

# SHARING THE COMMITMENT

## An Exceptional Student Education Advisory Committee

### MEETING MINUTES

May 15, 2007



#### **ESE ADVISORY MEMBERS PRESENT**

Wilbur Hawke, Karen Stelmacki, Elizabeth McBride, Dr. Katrina Nedley, Debbie Tihen, Jennifer Smith, Sherry Francis, Bob Spano, Tricia Salvestrini

#### **ESE ADVISORY MEMBERS ABSENT**

Dr. Victoria Sartorio, Tina Clawson, Peg Sullivan, Adella Spinella, Idel Altenburg, Dave Burgess, Myra Shapiro, Sylvia Delgado, Dr. Douglass Carothers

#### **ESE ADVISORY GUESTS**

Barb Southwick, Allman Todd, Joyce Austin, Stan Weser, Joan Foss, Tina Cordell, Nicole Basara, Adalberto Florez, Monserrat Jackson, Hilda Bernhardt, Martha Craycraft

#### **APPROVAL OF AGENDA**

A consensus agreement was reached to approve the agenda as presented.

#### **APPROVAL OF MINUTES**

Copies of the March 20, 2007 meeting minutes were disseminated. A consensus agreement was reached to approve the minutes as presented.

#### **OLD BUSINESS**

##### **1. Collaborative Partner Updates**

##### **a. Family Network on Disabilities (FND)**

Wilbur Hawke provided a FND update. The Southern Regional Conference is scheduled for September 15, 2007 in Broward County. FND continues to provide services to the Collier County School District through its collaborative partnership with the Exceptional Student Education Sharing The Commitment project. During the 2006-2007 school year, six (6) parent workshops were coordinated by this project: three (3) Transition from School to Community workshops; two (2) Positive Behavior Support (PBS) workshops, and one IDEA, Part C mini conference which was recently conducted at Step By Step. The parent workshop hosted at Golden Gate High drew the largest number of participants – 26! FND continues to offer face-to-face workshops, free of charge, to parents and educators. Online tutorials are also available. To learn more about these opportunities, please visit their website at [www.fndfl.org](http://www.fndfl.org). “Dia del Nino” is scheduled on Saturday, May 1, 2007 from 10 AM – 4 PM at the Redlands Christian Migrant Association (RCMA) Immokalee Charter School. Each state is home to at least one parent center. Parent centers serve families of children and young adults from birth to age 22 with all disabilities. They help families obtain appropriate education and services for their children with disabilities; work to improve education results for all children; train and inform parents and professionals on a variety of topics; resolve problems between families and schools or other agencies; and connect children with

disabilities to community resources that address their needs. FND is part of the Technical Assistance Alliance for Parent Centers. For more information, you may wish to visit their website: [www.taalliance.org](http://www.taalliance.org). Wilbur presented a resource book, when a child struggles in school by Tom Jenkins, Ed.D. and recommended the purchase of this for each of the parent libraries in place at schools. Copy of this book was provided for Dr. Sartorio's review and consideration for purchase.

**b. Florida Diagnostic and Learning Resources System (FDLRS)**

Debbie Tihen provided the FDLRS updates. Susan Ham, Human Resources Development (HRD) Specialist, will be the FDLRS representative on Collier's Partners in Transition. Carrie Miller-Hewitt, the full-time FDLRS Child Find Specialist in Collier County, is moving out of state in June and her position is posted. FDLRS is able to offer two (2) trainers for Transition 101 and Standing Up For Me, and three (3) trainers for Positive Beginnings. These workshops will be added to the Sharing The Commitment Parent Workshop offerings. FDLRS will work with Allman Todd, ESE Coordinator/High School, to determine Collier's training needs. FDLRS is working collaboratively with CCPS Pre-K Basic and ESE Positive Beginnings trainers to provide a Make-and-Take workshop for all Pre-K assistants from 12:30-3:30 PM on August 15 at Veterans Memorial Elementary. This workshop is a follow-up activity to the Teaching Tools for Young Children (TTYC) workshop being offered from 8 – 11:30 AM on this same date for all Pre-K teachers and assistants. TTYC Make-and-Take workshops will be sponsored throughout the 2007-08 school year (early release days) for Collier's Pre-K staff. Virginia Kinard, FDLRS Technology Specialist, will provide one day / week in Collier during the 2007-08 school year to support ECT training. Sue Ham attended a Train-The-Trainer Brain Mapping (thinking maps) workshop and is now available to offer this training. FDLRS will submit a Staff Development Proposal to Dr. Sartorio. CHAMPS, a Proactive and Positive Approach to Classroom Management, is a Florida Department of Education training that fits within the framework of PBS. This is a classroom behavior management program designed to help participants evaluate and (as necessary) revise their classroom management plan in ways that will increase student responsibility, result in higher rates of work completion, and reduce the frequency and intensity of misbehavior. The monitoring strategies lead to data-based classroom management decisions. FDLRS suggested that the District's PBS Coordinator and Coaches may want to review this training opportunity that FDLRS is able to sponsor. Jennifer Smith, Parent Services Specialist, is able to offer the following trainings for a particular school or district-wide: Collaborative Communication; Creating Family Friendly Schools; Opening Doors (Golden Gate High and Laurel Oak Elementary have accessed this training); It Takes Two to Talk – The Hanen Program for Parents; Managing Behavior: Turning Daily Battles into a Day at the Beach; It's a Marathon, Not a Race" Pacing yourself through the ESE experience; and Introduction to Pre-K Exceptional Student Education. Contact Jennifer Smith at 337-8162 or [Jenniferhs@leeschools.net](mailto:Jenniferhs@leeschools.net) to schedule a training today! Jennifer also offers a workshop for educators called *Effective Parent Teacher Conferences*. This 6-hour training focuses on communication style, listening skills, and includes self-assessments. One of the items consistently being identified is the need for effective marketing of FDLRS service (a need identified beyond Child Find). Suggestions are welcomed. FDLRS recently sent an electronic Needs Assessment to ESE teachers and administrators. To date, 230 Lee and Collier staff, has replied. A Needs

