

Administrative Liaison Meeting
Minutes
January 27, 2014

Note: Because of the snow day and the limited participation, the meeting was abbreviated.

1. Announcements/Reminders/Follow-up
 - a. Professional Development opportunities were distributed.
 - b. Class size update: Next meeting.
 - c. Administrator Breakfasts: Suggested dates: June 5 or 6th, week of the 16th? Suggested format/topics? **Because of the Facilitated IEP training, this session in the summer is cancelled.**
 - d. Threat assessment: Send any assessment information to Fran, if you have it.
 - e. Reminder: ESY Referrals are due before spring break; Parent packets are due to us by May 1.
 - f. FABIP Committee: Next meeting.
 - g. Transition Training went well. Update at the next meeting.
 - h. CASE Recommendations regarding MOE were distributed.
 - i. Illinois State Police Reporting Requirements were discussed. No one is especially comfortable with this requirement due to privacy concerns. Updates will be shared as they become available.
 - j. Extra Mile was distributed.
 - k. Technical Assistance Description: Next meeting.
 - l. **Remind staff about the Needs Assessment due the 31st!**

2. Upcoming events
 - a. 1/29, 3/25 Autism team training at Prairie Knolls library
 - b. **1/29 Board Meeting rescheduled**
 - c. **1/29 Finance Committee rescheduled from the 23rd (Please note that the first agenda had the wrong date!)**
 - d. 2/7 and 4/11 ADOS 2 Follow-up, 8:00-10:00
 - e. 2/11 or 2/12 3:30-5:00 IAA Training
 - f. 2/20-21 IAASE, Springfield
 - g. 2/27 Parent Network 7-8:30
 - h. 3/6 Transition Network, 3:00-4:30
 - i. 3/19 or April 16 Difficult to Test Clinics
 - j. 3/20 Year 2 behavior cohort (301-302) Modified CHAMPS
 - k. 3/25 Autism cohort
 - l. 3/26 Board meeting

3. Shared Professional Development : Flyers were distributed.
 - a. February 28: Pam Leonard
 - b. February 28: Anita Archer
 - c. SLP Option
 - d. Facilitated IEPs: June 9 and 10, Pheasant Run. Preliminary registrations will be due before spring break to determine if a second session will be offered. There

was a discussion of who should participate. In general, those who facilitate meetings and administrators. Folks should come at least in pairs.

4. Professional Development Planning for 2014-15: There was a lengthy discussion about professional development. A first draft plan will be discussed at the Finance Committee meeting.
 - a. Topics
 - b. Areas of Support
 - c. County-wide Institute Day
 - d. Costs
5. Behavioral Technical Assistance for 2014-15. For FY 15, various consultants will be hired to meet the needs of the case consultations in the districts.
6. Projections and Enrollment Discussion, 2014-15
 - a. Projections were distributed. Carla will send electronic versions to be updated monthly.
 - b. CLASS (Primary/Int at Western Ave; MS option at GMSS). The middle school option has a viable number of students.
 - c. New Directions. There are students in every classrooms. The building has a maximum number of students at 97 (including 15 Safe Schools students). Some grade levels have room, others do not.
 - d. ELS (Blackberry Creek, Prairie Knolls): Just kindergarten students are necessary for projections.
 - e. ABLE. There was a discussion about RN support in these programs.
 - f. New Pathways; autism at HS; Looks like NP will be about the same; no HS program at this time.
 - g. SAIL. Watching the referrals, all of which are very tentative at this time.
7. New requirement, warning signs of mental illness: Plans for implementation. Next meeting.
 - a. Possible dates: Week of March 24th?
 - b. Maureen Joy from D303 has information about modular presentations from Infinitec.
8. Another new requirement: Sexual predator training all ages, grades (Sarah Erin's law) Next meeting.
9. Just one more new requirement: Indicator 13 checklist, Data Verification Rubric. Next meeting.
10. Netchemia. Next meeting.
 - a. Cross-over minutes (over summer; semesters): an item for the next meeting.
 - b. Printing in Chrome book
 - c. Secretary training, 1/30, 8:00-10:00

11. Board Meeting, January 29, 9:00. The Board agenda was reviewed and discussed without changes.
12. Repairs for Shared OT-PT Equipment. Next meeting.
13. ECE Outcomes: Next meeting.
 - a. Form under special education programs/outcomes system. Are we all using the same form? What form would you like us to use for our ECE reporting to the districts.
 - b. Which assessments are used and required?
 - c. Who should get the forms from the cooperative students and when?
14. Summer Evaluations. Next meeting.
15. 504: Continued at every meeting! At the next meeting, we will discuss the definitions and what each district is doing for evaluations, notifications, etc. Next meeting.
 - a. D101
 - b. D301
 - c. D302—Principals
 - d. D303—Psychs
 - e. D304
 - f. 504s and IEPs: In general, there should be only one document. Accommodations can be entered on the IEP for students who meet all three of the following questions:
 - 1) Have a disability?
 - 2) Does it have an impact?
 - 3) Does the student require specialized instruction?
 - g. Assistive Technology with 504 plans? Related services on 504 plans?
 - h. What is the definition of specialized instruction?
 - i. Does the student require general education accommodations or adaptations? OR Does the student require support, supplementary or corrective services?

Future File:

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

Next Meeting: February 24, 12:00-4:00.