



MESD PROGRAM ADVISORY
Meeting Minutes

Date: October 11, 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, MECP; John Koch, Gresham-Barlow SD; Michelle Markle, Parkrose SD; Brenda Martinek, PPS; Michelle Murer, Reynolds SD; Lisa McConachie, CRP; Todd Greaves, Ann Vrabel, Joni Tolon, Scott Ryan, Kari Sanders, Erick Welsh, Wendy Mendez, MESD

§ **Reviewed and /Approved June 2017 meeting minute**

Peron	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Barb K.	10 Min.	Set Annual Meeting Schedule Review and Set Group Norms		X		
Reviewed and set.						

Student Services

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Todd G.	15	New Principal and Coordinator	X			

	Min.	Introductions (Arata Creek, Burlingame Creek, Knott Creek and Wheatley School)				
<p>Joni Tolon and Scott Ryan introduced as MESD's new Student Services Coordinators, Kari Sanders as new Principal of Arata, Burlingame and Knott Creek and Erick Welsh as new Principal of Wheatley School.</p> <p>Of note – MESD has combined Special Education and School Health Services under the Student Services umbrella with Todd as the Director.</p>						
Todd G.	15-20 Min.	Toileting Procedure Discussion	X			
<p>Todd reviewed current Toileting Procedure used in MESD programs. Follows guidelines provided by Margo in June. Specifically, no 2-person requirement and not gender specific. East county district directors expressed that they could not support 2-person toileting procedure and follow similar guidelines also taking into consideration each students specific needs and situation. MESD toileting is aligned and supports component district processes / procedures as noted above. Susie Harris brought in to review issue for PPS. Agreed that this topic would come up again in future meetings.</p>						
Ann V	5 Min.	Principal Survey	X			<i>Handout</i>
<p>District specific survey results provided in packets of handouts. Ann reviewed – no questions from districts.</p>						
Ann V	5 Min.	Nurse Staffing Update (Including 1:1 nurses)	X			
<p>Rocky start to school year with 31 schools without nurses. Nursing supervisors stepped up to cover needs. Knott Creek school nurse oriented this week. Offers out for PPS, Centennial, Corbett, and DDS. Reynolds nurse out on medical issue due back soon. Centennial and PPS have nurses out for maternity leave. 1:1 coverage has been identified for those positions not already covered on the first day of school. Ann asked that directors notify her as soon as possible via email as soon as they have knowledge of a 1:1 nurse need so that she can begin the recruitment process.</p>						
Ann V	5 Min.	Health Education Update	X			<i>Handout-attached</i>
<p>Always a “crunch” at beginning of the school year, Ann encourages staff to get trainings done in the Spring for the Fall whenever possible. MESD provides trainings on monthly basis. Staff can sign-up under “Trainings” on the MESD website. MESD may be able to provide trainings directly to the districts – speak with Ann. Districts may and are encouraged to collaborate and combine staff for trainings. Districts discussed possibility of bringing staff back earlier in August for training.</p> <p>Changes of note – Staff giving epinephrine are required to be med and BBP trained. Every 3rd med training should be face-to-face refresher.</p> <p>Online training through Safe Schools does not meet ODE rules requirement. On line med training through MESD School Health</p>						

Services does meet ODE rules requirement. MESD School Health Services provides med update at no cost. School Health Services staff work all summer; requests for onsite trainings should be directed to Ann Vrael. Announced that free epinephrine pens are available for schools – ask school nurse how to obtain. Generic is available every year.						
Ann V	15 Min.	HB3000 and 2972 ODE Requirements	X			<i>Handout</i>
Reviewed each house bill.						
Ann V	5 Min.	Template for Vision and Dental Screening	X			<i>Handout- attached; also posted on SHS website</i>
Template provided and reviewed. Note – Vision screenings report can be run by districts through Synergy. Directions were provided.						
Ann V	5 Min.	OHA & ODE Lice Guidelines	X			<i>Handout-attached</i>
Ann reiterated that there is no evidence to support exclusion from school for head lice.						
Ann V	5 Min.	ESY Report	X			<i>Handout</i>
Report reviewed. Noted - PPS hired nurse for their ESY program, which help to make all summer programs more manageable.						
Ann V and Todd G	5 Min.	Advisory Communication to Schools	X			
Information provided by MESD needs to be shared with principals for example, expectations around delegation of services for nurses. District directors requested to be notified directly with specific information with respect to persistent cases/problems. District directors also request Ann provide a list of specific talking points. Ann will work on providing this. Recommend 3 specifically trained staff for each insulin dependent students. Caregiver must provide daily required care, and there must be staff trained to respond to high and low blood sugars (which can be unpredictable). Issues expressed – Consistence, time and resource, nurses may say “no” to training delegation to non-licensed staff if identified staff are unwilling or cannot demonstrate competency with the task. Whole school training of severe allergic reaction response? No. School Health Services does not train a whole school at one time for epinephrine; this class is limited to 15 attendees per instructor.						
Ann V and Todd G	5 Min.	Immunization Update	X			
ODE site not active currently. Note – Exemption rate for each vaccine is required for reporting to ODE; this is not the same as the exclusion rate (both are required to be posted). Schools have to post 3 different ways. PPS working on generic template in 9 languages that should be ready by exclusion date – will share with other districts.						

Crossover

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Lisa McConachie, Columbia Regional Programs	5 Min.	New Principal and Coordinator Introductions (Arata Creek, Burlingame Creek, Knott Creek and Wheatley School)	X			
Lisa provided a summary of OAR revisions that she will send to districts. Examples include: Requirement of physician to diagnose conductive hearing loss now can be diagnosed by Physician, NP or PA. Sensory-neural can be signed by an Audiologist.						
Lisa Grotting, DDSD MECP	5 Min.	MECP Referrals	X			<i>Handout</i>
Reviewed referral handout. Lisa will attend October 28 directors meeting.						