



MESD PROGRAM ADVISORY

Date: October 10, 2018 1:00 – 3:30pm

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, David Douglas SD; Lisa Grotting, EI/ECSE; John Koch, Gresham-Barlow SD; Michelle Markle, Parkrose SD; Mary Mertz and James Loveland, PPS; Michelle Murer, Reynolds SD; Keri Barnett, Multnomah County Health Dept.; Ely Sanders, ODE; Todd Greaves, Ann Vrabel, Joni Tolon, Leanne (Mixa) Bettin, Karen Lapeyre, Bridget Moriarty, Elana Emlen, Paul Berg, Karen Daniels, Traci Silverman, Stacy Michaelson, Wendy Mendez, MESD

ξ **Approved June 2018 meeting minutes**

Crossover

Peron	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Leigh Hedrick, Multnomah County	30 Min.	K-3 Program Updates/Introductions	X			Handout
Joni Tolon introduced Leigh. Leigh summarized the handout she provided and spoke of differences in staff this year, with three open positions to be filled by end of October. Touched on lessons learned from first year, specifically, how to support families in collaboration with districts. Noted that updated referral form was sent to districts. Number of slots stays the same. Leigh noted that in addition to the K-3 supports, she can also provide psychiatric consultation and training to districts on how to support those K-3 students with mental health challenges. Services provided at all levels, school and individual. Directors expressed their appreciation for Leigh and the services provided to their district.						
Lisa McConachie	25 Min.	Columbia Regional Program ASD OAR Update	X			Handout
Lisa announced change in OARs around ASD Eligibility. See attached handout for details of change.						

Student Services

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Elana E.	10 Min.	Update: Trauma Sensitive Schools and Future Trainings Counselor Standards PD	X			Handouts (4)
<p>Elana spoke of the training MESD is offering on Trauma Sensitive Schools. Five trainings were provided during the 2017-18 school year with a mix of participants. Per districts request, training was developed to imbed in general education with trainers having the ability to tailor materials to audience. See attached "Trauma Sensitive Schools" handout for details and 2018-19 training schedule. Components are the same with the exception of an added video to the HS module. Trainings are free and limited to 40 participants per training broken out by grade level cohorts geared to classroom teachers. Elana announced and provided flyer for upcoming Counselor Standards Training, November 29th at the David Douglas Glisan Conference Center 12415 NE Glisan St. in Portland (flyer attached). Elana provided the attached handout titled "Whole School, Whole Community, Whole Child (WSCC) Model – With Oregon Policies and Requirements.</p>						
Paul B.	10 Min.	Student Chronic Absenteeism Overview	X			Handout
<p>Paul provided a handout and brief overview of the plan created by the Chief Education Office and ODE to help identify and address student chronic absenteeism in Oregon public schools. ODE in collaboration with OAESD identified a 3-tier plan including 27 coaches and 8 regional coordinators. See attached handout illustrating plan diagram and details. Paul is currently in process of connecting with districts in his region of Multnomah and Clackamas counties.</p>						
Leanne B./ Ely Sanders-ODE	20 Min.	Medicaid Billing Updates	X			Handout-Presentation
<p>Leanne introduced Ely Sanders, ODE Medicaid Specialist and stated the legislature has mandated Medicaid billing be done by all school districts by 2020. Only school districts may bill Medicaid. MESD is available to provide information, guidance and assistance using infrastructure already in place. Leanne emphasized that Districts will need to get and maintain signed consent from parents to bill Medicaid. Ely noted that ODE is working on guidance for documenting billable services on IEP and on documentation for students who are not on an IEP but are receiving delegated services. Leanne offered to continue to engage districts by attending each advisory meeting. Offering comprehensive information of what services are and are not billable, how to implement processes in districts and IEP consistency as well as help to determine where gaps are. Directors requested the creation of a process manual to be used across all component districts in Multnomah County. Leanne will help facilitate this request.</p>						
Todd G.	5 Min.	New Administrative Staff Introductions (Arata Creek, Burlingame Creek, Knott Creek and Wheatley School)	X			
<p>Administrative staff introduced themselves and provided brief background and information about their programs.</p>						

<p>Kari Sanders – Principal of Knott Creek and Four Creek Timothy Rodgers – Principal of Arata Creek and Burlingame Creek Melanie Hart – Supervisor of the Functional Living Skills Program and Related Services Erick Welsh – Principal of Wheatley School Rachel Jury – Vice Principal of Wheatley School</p>						
Todd G./Ann V.	10 Min.	Extended Day Accommodations and Health Protocols/ Nursing in After School Programs	X			
<p>MESD does not have a nurse on call after school hours. After school program staff such as SUN can attend MESD Health Education trainings with districts billed. Ann emphasized that medication to be used during school hours cannot be shared with after school programs. Each medication must be maintained and kept in a secured location. Ann stated that some medications when filled by pharmacies can be split with duplicate bottles provided. Ann met with SUN program and worked on Q&A which she will share with district directors. Directors expressed desire for processes consistent across all districts.</p>						
Todd G. / Joni T. /Ann V.	5 Min.	1:1 Aide Requests	X			
<p>Increase in students requiring 1:1 and 2:1 EA support. Joni explained for those students whose behaviors are at such a level requiring additional support, data is collected and reviewed every 6 weeks to determine if additional support needs to continue or can be removed. Goal is to get students to a level where less support is needed.</p>						
Todd G. / Joni. T.	5 Min.	Restraint and Seclusion: Common Programming Discussion	X			
<p>Common process for all districts was discussed. Todd and Joni agreed to conduct an analysis of the different types of restraint/seclusion methods used and bring back to the SPED advisory meeting for November.</p>						
Joni T.	10 Min.	MOU Foster Care Placement	X			
<p>Joni noted that while most districts seem to have a clear understanding of the General Foster Care MOU side of the agreement; the Developmental Disabilities side of the Foster Care Placement Law is still facing challenges among districts. She asked if the Directors at their monthly meeting could come to terms with how the districts want the DD Foster Care MOU rules. Then please make sure all of the district representatives under their district understand the process. There have been some challenges in this area among MESD sites based on different understandings of the DD Foster placement side of this law.</p>						
Joni T.	5 Min.	ESY 2018	X			
<p>There was a 33% increase in the number of students attending MESD's ESY program between 2017 and 2018. Comp education students are welcome.</p>						
Ann V.	5 Min.	Medication Update-Outdoor School	X			
<p>Outdoor School Staff are no longer able to dispense any type of over the counter (OTC) medications to students attending Outdoor</p>						

School per the County Health Dept. Students need to bring their own if needed. Nurse working for Outdoor School does leg work for standing medication orders, not OTC meds. Nurses are on site at Outdoor School.						
Ann V.	5 Min.	Immunization Updates	X			Handouts
Reminder – Training modules on MESD website including 10-12 different modules regarding immunizations. Ann noted that she included a handout of important dates for the school year that was sent to nurses to share with building staff.						
Ann V.	5 Min.	CD Exposure District Contacts	X			
Will be included with November meeting						
Ann V.	5 Min.	Link for Student Handbook Information	X			Link
Information posted on MESD website and is available for district use in creating the student handbook. Information is updated every April.						
Ann V.	5 Min.	Year End Reports	X			
District specific reports provided in director's meeting packet.						
Todd G. / Ann V.	5 Min.	Communication	X			Handout
Ann asked how information is shared with each district's building principals. Responses include: Shared at monthly meeting, individually, and/or electronically. Ann will send this information to nurses.						