

GRREC SPECIAL EDUCATION

GRREC SPECIAL EDUCATION DIVISION MEETING MINUTES

June 21, 2013

In Attendance:

DISTRICTS -

Adair – Anita Goode	Elizabethtown – Kristin Froedge	Monroe – Jamie Stanford Conkin
Allen –	Glasgow – Alisha Richardson	Monroe – Linda Hunt
Barren - Cynthia York	Grayson – Monica Heavrin	Ohio –
Bowling Green – Vicki Writsel	Green – Rhonda Simpson	Owensboro – Kim Johnson
Breckinridge – Mike Simpson	Hancock – Aleta Sisk	Russell –
Butler –	Hardin – Kim Adkins	Russell – Verlene Rogers
Campbellsville – Joni Davis	Hardin –	Russellville – Linda Shelton
Caverna –	Hart – Donna LeFevre	Simpson –
Clinton –	LaRue –	Taylor – Traci Sharpe
Cloverport – Brenda Ritson	Logan – Barry Goley	Todd – Kim Justice
Cumberland –	McLean – Sherri Turley	Warren –
Daviess – Robin Bush	Meade – Nancy Mitcham	West Point -
Edmonson –	Metcalfe – Jamie Moss	

PARTNERS –

Campbellsville University –	KSB –
Campbellsville University –	KSD –
KAES – Alex Fitzpatrick	RTC – Bill Porter
KSD -	WKU –

GRREC SP ED STAFF:

Amanda Abell	Donna Link	Deb Myers
Beth Carter	Kathy Maciel	Shea Rogers
Pat Kelley	LeAnn Marksberry	Randi Womack

GUESTS:

Melinda McNew – Monroe Co
Pam Coe – KDE
Dale Ashley – Retired DoSE, Edmonson Co.
Matthew Hunt
Beth Rogers
Patricia Walden-Retired DoSE, Monroe Co.

Welcome and Introductions

The GRREC Special Education Division met for its monthly meeting, on Friday, June 21, 2013, at 9:00 a.m., at the GRREC offices. Donna Link opened the meeting with introductions and then Amanda Abell led a reflection on GRREC Special Education Division *Then & Now* and what everyone has learned over the past year.

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Our Journey

Donna Link

Donna Link had emailed several DoSEs to receive feedback on the Integrated Services Delivery Model. Donna then shared some of the responses by PowerPoint.

Donna then shared the strategies that GRREC is focusing on that fall with the Proficiency Delivery Plan, CCR and GAP Plan.

We are collecting data on some of the strategies. Donna asked that if teachers receive an evaluation that it is important that we receive responses in order to measure our effectiveness.

Donna shared that Johnny Collett is looking to GRREC to be a regional model on the following:

- PGES
- Rti
- Teachers of Low Incidence
- Emphasis on capacity building

Donna mentioned that GRREC Special Education Division will attempt to provide 3 Core Data Planning Teams this year. One team will be for the northern districts, one team for the southern districts, and one team for the eastern districts. The teams will help districts review district data and set up needed services of the district and see how GRREC can service all districts on a more personalized level.

Donna shared that we now have three Area Coordinators, Beth Carter – North, Amanda Abell – East and Shea Rogers – South. They will be working closely with districts to schedule time to meet to review data and design plans for GRREC support.

The PowerPoint will be posted on GRREC website.

Transition Needs/Updates

Beth Carter

Beth and LeAnn have come up with a comprehension plan that can be customized for each district.

Beth shared the CCR services she and LeAnn considers a priority. Beth will then follow-up with all districts on what DoSEs consider their needs will be to move forward this coming year.

- Transition Boot Camp – for new teachers or teachers that need a refresher course on compliance. Transition Boot Camp will be aligned with the PALs framework. The plan is to include middle school teachers this year. Also will be combining middle and high for low incidence.
- Compliance. Beth and LeAnn are working on making sure all districts are 100% in compliance. The goal is to have these types of training completed by November 1st and then have another training for new teachers in the spring. If districts know they will have new teachers, please email Beth. The trainings will be done geographically.
- Follow-up Services – this would be beyond compliance. Will be looking at individual customized services for students using assessment to take them beyond compliance for good outcomes for students.
- PCP. Offer a general training for teachers to understand how to do that themselves but then by going in and offering follow-up by facilitating a training in the school with a family and then to build capacity so the school can then provide for other students.

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- Self Advocacy. GRREC districts are at various levels/skill ranges regarding self advocacy. Beth and LeAnn would provide training based on district or individual needs.
- CBI. Needs to be linked to instruction and post secondary goals. Training can be provided as needed.
- Career and Tech Ed. There are new resources and things happening in the state with career readiness.
- Other – What DoSEs feel they need or innovative ideas they would like to share.

