



MESD PROGRAM ADVISORY

Date: April 3, 2019 1:00 – 2:45pm

Meeting Minutes

Structure of meeting:

- o **Future meetings set for the first Wednesday of the month, 1-3:30 pm**
- o Agenda items to Wendy 2 weeks in advance, including time needed for each item
- o If necessary, agenda items can be added at the start of the meeting and will be discussed if time allows
- o Finalized agenda to members 1 week in advance, with electronic handouts when possible
- o Meeting minutes sent to members within 1 week following meeting
- o Guest speakers will be at the front end of the agenda

ξ **ATTENDING:** Denise Wright, Centennial SD; Jeanne Swift, Corbett SD; Lisa McConachie, CPR; Mary Pearson, Florence Protopapas, David Douglas SD; Lisa Grotting, EI/ECSE; Acting Chairperson, John Koch, Gresham-Barlow SD; Michelle Markle, Parkrose SD; Mary Mertz, PPS; Paula Robinson, Riverdale SD; Todd Greaves, Ann Vrabel, Joni Tolon, Laura Conroy, Paulina Leperi, Traci Silverman, Karen Daniels, Wendy Mendez, MESD

ξ **Approved February 2019 Meeting Minutes**

Crossover

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Keri Barnett, Alexandra Lowell, Multnomah County Health Centers	20 Min.	How to Note Program on 504/IEP Updates on Immunization Numbers and Clinic Openings and Closings	X	X		<i>Handout</i>
<p>Keri and Alexandra introduced themselves and briefly outlined changes in School Based Health Center clinic locations. Currently in process of closing K-8 clinic locations. Will serve K-12 at the High School building locations. Cesar Chavez K-8 clinic will close on June 6th and the George MS clinic will close June 7th. New clinics will open in Gresham and Reynolds for the Fall. The clinics will be housed in temporary locations on campus with permanent sites projected to be ready by Fall 2020. Handout distributed that provides guidance for school counseling teams when referring families to their nearest Student Health Center including a School Referral Form for Medical Evaluations. The Parent/Guardian Checklist: Using Student Health Center for medical evaluation form with Health Center locations listed was provided as a handout. Immunization Clinic site vaccine totals for 2018-19 handout was also reviewed. Includes comparison between 2017-18 and 2018-19 by clinic location. Increase this year over last. Suspect measles outbreak contributed to increased awareness and vaccinations. Announced that County Public Health will not provide</p>						

immunization clinics next year but School Health Centers will continue to provide clinics.						
Laura Conroy, Paulina Leperi, MESD	40 Min.	Strategic Plan District Satisfaction Survey Results District 1:1 Conversations to Help Identify Needs	X			<i>Handout</i>
<p>Laura introduced herself and MESD Data Analyst, Paulina Leperi. A copy of the MESD 2019 Stakeholder Satisfaction Survey Results Summary was provided as a handout and reviewed by Laura. Survey is used as baseline for how MESD is doing on meeting districts needs. Overall Satisfaction with School Health Services was 95% and Overall Satisfaction with Special Education was 91%. Student Services Advisory Committee monthly meetings were determined to be a “Good Use of Time”. Will work to shorten the survey for 2019-20. Laura will be reaching out to Directors to schedule a one-to-one meeting for the purposes of listening: to areas of concern that may not have been addressed in the survey, pinch points, or for venting. Not intended to be for conversation but rather a listening meeting. Meetings will be 1-hour in length as Director’s schedules allow. It is okay to decline invitation to meet.</p> <p>Laura provided brief history of current Strategic Plan and stated that the current plan cycle is coming to an end and it is time to refresh. Meeting participants were invited to provide feedback on the new goals for 2019-20. Taking into consideration:</p> <ol style="list-style-type: none"> 1. What’s missing? 2. What’s not clear? 3. Other questions you may have. <p>Goals were displayed on Poster Pages and participants were given sticky notes to write comments and stick onto corresponding goal. Feedback offered will be provided to team leaders and incorporated into new Strategic Plan draft. Laura thanked Directors for their participation in the survey and Strategic Plan.</p>						

Student Services

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Ann Vrabel	5 Min.	Health Information for Student Handbooks	X			<i>Handout, Link</i>
<p>Health Information for Student Handbooks was provided in Director packets and briefly reviewed by Ann. Ann emphasized the Health Screenings section stating that parents are usually unaware that MESD offers hearing and vision screenings. Student Health Services information is updated this time each year for districts use in the Student Handbooks for Fall and in newsletters throughout the school year. The information is also available on the MESD School Health Services website. See link below. www.multnomahesd.org/uploads/1/2/0/2/120251715/2019-20_student_handbook.pdf</p>						
Joni Tolon	10 Min.	MOU Facilitator Position for 2019-20		X		
<p>Lorena Campbell met with several Superintendents before Spring Break but not all. Lorena will continue to meet with Superintendents. Directors were asked to speak with their Superintendents regarding supporting the MOU Facilitator position next year. It was suggested that the Superintendents at the Superintendent’s meeting should discuss it. The position will be included on</p>						

the MESD Service Plan for 2019-20 available for district purchase with resolution. Brief discussion on moving location of MOU meetings from downtown to MESD Administration building and piggybacking on an existing standing meeting such as the Student Services Advisory Committee meetings or Threat Assessment. Final decision would require input from all affected participants.

Additional Agenda Items

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Lisa McConachie, CRP	10 Min.	Updates	X			
<p>Lisa has been keeping Directors informed on Regional Programs funding through email and will continue to do so as changes occur. Regional Programs Referral forms for 2019-20 will be emailed to districts. IDEA Assurances form is due 6/30/2019. ASD contracts are status quo. Student population has grown. Kinder Cohort Training scheduled for June 26-27. Primarily for Kinder Teachers with focus on materials to set up classroom, coaching and follow up.</p>						
Todd Greaves	10 Min.	Proposed Change to Restraint and Seclusion OAR	X			
<p>Stacey Michaelson and Joni Tolon recently met with Senator, Gelser in Salem regarding a proposed change in the Restraint and Seclusion OAR. The change would prohibit the use of supine holds. Safety Cares Supine holds allow for staff to hold hands and/or feet of students. The Supine hold is necessary in order to keep students who experience SIBs safe and unharmed. Joni asked for an exception to the proposed change in these particular instances citing the likelihood that some students would not be able to attend school otherwise. Senator Gelser told Joni, there would be no exceptions granted. If approved by Legislators change will go into effect July 1st. It was suggested that Senator Gelser and others voting on the change be invited to visit Wheatley and include district Directors on the visit to help provide clearer understanding of potential consequences of change. Todd and Joni will act on this suggestion.</p>						
Todd Greaves	5 Min.	Announcement	X			
<p>Todd announced that after many years of service Ann Vrabel is retiring at the end of this school year, working through June 30th. Todd thanked Ann for the wonderful job she has done for students and expressed how much she will be missed by staff. Directors expressed their thanks to Ann for all of her support and dedication through the years. Ann is in process of training Jamie Smith, who was hired as Ann's successor in the School Health Services Coordinator position.</p>						