Assessment for parents will be distributed in August via a mass mailing and will be placed on the FND website.

**c. SEDNET: The Multiagency Network for Students with Severe Emotional Disturbance**

Dr. Katrina Nedley provided a copy and reviewed the SEDNET Quarterly Report with Sharing The Commitment participants. Through direct services, expansion of resources, policies and agreements, collaborations and linkages, and improved workforce development, SEDNET helps ensure that the needs of SED youth and other at risk children are being met. This report summarizes performance data in the five major performance areas, submitted for January 1 – March 31, 2007. As a member of the Level of Care Committee, this entity is available to parents and guardians to provide recommendation for service and to help fund mental health and substance abuse residential treatment for children. As of January, community mental health centers must operate through an HMO for case management and services. Substance and Mental Health (formerly known as AMM) is undergoing changes. Our District 8B will now be under Suncoast Region in Tampa. Funds are very limited.

**d. FLORIDA INCLUSION NETWORK (FIN)**

Stan Weser reported that he is working in partnership with Sheri Wiseman, ESE Instructional Technology Specialist, to provide Collier's Collaborative Teaching Model and Technology "A World of Support", an all-day workshop on August 15 (elementary teachers) and August 16, 2007 (secondary teachers) at Edison College. The workshop is designed to provide education teams (Basic and ESE) with practical information and strategies to support the collaborative teaching process. Participants in this workshop will learn how to work together to plan and implement flexible supports for students with and without disabilities in inclusive classrooms. Stan also reported that the FIN website [www.floridainclusionnetwork.com](http://www.floridainclusionnetwork.com) is new and improved. The website provides access to the FIN training calendar. Contact Stan at (239) 590-7745 or [sweser@fgcu.edu](mailto:sweser@fgcu.edu). Stan mentioned that Barb Southwick, parent, recently co-presented a workshop for parents on inclusive collaborative instruction.

**2. Parent Exceptional Educator Resources (PEER) Parent Workshops**

Sherry Francis reported that 16 parents of Big Cypress Elementary School participated in a P.E.T.E. coordinated workshop sponsored by FDLRS – Managing Behavior: Turning Daily Battles into a Day at the Beach. This workshop focused on the ABC's of behavior. Eleven children participated in the Fun Camp offered for parents attending the workshop. On May 12<sup>th</sup>, FND sponsored an IDEA-Part C mini-conference for families of children participating in early intervention services. This workshop will be repeated in August.

**3. Sensitivity Awareness Task Force (Jennifer Smith)**

Jennifer Smith reported that the Task Force agreed to combine the options of *utilizing the FL DOE More Alike Than Different Program* and *developing a Collier sensitivity awareness program* as outlined in the March 20, 2007 Sharing The Commitment meeting minutes. To design a program that is both high-quality and able to be duplicated throughout the district, the Task Force presented the following for consideration:

- 1) The option of using a video for portion of the presentation/program. The Task Force agreed to review selected videos at the FIN office and then present to Dr. Sartorio the recommendation for purchase and use for district implementation in linkage with *More*

*Alike Than Different* program. Three sensitivity awareness kits are recommended which will include a video(s) and a set of materials for duplication.

- 2) FDLRS agreed to duplicate simulation centers materials from *More Alike than Different* kit.
- 3) Advisory members recommended funding the videos for the three kits, the “kit” containers, and the provision of a stipend to the volunteer coordinators – Barb Southwick, Trish Wilkinson, Beth Overholt. Advisory members also support the purchase of a selected video for each of the parent libraries currently in place at schools. Jennifer Smith agreed to serve as the FDLRS district contact and Train-the-Trainer for *More Alike than Different*. A budget of \$5,000 was recommended for consideration.
- 4) Volunteer Coordinator responsibilities would include: helping with marketing the in-service, helping with securing schools to participate, securing school-based volunteers to provide assistance on the day of trainings, such as running simulation centers.
  - a. Marketing ideas: principals meetings, ESE staff meetings
  - b. Volunteer ideas: ESE parents at individual schools, PEERS, Kiwanis
- 5) The Task Force agreed to continue meeting to develop a training protocol to ensure the step-by-step directions of how to set up sensitivity trainings would be followed and duplicated for years to come.

