

Administrative Liaison Meeting
Minutes
May 18, 2015

1. 12:00 Lunch Topics
 - a. Mental Health programming, school refusal: start with attendance patterns in elementary grades; parent involvement; off-site setting; on-site virtual learning; on-site counseling; professional development, engaging the correct people in the conversation (district conversation); developing a process for using Edmentum
 - b. We reviewed Item 1 (RtI training as it relates to special education entitlement) from the 90 Tips Information.

2. Announcements/Reminders/Follow-up
 - a. Professional Development opportunities were distributed.
 - b. The next mental health breakfast will be May 29 from 8:30-11:00 at the Geneva offices.
 - c. Lisa P is one of the Batavia HALL OF HONOR AWARD WINNERS!

3. IDEA Grant Amendment
 - a. May 22 Drop Deadline for Amendment for FY15. Tentative allocations were distributed.
 - b. New application for FY16 will be due June 18-19.

4. ESY Reminders
 - a. Paperwork is so much better!
 - b. ESY data collection on goals. Please remind staff that if they have specific data that they would like collected over the summer that they should send the information with the student's name. We will give it to the appropriate teacher.
 - c. It appears that there the new process to recommend related services has decreased the number of minutes required.
 - d. Please remind districts staff that we are assigning students to teachers by mid-May and that transportation lists and tuition estimates will be sent as soon as the placements are confirmed.

5. Projections
 - a. Final date for fall projections, **May 20** in light **Blue for Spring** on the spreadsheets in google doc.
 - b. New Pathways update. We will be opening one additional classroom (a total of three) at Fabyan Elementary. We are grateful to Dr. Mutchler and Anne for their efforts during this very busy time of year.

6. Information regarding the Transition Assessment and Goal Generator (TAGG) from the Zarrow Center in the University of Oklahoma was shared. MV has been experimenting with the tool in order to program for transition students and show growth. Districts may

wish to pilot this tool as we continue our discussion about data-based decision making for referral to services.

7. Upcoming events and professional development: (See Professional Development Calendar and/or MVSE website.)
 - a. 5/21 NIA Luncheon
 - b. 5/22 SAIL Graduation Breakfast
 - c. 5/26-27 PowerIEP Training
 - d. 5/29 Mental Health Breakfast
 - e. 6/2 Graduation MJC 10:00
 - f. 6/1 Power IEP training
 - g. 6/3 Power IEP training
 - h. 6/8-9 Facilitated IEP training
 - i. 6/15 Administrative Liaisons and End of Year Celebration
8. Professional Development Report
 - a. CPI
 - i. Initials—hours and lunch; one day initial trainings rather than 1.5 days.
 - ii. Requests from the districts. There may be more requests than Jennifer can handle. We would suggest that the cooperative assign an additional trainer.
 - b. Jennifer shared the professional development and behavior/instructional coaching report that will be shared with the Board.
 - c. Jennifer will contact the SL consultant and will invite her to the next admin liaison meeting in June if she is interested.
9. Board meeting agenda, June 3. The agenda was reviewed without changes.
10. Transportation billing/formula. At the next meeting, Carla will share information regarding transportation billing for routes during the day to community or vocational sites.
11. PowerIEP
 - a. Items for the “document library were reviewed. **Each district will send Carla and electronic copy of those items they would like to add to the system (including District Behavior Policy that was determined at our last meeting).**
 - b. FABIP forms will be altered to include a data collection and plan integrity section. The competing pathways will be included as a separate document and used as a worksheet.
 - c. Confirm training dates and attendance. We reviewed and confirmed the training dates. **Each district will review the list to assure that all appropriate staff are assigned to the appropriate dates.**

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: June 15, 12:00-4:00; Refreshments