Please let Beth know by August 13th how many new teachers you have and/or needs that you may have.

Policies & Procedures

Beth Carter

Revising policies and procedures has been recognized as a need. We do not see that reauthorization will not take place from Congress anytime soon.

An idea on how to do that would be to have a regional work group that would identify issues that need to be addressed, ex., restraint and seclusion. Some things will be language/vocabulary only but some changes will be what needs to be included in board policy.

As this is a lengthy procedure, a workgroup could be formed to identify what issues need to be addressed and then work together to get that language. Once in place, the changes can be adapted to individual district board policy. If the group is a larger workgroup, there could be breakout session following some of the monthly directors meetings.

Let Beth know if anyone is interested in participating.

If you are doing this yourself and there aren't specific policies in place on how to change policies and procedures and you want to get started, usually an acceptable procedure is to:

1. Identify the policies and procedures that need to be changed.
2. Make your corrections by striking out the current language but making sure the original language can be read.
3. Take the changes to the board with two readings with the second reading being the adoption of the procedure. You do not have to have the changes approved by KDE.
4. Re-post the corrections on your district website.

Infinite Campus

Beth Carter

Beth Carter emailed Michael Ford regarding an issue with Infinite Campus. There is an issue with the participation guidelines. It is being called Certificate of Attainment instead of Alternative Diploma, and parents are refusing to sign it. Until the language is changed, the advice both Shea and Beth are giving is to cross out on the hard copy Certificate of Attainment and write in Alternative Diploma, initial it and have the ARC Chair initial. Beth Carter asked Michael Ford to take the change request to Infinite Campus.

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Grad Nation (for Dropout Prevention)

Beth Carter

Americapromise.org

There is a great website for graduation rate and dropout prevention. It is a blend of what Collin Powell and his wife started for dropout prevention and now the Gates Foundation has jumped on board. There are ideas for Dropout Prevention, Volunteerism, ect... Lots of information for graduation rate and dropout prevention.

PASS Program

Kathy Maciel

We have 16 districts currently participating and 2 new districts coming on board.

- There is an implementation training scheduled for July 1.
- PASS Refinement training for July 12.
- Data Plus/Data Collection training for July 2.

The Behavior Plus software resources have been developed to partner with the PASS program. Kathy has been given a quote of \$17,000 for the first year and \$25,000 the next year for her to have access to all participating districts information. If PASS coaches give Kathy their report information, we wouldn't need to pay the \$17,000. \$350 per school, \$160 to train the administrator and \$80 to train other staff. Kathy is still in negotiations.

GRREC had agreed to pay for the trainer to come to the July 2nd training and we would pay for the travel expenses but since there are only 9 signed up, Kathy will speak to him about a webinar if he doesn't come to the training.

Another option is that Kathy would meet with the district PASS team and do a half-day training and then she would go back and work with the team as a follow-up. That seems to work. If anyone has any thoughts about PASS or Behavior Plus, please email Kathy.

SCM Trainings Update

Kathy Maciel

We would like to be able to offer SCM training recertification. In order to continuing to offer the trainings at a reduced cost, we need to have participation by the districts. Discussion centered around trainers and core team training needs. Kathy stated that it is a possibility that GRREC offer the recertification of trainers the second week of June. There is an online portion of the training centered around the theory then the physical part will have to be worked out.

Bill Porter Update:

Frankfort P2R situation. Changed the timelines for the cohorts spread it out to two year period instead of one year for the Preschool Program Review process. That should work out better for participating districts.

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Changes in the ELLEN (Early Learning Leadership Team) Team: Dr. Sylvia Deitrich, WKU has expanded duties and therefore Dr. Penny Adams has been brought on board to work with the ELLEN teams. The remaining ELLEN Team members are KDE, Janice Logsdon and Early Childhood Specialists, Nicki Rowe and Charlie Brown. Also Beth Shafer from Warren Co Schools has been hired to work with the ELLEN team.

Transition Agreement in the Barren River Area: If you are in that area, you should have received the agreement through email. Please sign and return.

Summer Institute: July 23 & 24 at the Knicely Center. Already over 200 people have signed up. Bill handed out the first draft of the program.

Policy & Procedure: There may be some Early Childhood issues that need to be addressed within the Policy and Procedures update/changes to take place within districts.

KYCASE Conference: Kim Johnson reminded that the conference is July 8 and 9. Alternative Hotel arrangements will be sent out as Embassy Suites is booked up. Julie Weatherly, Special Ed Attorney from Alabama will be there July 8. She will be speaking on Hot Topics/Legal Issues. Then the second day several directors will be doing workshops on legal issues, parents issues and KDE will be there in the afternoon with updates.

