



MESD PROGRAM ADVISORY
Meeting Minutes

Date: December 6, 2017 1:00 – 3:30pm

Agreement on Agenda Content/Deadline for Agenda Requests and Calendar of Meetings for Year

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

§ **ATTENDING:** Denise Wright, Centennial SD; Jeanne Swift, Corbett SD; Barbara Kienle, David Douglas SD; Lisa Grotting, EI/ECSE; John Koch, Gresham-Barlow SD; Brenda Martinek, PPS; Lisa McConachie, CRP; Michelle Murer, Reynolds SD; Paula Robinson, Riverdale SD; Peter Fitzgerald, U of O; Toni DePeel, State of Oregon; Tom Eby, Multnomah County; Todd Greaves, Ann Vrabel, Joni Tolon, Lizzie Juaniza-Saso, Wendy Mendez, MESD

§ **Reviewed and Approved November 2017 meeting minutes**

Crossover

Peron	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Peter Fitzgerald, U of O YTP Technical Assistance Provider	15-20 Min.	Youth to Transition Program (YTP) and SWEP (Summer Work Experience Program)	X			<i>Handouts</i>
Peter introduced himself and provided a brief summary of his experience including starting work at the Beaverton SD as a Sped Teacher, then going on to work with YTP. Peter briefly reviewed each of the handouts and emphasized Voc Rehab views disabilities differently than Special Educators by using diagnostic terminology rather than eligibility disability codes. YTP assists						

with translation of disability codes into functional terms/functional barriers as impediments to employability. Peter also emphasized that YTP works to build bridges between school districts and Voc Rehab. Peter closed by encouraging all to visit the YTP website at ytp.uoregon.edu

Tom Eby, Multnomah County	15 Min.	SBHC Update	X			<i>Handout</i>
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Tom thanked districts for welcoming the SBHC into the schools. SBHC locations offer all services that would be done by Primary Health Care providers including immunizations, sports physicals, mental health counseling, and yearly/well child check-ups for grades K-8 at no cost to individuals. Half of all appointments are same-day accommodating walk-ins. SBHC follows an “all comers” model for K-12. All HS SBHC locations are K-12. HS age students are asked to not go to SBHC located in the elementary schools. As of this year, all 12 SBHC locations can provide age appropriate reproductive health services. Ann V will provide a list of the SBHC locations to each of the districts.

Student Services

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Joni T.	5 Min.	Regional School Psych Meetings	X			

Joni discussed all districts coming together later this year for a district-wide School Psychologist meeting. This was proposed by two component district psychologists. Topics to include, executive functioning-how it looks in the classroom and cognitive behavioral therapy. Joni will coordinate and send out emails. Joni asked for all Directors to send her their school psychologist emails. Districts agreed to do this.

Joni T.	10 Min.	Trauma Informed Care Transition		X		
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MESD and Multnomah County Mental Health have coordinated efforts for Trauma Informed Care practices 1-day trainings and 2-day “Train the Trainers”. At the end of this year, MESD under the coordination of Elana Emlen with Joni’s support will be conducting the trainings for TIC and monthly meetings. There have been two 1-day trainings and a 2-day trainer workshop already held this Fall. Another 1-day training and one more trainer workshop will be held in the Spring. Joni and Elana will send out an email letting districts know. It is suggested that each district have trainers who have been TIC trained for capacity building.

Joni T.	5 Min.	Sexual Incident Report Team	X			<i>Conference flier attached</i>
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Component Districts have asked for support with issues involving students touching other students. Joni spoke with Salem-Keizer staff who have this team already in place. They have created a SERP training for the area on February 1-2. Most of our component districts are sending staff. Approximately 40 openings.

Link to sign-up: <https://www.wesd.org/Page/842>

Todd G.	10 Min.	Program Updates	X			
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Program enrollment summary provide to each of the district directors in their meeting packets. Wheatley Elementary classroom is now full. We are looking at opening a new classroom at Wheatley serving grades 4, 5, 6. In process of hiring new teacher and hope to open shortly after winter break.						
Todd G.	5 Min.	Ainsworth Transition Classroom Update	X			
The FLS Transition Program will remain in its current location. Parent/students were notified of this through a letter sent home. Todd stated his commitment to solicit input from district directors prior to any future movement of program locations.						
Todd G.	10 Min.	MDT Child Abuse Committee Discussion		X		
State statute requires MESD to share information discussed at the meetings with district directors. Todd will follow-up to confirm that this means information that is non-confidential, nor part of current ongoing litigation.						
Todd G.	15 Min.	SHS & Sped. Local Service Plan Program Descriptions - Updates and Feedback		X		
Todd is in the process of getting input from each of the component districts. A copy of the School Health Services and Student Services section of the service plan corrected to include suggestions/recommendations already received were included in each of the director's packets for review. K-4 will be added next to Knott Creek. Page 3 – Therapeutic Classroom, will add K-4 at Knott Creek.						
Ann V.	15 Min.	Discuss/Receive Input Regarding Policies for Communicable Diseases – Students and Staff		X		
Ann is currently working on MESD policy, which she will share, with each of the districts by bringing the template to the January meeting.						
Ann V.	10 Min.	SHS 2017-18 Staffing Options	X			<i>Handout</i>
Ann reviewed the staffing options handout-noting Districts are required to report ratios to ODE in the Spring (May). Ann will share information from last Spring with each director. Directors asked that Sam B. share the information with district superintendents through the Superintendents Meeting. Todd will relay this request to Sam. Ann noted the difficulty-hiring nurses this year.						
Ann V.	10 Min.	Immunization Updates <ul style="list-style-type: none"> • Parent letters were mailed the week of November 13th. Two thousand fewer letters were mailed in PPS this school year. • An immunization training was provided for Reynolds District staff on 11/22/17. 	X			

Letters mailed to the districts. County clinic dates are not available yet Ann will share when she receives them. Phone calls to families have already begun offering resources for getting needed immunizations.

Ann V	10 Min.	Q&A Related to Delegation	X			<i>Handout</i>
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Ann asked directors for feedback on Q&A (*attached*) requesting that comments be sent to Wendy Mendez.