

Special Education Advisory Committee Meeting Notes
December 15, 2018
9:30-11:30
Board Room

Committee Members Present: Autymn Galbraith, Michelle Johnstone, Cheryl Cisneros, Michael Blanchard, Pally Mann, Dave Hunt, Michael Stilligan, Jennifer Stilligan, Jessica Dehm, Rachel Gibson, Sarah Smalling

Topic	Notes
Celebrations/ Introductions	<ul style="list-style-type: none"> • The team shared celebrations
Adult Assistance Orientation	<ul style="list-style-type: none"> • The handout looks good • Autymn talked about adding trauma informed into the handout for next school year • Discussion held regarding separating behavior support vs. special education students
Parent Survey	<ul style="list-style-type: none"> • Michelle hopes to get the survey out by the beginning of January through SurveyMonkey • Copies of the questions were handed out. Michelle asked that the committee look them over and give feedback • The team had discussion regarding IEPs. Currently there are 526 students in the district on IEPs • Specialists go into the buildings and identify students who may not have been on the radar
SIT Process Changes	<ul style="list-style-type: none"> • Parents may notice some of the changes • The 60-day timeline has been removed for the SIT process • Autymn discussed the various reasons for this change • The district can reach out to WESD for help with the assessment. They have said they will help support us. • Staff will try and wrap up as many as possible by the end of the school year • Progress monitoring is a struggle and will continue beyond 60 days • The committee suggested better communication throughout the SIT process. The records managers are communicating better this year • The district has been working hard on getting assessments done quickly when a parent is requesting an IEP evaluation and are communicating with parents. Reasonable time is the guideline for the process, per legal council. • Information regarding the changes have been brought to the district admin team. • Prior written notice is now being communicated better • Autymn now completes these forms, especially K-5 age groups. AT LaCreole and DHS the information goes through the councilors

	<ul style="list-style-type: none"> • A District Representative is at each of the IEP meetings, taking notes, and weighting in • Explanation along the process route was suggested by the committee • One committee member suggested having a parent mentorship with a parent who has been through the process. • Acronyms are a huge part of some confusion for parents. SIT stands for Student Intervention Process • Communication and having a contact person is very important • Records managers have been a point of contact and can review notes in TINET (computer data base program). Mangers then email and let staff know when a parent is looking for further information • The team suggested letting parents know at the beginning of the process who the contact person is. That information can highlight to help parents refer to it easier • Would a boilerplate type email help with communication to the parents submitted weekly? Discussion was held • Once procedures are signed great process in place
Parent Training Opportunities	<ul style="list-style-type: none"> • FACT Oregon will provide 2 trainings this year • Creating Opportunities will also provide 2 trainings • Discussion was held regarding what trainings to hold for parents • Showcasing student's strengths through profiles will be held in January • Power of words and how they impact children will be held in May
New Strategies for Kids/Families in Crisis <ul style="list-style-type: none"> • Polk Partnership • Parent Presentation (September 21) & Staff Welcome Back 	<ul style="list-style-type: none"> • Social workers are in the buildings full time. Each of them have about 80-110 kids they are working with now • Recent meeting with Polk County was held. A Youth Task Force will be formed. The members will meet monthly. • The district has asked to have a Masters level social worker for tier 3 students. This person will work throughout the district. They will be communicating and working with the students inside and outside of school. This person will begin working in January. More information will be shared. • OFSN (Oregon Family Support Network) would be a good partner in the Youth Task Force, Cheryl will share contact information • At the OSBA convention there was a parent presentation regarding trauma informed practices given by Tara Rolstad. Michelle has met with Tara and she will be coming to give share the presentation at the all staff welcome back meeting in August to kick off the school year. This year Lisa Harlan gave a presentation • On September 21 at Dallas High School there will be a half-day session for the community featuring Tara as the keynote. Community parents will be involved and break out session will

	be offered. Tara Rolstad and Stephanie Gilbert with Polk County will be organizing the event.
Future Agenda Topics	<ul style="list-style-type: none"> • Survey data results • Reviewing information gathered from the parent forums • Contact Michelle with agenda ideas • Having an IEP snapshot that general education teachers and EAs can review • A day in the life, would be a great topic to give a broader understanding of what the staff do. Autymn's position as well as a special education teacher were suggested. • Sharing acronyms and their meaning • Processing through a way to communicate with doctors regarding sending a prescription to the district for an IEP • The new DD eligibility at younger age
Future Meeting dates: January 19 February 16 March (no meeting) April 20 May 18	Planning ahead