## **NEW BUSINESS**

### **1. LEA 2007 Profile**

Karen Stelmacki disseminated copies of the 2007 LEA Profile. The Florida Department of Education Bureau of Exceptional Education and Student Services LEA 2007 Profile provides an annual progress performance report for the District and serves as a tool for use in planning for systematic improvement in exceptional student education. The committee reviewed the indicators that described measures of educational benefit, educational environment, prevalence, and the district’s performance as compared to state level targets in Florida’s State Performance Plan. Comparative data with size-alike districts and the state was included. *Sharing The Commitment* participants celebrated the successes and recognized the continuing responsibilities to make changes in our disproportionate representation and our graduation rate. A particular note of celebration is the increase in our provision of services to students in basic classes (students spending more than 80% of the week with non-disabled peers). This has increased from 67 % to 71%!

### **2. IDEA Part B and Part B Preschool Grants**

Karen stated that CCPS/ESE is pleased to announce that funding for the Individuals with Disabilities Education Act (IDEA) entitlement and discretionary supplement projects for fiscal year 2008 has been approved. The Request for Applications containing the application requirements and allocation distributions for the IDEA, Part B and IDEA, Part B Preschool projects will be going to the Board in June for approval. Funds to support capacity building and targeted enhancement for parent services activities have been merged into the Part B entitlement project. The application includes assurances, one of which is parent involvement and the opportunity for parents today to provide suggestions for the development of the application. IDEA grants provide funding for approximately 200 ESE personnel, staff development, parent services, proportionate share for parentally placed private school students with disabilities, and supplemental instructional materials for new classes at already existing schools, as well as, “consumable” instructional materials at new schools. The following was recommended for consideration:

- Continue to fund PEER parent coordinated P.E.T.E. workshops for parents (10)

- Continue to fund parent libraries at schools hosting a parent workshop (10)
- Continue to fund Parent Liaison support
- Provide funding to support stipends and materials for Collier’s sensitivity awareness training (up to \$5,000)
- Provide funding for the area Special Olympics competition event (up to \$3,500)
- Continue to fund the purchase of children’s books for Redlands Christian Migrant Association (RCMA) “Dia del Nino” in Immokalee and the District’s Reading Symposium in Naples
- Consider funding the purchase of ten (10) \$50 books for the *More Than Words – The Hanen Program for Parents of Children on the Autism Spectrum*, a FDLRS parent workshop (FDLRS matched funds \$500)
- Consider stipends for fun camp providers at the P.E.T.E. workshops or stipends for families to use for child care of their selection. Wilbur Hawke suggested that this consideration be discussed by a subcommittee with recommendations brought forward to Sharing The Commitment.

### 3. Early Steps Presentation

Joan Foss provided a power point presentation and fielded questions on Early Steps Intervention Services for eligible IDEA Part C infants and toddlers (children under age three). For more state and local information, visit Early Steps website at: <http://www.cms-kids.com> or call 1-800-654-4440. Early Steps takes a partnered approach to early intervention by providing families and caregivers with training and support to increase learning opportunities for children. Early Steps features a team approach, a team of service providers are put together to address a child’s needs. This team develops the Individualized Family Support Plan (IFSP) based on family/caregivers outcomes and goals. Florida’s Early Steps is a partnership with providers and families to deliver services that support children’s well-being and development where they live, learn and play. Part C children eligible for Part B Preschool Disabilities Programming will have an Individualized Education Plan (IEP) developed and implemented by their third birthday.

- FDLRS Island Coast Child Find serves Lee and Collier Counties, offering information and free screenings for children birth – five years who may have difficulty learning, speaking, seeing, playing, walking, or hearing. Contact 1-866-551-8363 (toll free) or (239) 337-8363 to make a referral.

### OPEN

Allman Todd reported that Collier’s Partners in Transition (PIT) has a few new members and that PIT recently applied for a Project Connect grant which focuses on developing quality transition plans and offering better options for students with a direct focus on outcomes.

Jennifer Smith reported that FDLRS is funding 10 families for Family Café (reimbursement for a 2-night hotel stay and mileage). Stan Weser reported that FIN has some remaining funds for families to attend Family Café. Joan Foss reported the same for Early Steps.

**Next meeting – September 11, 2007**  
**10 am – 12 pm**  
**Dr. Martin Luther King, Jr. Administration Center**  
**Room 4-167**

*Meeting adjourned 12:15 PM*