National CASE Leadership Seminar: Rhonda Simpson: July 14-17 will be the National CASE Leadership Seminar in Arlington VA. Kathy has held onto her room at the Old Hilton in Arlington if someone decides to go and needs lodging. It is a chance to meet with the politicians and lobby for special needs kids. If someone would like to attend, please contact Rhonda Simpson. Mike Simpson is considering and will let Rhonda know. CASE will pay mileage and hotel accommodations. Monday the 15th is the training/meet and greet. Meetings with politicians to speak on education will be on Tuesday.

PGES

Alex Fitzpatrick

Internal documents have been prepared by some supervisors and are floating around to help Principals and other Evaluators to get through the certification process. Barry would be glad to share those if there is interest. Alex will email to Amanda and Donna to share.

ARC Chair Training:

Shea Rogers and Beth Carter

Shea had planned to give updates and where the SLD team is in the process of updating the ARC Chair Guidelines but there will not be any updates or draft available until CASE in July. Shea and Beth will be back in Frankfort in August to work some more on the document and on August 27, Denise Bailey will be inviting DoSEs across the state to come to Frankfort to go over, review and give more guidance on the draft. Denise will be sending out information soon.

Denise wants to also roll out an updated sample Accommodations/Modifications form and an annotated Accommodations/Modifications form. Hopefully it will come out with the ARC Chair document.

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As of July 1, since most districts will be conducting their own ARC Chair trainings, what you have in your ARC Chair training folder, will be also put in Dropbox. Shea handed out a sample of the folder. Also Shea has applied for the EILA 3 hours of credit. It will also be on Dropbox. Shea will also reapply for 6 hours of EILA credit for new ARC Chair trainings. The lengthy ARC Chair training will also be on Dropbox. The link for the DoSEs will be put on the website.

Beth and Shea will also be available for ARC Chair trainings when there is a need but it seems to lend to credibility for districts to do their own training. Also, a suggestion is that each district take smaller chunks of the training in areas you think your district needs and train monthly.

Beth also put in the folder optional activities that Shea would do if she came into the district. If you need help looking over the larger version and identifying what might be helpful to your district, that would be a good way to utilize Beth and Shea.

The reason the checklist, the referral and agenda is on the left side, is that in regard to these documents, feel free to use your own. Beth and Shea just felt the documents they included are more comprehensive.

Starting with the yellow document, the first policy letter, going all the way to back were intentionally put in the folder as some of the documents may be new to ARC Chair team and these documents are ones that Beth and Shea see that come back to haunt us in CAPS.

*Policy Letter on eligibility – information to really understanding and teaching them adverse effect and making them aware of what to do for eligibility.

*Response to Intervention

*Options for determining placement – KDE needs a meaty description of why you want a placement.

When reviewing the folder, if you come across something that is a glaring error or doesn't make sense, please let Beth and/or Shea know.

Shea also let the group know that she will still be available for IEP Training.

State Role Group met in May. There is, under the SPDIG grant, one of their priority areas is "What does CCR look like for the 1% low incidence group". There is a workgroup formed. Jill Griffith is directing the project. Defining for those students, "What is CCR" and they have compiled an electronic guided tour of the ILP so your low incidence teachers can have better access and better utilize the ILP. Beth and LeAnn looked at it and are pleased with their work. They have taken the CCR chart to be College Career Ready, they are adapting it to low incidence students, so it will be more clearly delineated with what the rest of the school is doing. Also, Johnny has asked for the group to also look at self-advocacy.

Guests

Dale Ashley, retired DoSE from Edmonson Co updated the group on what he is doing since retirement. Pam Coe, former Director of Caveland, also gave an update on what she is doing.

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Lunch & Celebrations:

After lunch, the group celebrated the first year directors: Jamie Moss, Metcalfe Co; Kristin Froedge, Elizabethtown Independent; Monica Heavrin, Grayson Co; Linda Shelton, Russellville Independent.

The group also celebrated Cynthia York, new director at Barren County. Karen Harlow, Allen Co. and Sandy Dick, Russell Co. were not present but are also new directors beginning the 2013-14 school year.

The group also celebrated Verlene Rogers change in position from DoSE to Special Ed Teacher.

The group celebrated the retiring DoSE, Linda Hunt, Monroe Co.

The group gave a basket of items for Kristin Froedge who is expecting a baby.

Janet Cooke is also retiring from Allen Co.

The group celebrated 2013 CEC Special Education Director of the year. GRREC had 3 nominations: Michael Ford, Nancy Mitcham and Vicki Writsel. The winner was Vicki Writsel, DoSE from Bowling Green Ind. Vicki will also be honored at the fall CEC conference in November.

The meeting adjourned at 1:15 pm.