

CENTRAL INDIANA FIRST STEPS

Transition Committee Meeting

9/11/13 Date

Name	Agency	Changes to current contact info
1. Katarina Johnson	UPC	
2. Betsy Chambers	LEA - Avon	
3. Yvonne Hubbard	Old National Trail	
4. Sarah Baileys	CCA	
5. Amanda Brundt	LEA - Lawrence	
6. Carleke Yappell	LEA - IPS	
7. Carrie Ann Jernell	SPOE	
8. Krista Knowles	SPOE	
9. Tom Sheplund	PIKE	
10. Amanda Parrott	Center for Deaf & HH Education	
11. Joyce K. Cain	Northwest Hendricks	
12. Stephanie	SSSMC	
13. Jeanne Baldwin	Wayne Twp	
14. Steacy Hill	LPCC	
15.		

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

**Transition & Interagency Agreements Committee Meeting Minutes
September 11, 2013**

Present Sarah Bailey(Childcare Answers), Lorinda Bartlett(ISD), Tamara Burris(Lawrence Township), Betsy Chambers(Avon), Nancy Holsapple(Old National Trail), Carletha Yarrell(IPS), Carrie-Ann Jerrell(SPOE), Krista Knowles(SPOE), Joan Shepherd(Pike), Joyce Keim(Northwest Hendricks), Ryan Keen(Southside Special Services), Jeanne Baldwin(Wayne), Stacy Holmes and Katarina Groves.

Agenda Items	Discussion	Action Items
Introductions	<ul style="list-style-type: none"> • Introductions were made 	
Contact Information Review	<ul style="list-style-type: none"> • Stacy informed the group that she has posted the preschool contacts on the local First Steps website. Every district is linked on the site to their school site. She asked everyone to please go to the site and to check to see that she has linked it to the appropriate site and that the contact information is up to date. • She provided the group with the most recent SPOE contacts. This is available online as well. Stacy asked the group to please let her know when they are meeting with their SPOE teams. She wants to track this information for the state. Ryan and Carletha indicated that they had met with their SPOE teams already in August. 	<ul style="list-style-type: none"> • Committee members will review the preschool contact link on the website to verify everything is correct. • Committee members will notify Stacy when they plan to meet with their SPOE teams.
RFF Outcome Review and Cluster Transition Plan	<ul style="list-style-type: none"> • Stacy reviewed the requirements for the Transition committee with the group. She reminded the group that the committee must have a signed MOA with all the school districts in the cluster, and that is posted online. It was agreed that the MOA would stand as is, unless there are changes to be made in the future. • Stacy works on an activity calendar for the transition committee, as well as a transition plan that must be shared with the state. There is also a quarterly meeting requirement which is met in the cluster. • Stacy informed the group that there would be another “other transition option” inservice for the SPOE coming up on 	<ul style="list-style-type: none"> • Committee members will email Stacy ideas for the “Other Transition Options” groups for the upcoming SPOE training on November 6th. • Stacy will check with Jennifer Newingham to see if she would like to host the Next Steps event.

	<p>November 6th. She asked the committee for some other groups that can be contacted to see if they would talk about their services.</p> <ul style="list-style-type: none">• She also pointed out that this committee hosts the transition forum once a year for families.• Stacy pointed out that there are several things on the calendar of activities that help meet the transition outcome. The transition handbook is given to each family in their family handbook, along with a couple of other transition info sheets. Transition info is shared with families at the Reading is Fundamental events held in conjunction with the Crossroads Guild. She indicated that the next event will be held on September 21st from 10-noon. It is a fun way for families to get free books, go on a hayride, pick apples etc... She shared that the Optic Nerds will be performing again with our own Ann Hughes singing.• Stacy asked the committee to think of some “other transition” options that would be good to invite to the upcoming SPOE meeting on November 6th. The group recommended Kindermusic, Autism groups, gymnastic places that have a sensory program, Minds in Motion, and the Brain Balance Center. Stacy told the group that the SPOE had a lot of Autism groups last year, although it is always needed. Head Start was also recommended as they are so different from county to county. Sarah shared that the YMCA is working on their licensing. Stacy asked that everyone think about other transition options and shoot her an email.• Stacy asked the group to start brainstorming for the next Next Steps event. It has traditionally been held in February or March. Stacy explained what the forum is all about. Gives families a chance to tour a school, tour a bus, talk to	
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	<p>their school representatives, as well as see what is entailed in the case conference. She shared that the last forum was very successful and there were about 25 families who showed up that evening at Hilltop School.</p> <ul style="list-style-type: none"> • It was suggested that the booths be set up in a bigger area so that there is more room to move around and be heard while speaking with families. It was also suggested to have a dedicated vendor time so that all families can speak to their school representative and then the school rep can leave for the evening. A few family members missed their school rep because they did all the other activities first and by the time they went to talk to the school, they had already left. • Stacy indicated that the families enjoyed the App presentation. Families also enjoyed the bus tour. It was suggested that families visit the bus earlier in the evening before it gets too dark. • It was agreed that those who had done the mock case conference in the past, would continue to do so. • The group thought that it would be nice to have the forum in Brownsburg this time around, if Jennifer Newingham was ok with this. Stacy said she would check with her. If she is not able, Carletha said she would check to see if it could be held at IPS. • Joyce said that she would be the teacher of record at the case conference if Jennifer hosts the event at her school. • It was agreed that there would be no childcare offered as the last time. Worked out well. 	
<p>Determining the School districts in which families live</p>	<ul style="list-style-type: none"> • Stacy shared that the SPOE has asked what is the best way to determine what district a family lives in. It was shared that that the website www.greatschools.org is a site where you can look for a school or location. It sometimes does not give the correct information, however. After much debate, 	

	<p>the group agreed that it is best to have the SPOE call them to determine and they typically call the transportation department who have a better handle on it.</p>	
Website	<ul style="list-style-type: none"> • Stacy reiterated that the website has been updated with the preschool contacts info as well as individual school contacts. • She asked the group to review the site and to let her know if there is anything that needs to be added to the transition section. 	<ul style="list-style-type: none"> • Committee members can email Stacy items that should be added to the transition section of the website.
Announcements/close	<ul style="list-style-type: none"> • Carrie-Ann mentioned the 30 month notices to the group. The group asked that the information be sent in an attachment rather than in the email, because the graph gets cut off if it is in the body of the email. It was shared that sometimes schools receive kids on their list that are from another district. Carrie-Ann suggested getting a hold of the team leader if there are any issues with the lists. It was announced that Alicia Kristufek is a new team lead, and Angie Dick has been promoted to Assistant Director. • Tamara raised the concern that some therapists are promising parents that they should receive certain services from the schools that are not possible. It was recommended that the schools contact the agencies directly and maybe it is possible for them to go to an agency meeting to talk to therapists directly. Stacy reminded the group that the contacts for each agency can be found on the local website. • Carletha and Tamara both offer all day preschool now at their sites. • Carletha shared that IPS has 24 general education preschool classrooms and 16 developmental classrooms. No transportation is provided and it has been a first come first served basis for sign up. There is a waiting list. She has two locations now that she is responsible for. • No other announcements were made and the meeting was adjourned. 	<ul style="list-style-type: none"> • <u>Next Meeting:</u> December 11, 2013 9 am, English Foundation Building, Suite 300 (Childcare Answers Office) • This will be the xmas party and white elephant gift exchange

Respectfully submitted,
Katarina Groves