**Facility Schools Board**

**Minutes of Meeting**

**August 10, 2023**

**In-person, and via Zoom**

**In attendance:**

Board Members Present: Carolena Steen, Steven Ramirez, Mylynda Herrick, Doug Hainley, Betsy Peffer

Staff Present: Judy Stirman, Annie Haskins, Ann Symalla, Robin Singer, Darren Serrato, Wendy Dunaway, Lori Kochevar

Audience: Barb Taylor, Deongella Roberts

Absent Board Members: Sonjia Hunt

**Meeting Commencement:**

Steven Ramirez called for a motion to commence the meeting.

Motion was made by Betsy Peffer seconded by Doug Hainley to commence the meeting.

**Approval of Minutes for June 8, 2023:**

Steven Ramirez called for a motion to approve the June 8, 2023 meeting minutes.

A motion was made by Mylynda Herrick and seconded by Betsy Peffer to approve the minutes from the June 8th meeting. Motion Passed minutes approved by entire board.

**Approval of Agenda:**

Steven Ramirez called for a motion to approve the August 10, 2023 meeting agenda.

A motion was made by Doug Hainley, seconded by Betsy Peffer to approve the August agenda; the Board unanimously approved the agenda.

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| **Facility Schools Unit Update**   * CDE/Facility Internal Updates, Judy- New Commissioner Susan Cordova was just appointed. Schools start this week - currently schools are struggling with teacher and transportation shortages. Elizabeth Lucier has stepped down as the State Placing Agency representative on the FS Board, recruitment bulletin will continue to go out via newsletters and email announcement’s. Tennyson school is opening up a residential space soon.   Jefferson Center for Mental Health, formerly Jefferson Hills, is asking that the Board acknowledge their name change. The day treatment/school name is The Academy at Jefferson Center. They will continue to operate 2 programs under 2 licenses:  day treatment and RCCF. There are no changes to the physical location, licenses, or programming. The name is being changed due to Jeff Hills being acquired by the Jefferson Center. The Board acknowledged the name change and it will be corrected in the Facility Schools Directory.   * Data Management and Systems Support, Annie/Lori- beginning to import state assessment data onto IC online system. * iReady/Tuition Cost/December Staff, Lori - making sure student enrollment is up to date as well as training staff on online systems, providing transcripts records when requested, attendance is now being collected through a new attendance workbook, December staff deadlines coming up. * Monitoring/Updates from the Field, Robin/Ann – Working on ICAPS, Out-of-District coordinator meetings will be held quarterly, updated monitoring forms are ready to go, sent out a survey on IEP training, created calendar with all important dates and deadlines for the whole year coming soon, changing when annual reporting school improvement plans will be updated. * IEP System Updates/State Assessments, Annie- Currently searching and testing out IEP systems currently have reviewed 14 different systems, 6 of those systems were disqualified, 4 IEP system contenders will be shared with directors, committee to decide IEP system by end of September. State assessment reports are in and will be shared with directors on Friday. * Curriculum/Induction/OOD Consortium/Workgroup, Wendy- Updated on current work with the Workgroup. Kaleidoscope is being held this October 5-6; forms for recognitions will be coming soon, contracted with CollaboratEd to hold math training on-site and at Kaleidoscope. Draft guidance on enrollment rules coming soon, putting together an attendance workbook with Lori to help track information for evaluation in two years, rules on specialized day school and accreditation in the works. Next Workgroup meeting is on August 24th . Shared Operational Services Grant application deadline is September 8, 2023. Technical Assistance Center needs a person to fill the position, job description is in process. * Program Support, Darren- Finalizing and revamping the Facility Schools Newsletter. Finished adding the processed invoices into our budget tracking, and dashboard. Revamping the Workgroup website information. Training on RMMI and transcript requests. Will be helping out more on Workgroup meetings, preparing for Board and Director meetings, processing change orders to update some of our contracts as needed and support to my team when needed. * Update from Attorney General’s Office, Joe Peters- Isabel Broer will not be coming back to the Attorney General’s office per Joe, as she has accepted a new position. Joe will be filling in until further notice. Please reach out to Joe Peters for updates or information from the Attorney General’s office.   **ROP Qualifying House –** provided a brief introduction of their staff and program to the FS Board. ROP has provided programs, services, and direct resources to youth and family for over 35 years. They offer an array of services for the youth including sports, educational services, behavioral health, therapeutic foster care, and specialized residential to name a few. They will need to submit a complete packet of information to the OFS by 5:00pm, August 18, 2023, for their application to be considered by the Facility Schools Board at their next meeting.  Steven Ramirez called for a motion to acknowledge the Jefferson Hills name change to The Academy at Jefferson Center at Jefferson Center for Mental Health. The Board unanimously votes to acknowledge the name change to The Academy at Jefferson Center.  **End of year summary** Ann/Robin- Provided a summary of all monitoring visits from the 2022-2023 school year. 42 students and 21 teachers were interviewed throughout the year. Some areas monitored are - IEP’s, licenses, calendars, and the Quality Standards notebook. Presentation on summary will be shared via email.  **Joshua Learning –** Team introduces themselves and presents a new program proposal. Power point presentation will be shared via email.  Board Chair calls for a motion on the decision regarding the new program for Joshua Learning.  A motion was made by Betsy Peffer and seconded by Doug Hainley to approve the new Joshua School program.  The board unanimously voted aye.  **Election of Officers-**  Steven Ramirez calls to open the floor to nominations for the Facility Schools Board officer positions of Chair and Vice Chair.  Betsy Peffer nominated Steven Ramirez – Chair, and Carolena Steen – Vice Chair to retain their seats. No additional candidates were nominated following the question.  Chair -Steven Ramirez calls for a motion to entertain a vote for the offices of Chair and Vice Chair.  A motion was made by Betsy Peffer and seconded by Doug Hainley to retain Steven Ramirez as Chair and Carolena Steen as Co-Chair. The Board unanimously votes Aye to keep the current Board Chair and Vice-Chair. |
| **Planning for ESSU Directors Meeting-** Asking board about September 14th or 15th dates to attend ESSU Directors fall meeting. Judy will go back to the committee to confirm what dates are available to confirm with the Board.  **Opportunity for the Public to Address the Board** Members of the public who wish to address the board must sign up prior to the meeting. Presentations are limited to 5 minutes.  There were no public comments.  Chair - Steven Ramirez calls for a motion to adjourn the meeting.  Betsy Peffer made a motion to adjourn the meeting seconded by Carolena Steen. Board Vote unanimously to adjourn. The meeting was adjourned at 1:10pm.    **Next Steps/–** Next Facility Schools Board Meeting - September 7, 2023. |

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