

**Administrative Liaison Meeting Minutes  
August 28, 2017**

**1. 1.0 VI hired (projected):**

Need to revamp caseloads and will be sent to districts ASA completed. Training in mid-September to ensure initial evaluations will be completed by MVSEC. Moving away from NIA, proposed by mind-year. O & M up and running.

**2. PowerIEP ESY Access (Behavior incidents):**

In order for that feature to work, the teacher needs to be assigned to a building. ESY all teachers are assigned to all buildings. Only feature they cannot access. Lisa P will reach out to PowerIEP to see if this can be rectified

**3. ESY service minutes:**

Batavia interns are working on ESY paperwork and placing on Goggle forms. Will be sharing with MV; Checks and balance will include approval by district. Creating forms that are fillable.

**4. SIS platforms:**

eSchool-Geneva; Tyler-Kaneland, eSchool-St. Charles, Powerschool-Batavia; Central-Skyward.

**5. Fox Valley Career Center:**

Use but mostly general education students; New Directions students have utilized.

**6. Advanced FIEP October 10:**

\$100 per person; those who have gone through the initial in the last 14 months; Geneva wants to determine who will have access to advanced; May not have anyone available

Geneva doesn't have the capacity to conduct true to form FIEP.

Advanced better suited for those moving towards administrative roles

Primary interest of liaisons for student co-facilitated IEP training

MVSEC will schedule student co-facilitated training

Most people accessing the training are from outside cooperative

**7. KIDS Assessment:**

303 had summer training, not sure how it will look different for IEP students; Batavia-no changes for special ed students because its all observational

On the assessment page mark "yes" for state assessments and list the classroom accommodations

Lisa will share the FAQ created by Batavia as a resources

MV teachers have not had training, must do within 40 days.; 6 teachers need to be trained.

No idea if privately placed are being assessed

**8. Medicaid information-Registration:**

NPI registration: <https://npiregistry.cms.hhs.gov/>

Will scan the walk-through registration directions to districts

**9. Finance Committee Meeting dates (Sept/Dec/Feb):**

September 25 next liaison meeting, will participate; December 18, February 26

**10. ESY Location (no Mundhall) and dates:**

Discuss with Board meeting (specifics)

**11. Board workshop agenda:**

Capital projects; strategic plan; district update on programming (what is happening in your district); time management awareness (meetings scheduled) as well as invites.

**12. Define “referral” process:**

A referral is not a referral until every part of the referral is completed and submitted to coordinator; how long are the students in que? paperwork can be redundant; referrals for multiple programs

**13. Pulling from ‘specials’:**

Rationale: missing a special once week is like missing a whole week, plus missing is taking a student from a preferred activity

**14. When is it a district versus MVSEC initial:**

When a student is in a MV program, who does the three year re-eval? MVSEC. If the student is in inclusion 50% or more, typically district does re-eval; potentially a case by case basis-open communications and discussion; alert early (September) evals

**15. Hiring from other districts:**

Because MV pays more, paras are leaving district program and going to MV-same class in same building; when possible, try to give each other the heads up; start dates 2 weeks.

**16. Nurses do G tube feedings:**

Kaneland down a nurse; found someone for Tuesday/Thursday but still down 1 nurse-thank you Kaneland for your nurse’s assistance

