

ADMINISTRATIVE LIAISON MEETING MINUTES

MONDAY, DECEMBER 18, 2017

1:00 PM-4:00 PM

1. Finance Committee Meeting
 - See notes from N. Sporer
2. EpiPen
 - Geneva has supply in each building, will find out how to get medical prescription
 - Other districts students bring own
3. ESY Programs/Needs
 - Did the services meet the district's need? Yes
4. Class versus 1:1 Instructional Assistants
 - Program support versus 1:1, approve of moving forward
 - Accommodations: documents areas where student needs more assistance versus direct 1:1 throughout day
 - Help provide district ways to have that conversation
5. New class for New Directions
 - Approve and will discuss with Board
6. OT/PT Job Descriptions
 - Bring this on January agenda
 - Group will discuss next steps as related to MVSEC
 - Share salary schedule
7. Social Work Minutes on IEPs
 - Current process is SW program based
 - AG-position that SW should be listed under "Related Services"
 - Got approval from S. Koruna as to how to code/write in Medicaid
 - CLASS and New Directions have not changed model-include SW minutes
 - SW goal means SW minutes
 - Remove SW goal when SW program based; data still being collected, just not through the IEP goal
 - BIP goal = SW minutes
 - Relates to ELS, New Pathways and SAIL program
 - SW may be provided differently on the district level than cooperative based upon the services of the particular MVSEC program
 - Liaisons will receive quarterly report/data to see how progress is being monitored
 - Fidishin will investigate further from a legal aspect

8. IEP Amendments

- Anne: only time Geneva creates is when a meeting is not in person
- Others: anytime there is a change except minutes, placement; mostly it's an accommodation, goal

9. Nurse Absence Procedures

- Have had conversations with all vendors to ensure adequate coverage in case of illness
- All building nurses should have access to health plan for all students including MVSEC

10. Transportation to out-of-state placements

- Fidishin looking for list, but often the facility will make recommendations