other out with IEP meetings as neutral facilitators.
  - b. Technical Assistance Brochures were distributed with a request for additional brochures from each of the programs.
  - c. Professional Development opportunities were distributed.
    - i. It was suggested that the districts distribute the Professional Development at a glance to their staff through google docs and they can sign-up without having to go through a secretary.
    - ii. MV is going to ABC sign-up to make it more efficient on our end as well.
  - d. Extra Mile was distributed.
  - e. SIS webinar link from last meeting: <http://www.isbe.net/sis/default.htm>
  - f. ISBE Special Education Profiles were distributed with general discussion.
  - g. IAASE Board meeting notes were shared.
  - h. ISBE talking points were shared with highlights discussed such as the DLM implementation, RN webinars, etc.
  - i. Dyslexia legislation update. Carla distributed the current progress of legislation that will require districts to screen and intervene for “dyslexia”.
  - j. School nurse update: Webinar information discussed.
  - k. University of MN Project: Assessment of students with moderate to severe cognitive impairments. Carla will write a letter of support for the students served by Mid-Valley.

1. ISTAC letter. Briefly discussed the recent letter from ISBE regarding the merging of all discretionary projects.
4. Additions to the Agenda: None.
5. Upcoming meeting dates were confirmed: (We will start at 12:00 and share topics.)
  - a. August 25
  - b. September 22
  - c. October 27
  - d. November 17
  - e. December 15
  - f. January 26
  - g. February 23
  - h. March 23
  - i. April 27
  - j. May 18
  - k. June 15
6. Upcoming events
  - a. 7/16 1:00-4:00 CPI Refresher
  - b. 8/6-8 Directors' Conference
  - c. **8/13 8:00-3:00 New Staff IEP training (This is the correct time.)**
  - d. 8/14 12:00-3:00 CPI Refresher
  - e. 8/29 Discrete Trial Training, 8-3:00 MJC
  - f. 9/16 or 9/17 MyServiceTracker training, 3:00-4:00, Mid-Valley
  - g. 9/17 Autism Cohort 2 begins: 8-3:00
  - h. 9/24-26 IAASE Fall Conference
  - i. 9/24-25 ADOS training 8-3:00, NI Food Bank
  - j. 9/26 DSM V, 8-12:00 NI Food Bank
  - k. 10/2 Progress Monitoring/Goal Writing (first of two sessions)
7. Post-secondary data collection: Each district will be responsible for sending out the letters and conducting the survey. Cooperative staff will help, if necessary.
8. Case Management Discussion, 2014-15.
  - a. The name will change to Twelve Plus (SAIL or New Directions).
  - b. Several possibilities for locations were suggested and, during the course of the meeting, Lisa found a possible location.
9. Board Meeting, August 6, 9:00. The agenda was reviewed without changes.
10. ESY
  - a. Things are off to a pretty good start.
  - b. Next year, we have to figure out a way to have current Form 10s included in the packet.

11. Technology Lending Agreement. A form was distributed and will be used only by Mid-Valley.

12. Netchemia

- a. Student Uploading. Each district should check with their tech departments to see if they have been contacted by Netchemia. They want to use a different format for uploading students than they are now. It will require working with the tech staff to make it happen. Carla will contact Netchemia.
- b. Reminder memo changes. All of the reminder memos will be combined into one and will be available under district resources on the website.

13. OT-PT

- a. Any new OT/PT names should go to Linda so she can set up a group email.

14. New requirement, warning signs of mental illness: Plans for implementation. Next meeting.

15. Another new requirement: Sexual predator training all ages, grades (Sarah Erin's law). At an upcoming meeting, we will view the webinar and discuss plans.

16. Just one more new requirement: Indicator 13 checklist, Data Verification Rubric. Next meeting.

Future File:

1. Reevaluation Procedures
2. Diabetes/Health Care Plans
3. Eligibility Pages: SLP
4. Assessment of 12<sup>th</sup> grade students
5. Amendments, when are they appropriate?
6. Use of proportionate share
7. What's special about special education?
8. What's co-teaching?
9. 504 for vision students

***Next Meeting: August 25, 12:00-4:00***