

CENTRAL INDIANA FIRST STEPS

Transition Committee Meeting

6/10/15 Date

Name	Agency	Changes to current contact info
1. Stacy Helms	LPCC	
2. Patricia Lee	LPCC	
3. Krista Knowles	First Steps - Spoe	
4. Michelle Hull	SPOE	
5. Annie Hughes	Visually Impaired Preschool Services	
6. Joanne Baldwin	Wabeno Twp	
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**Transition Committee Meeting Agenda
June 10, 2015**

Outcome Statement: Increase access to family resources and collaboration of social service agencies to create smooth transitions for infants, toddlers, and families into, within and out of the early intervention system.

Performance Standards:

1. Have current, signed Memoranda of Agreements (MOAs) with all special education planning districts, Head Start and early Head Start that are actively evaluated and shared with the community.
2. Conduct planned transition activities such as transition trainings with staff and meetings/trainings with community partners and parents to address transition issues or topics with each Special Education Planning District within the cluster on a semi-annual basis. Knowledge of transition options is increased as a result of quarterly meetings/trainings with service coordinators, community partners, and parents.

Performance Measures: SPOE Report, Exit survey data, Closure form, Peer Review, and IFSP transition pages will be utilized in the measurement of this performance standard.

1. Introductions
2. Approval of minutes
3. Action Item Update
4. Annual Meeting Recap/Planning
5. 32 Month Evaluation Discussion
6. Next Steps Event
7. Announcements

**CENTRAL INDIANA FIRST STEPS
LOCAL PLANNING & COORDINATING COUNCIL**

**Transition & Interagency Agreements Committee Meeting Minutes
June 10, 2015**

Present: Krista Knowles(SPOE), Annie Hughes(VIPS), CarrieAnn Jerrell(ProKids), Jeannene Baldwin(Wayne), Stacy Holmes and Katarina Groves.

Agenda Items	Discussion	Action Items
Introductions	<ul style="list-style-type: none"> • Introductions were not necessary. 	
Approval of Minutes	<ul style="list-style-type: none"> • Stacy asked the group to review the minutes from the last meeting. She asked for a motion to approve the minutes. Jeanne made a motion to approve, and Ann seconded the motion. The motion carried and the minutes were approved as written. 	
Action Item Update	<ul style="list-style-type: none"> • Stacy reported that the last Next Steps event was well attended with about 60 people. She noted that there were fewer than normal school representatives present. She asked the group to consider whether they found the aspect of having schools represented at the event valuable. Ann felt that the parents who are on top of things will attend and get the information they need. It is sometimes more difficult for families that require more support to attend these events. 	
Annual Meeting Recap/Planning	<ul style="list-style-type: none"> • Stacy informed the group that the discussion at the Annual Meeting centered on school participation and attendance at events and meetings. The group wondered how to get districts more involved. • It was agreed that school representatives who are already very involved should reach out to the school districts that are not. • Jeannene stated that there is a new representative at Speedway, and she will reach out to her. 	<ul style="list-style-type: none"> • Committee members will reach out to other school reps to encourage them to attend meetings
32 Month Evaluation discussion	<ul style="list-style-type: none"> • Stacy asked the committee to again consider the idea brought forward by the state to have school districts evaluate children that enter the FS system at 32 months. This would be in lieu of a First Steps evaluation. Stacy informed the group that the state has 	<ul style="list-style-type: none"> • Stacy will check with cluster piloting the 32 month evaluations to see how it is going and report back to the committee.

	<p>requested that clusters report on this discussion on a quarterly basis.</p> <ul style="list-style-type: none"> • Jeannene reiterated that she was not sure how schools were going to staff and pay for these extra evaluations. • Ann stated that so many skills are picked up in the 30-36 month range and questioned the accuracy of evaluations for use in the school setting when the child turned three. Three to four months is a huge difference in the development of a child. • The purpose would be eliminate duplication of efforts for children soon to age out of the FS program by conducting one evaluation instead of two in a short period of time. • Jeannene also raised the issue that schools are looking at very different skill sets (developmental vs. educational). • that the group wondered whether 34-35 months would be a more reasonable timeframe to conduct an evaluation since the child would be so close to transition. • Stacy agreed to check with the cluster that is piloting this evaluation process to see how it is going. 	
<p>Next Steps Event</p>	<ul style="list-style-type: none"> • The discussion continued regarding the Next Steps event. • A suggestion was made that instead of expecting all school representatives to attend, a couple of representatives could volunteer to man a booth with all the school districts information. They could provide general information and discuss individual districts • Jeannene stated that families want to know what to expect with the evaluation process and suggested that every district make sure this information is available in their materials for families. • It was agreed that the mock case conference is a valuable piece of the evening. Stacy did say the only concerns were that it was very long. It was also difficult to translate for Spanish speaking families as they had trouble hearing the interpreter. This issue would need to be addressed so that all families can hear the information being presented. 	<ul style="list-style-type: none"> • Katarina will reach out to Joan to see what date will be best for her and her district.

	<ul style="list-style-type: none"> • Ann was very complimentary of the transition process and the great communication between schools and First Steps. Now it is a matter of reaching all families to ensure they get what they need. • The group decided on a few potential dates for the next event that will be held in the Pike Township area. 11/5, 11/10 or 11/12. Katarina will reach out to Joan to see if she has a preference and then let the group know what the date will be. • It was agreed that the invite will say that there will be a school representative available to discuss the process with families. • Further planning for the event at the next meeting. 	
Announcements/Close	<ul style="list-style-type: none"> • There were no announcements and the meeting was adjourned. 	<ul style="list-style-type: none"> • <u>Next Meeting:</u> September 9, 2015, 9am at the English Foundation Bldg. (Ste 300.)

Respectfully submitted,
Katarina Groves