

Administrative Liaison Meeting
Minutes
July 18, 2016

1. PowerIEP items:
 - a. The steps for roll-over were discussed.
 - b. The Summary of Performance was reviewed and should be completed for every exiting student.
 - c. We made changes to the Multiple Disabilities criteria. Carla will communicate with PowerIEP.
 - d. We made changes to the Autism criteria. Carla will type up notes for feedback before sending to PowerIEP.
 - e. We made changes to the S-L criteria pages. Carla will type up notes for feedback before sending to PowerIEP.
 - f. We recommended eliminating the NA on “other factors” and just having yes/no. Carla will communicate with PowerIEP.
 - g. The eligibility form for Intellectual Disabilities is fine as is.
 - h. We reviewed the report that allows us to view incomplete IEPs so that we can check for compliance and training.
 - i. Each district will send PowerIEP their own Release of Information form to be included in the standard documents.
 - j. We decided that we will not be using the separate consent form to “waive the 10-day notice”. We will continue to use the check box on the top of the Conference Summary form.
 - k. PowerRtI next steps: Anne will ask BDS some key questions and report back to us at an upcoming meeting.

2. Announcements/Reminders/Follow-up
 - a. Staff Openings; SLPS and SWs in most districts and MV; RN, CSN at MV; alternative school teacher at ND
 - b. Professional Development opportunities were distributed. There was a discussion about the relative value of the Wilson training and costs. Orton Gillingham has on-line training and materials. Much more user-friendly than Wilson.
 - c. Corrective Reading—Mike will give Carla a few dates to train his staff.
 - d. Handbook Updates were sought.
 - e. D303 might be having a speaker (Hoor Bhanpuri) on the SAT and students with disabilities. Laurel will send more information as she receives it.
 - f. D301 is looking at high school SEL curriculum, School Connect.

3. Assessment Updates
 - a. SATs; accommodations are due to the College Board by August 30th. There needs to be a lot of back-up materials to have the accommodations approved. Carla will check to see if MJC will continue to be a testing site. *Note since the meeting: MV will need to apply through the college boards.*
 - b. Assessment/SIS meeting in September; Carla will start a doodle calendar that will include the ROE ALOP staff.

- c. DLM training? Fran will find out a little more about the needs of her staff member. So far, the webinar training has been sufficient.
4. IDEA Grants. Still no word from ISBE about when the grants will be opened for application. *Note since the meeting: The applications are now open. Carla put in the district allocations in both grants on July 23. Sub-grants should be sent to Carla by August 18.*
5. SL committee (See above.)
6. Projections update/Class lists: Class lists will be sent to the districts the week of July 25.
 - a. CLASS will now be at Mill Creek.
 - b. HS New Pathways will be sharing a classroom with ESL at GHS.
7. Midwest Educational Leadership Conference. Carla attended and was very impressed with the speaker whose topic was mental health in the schools (Shannon Suldo). She may be a very good speaker for Institute Day. At our next lunch meeting, Carla will share some of her presentation in more detail.
8. Upcoming dates/events
 - a. 8/4-5 Directors Conference
 - b. 8/17 PowerIEP New Staff training
9. Board meeting agenda, August 1, 9:00 **Monday**. The agenda was reviewed without changes.
10. The Year in Review. It's been a good year, with the accomplishment of many of the cooperative's goals for solid programming to serve the district students. We still have a little work to do! We hope to share monthly programmatic student growth reports with the liaisons during this school year.

Future File:

1. Assessment of 12th grade students

Next Meeting: August 29, 12:00