

ANW Education Cooperative
Advisory committee
September 9, 2009

Those in attendance:

Harry Heppler

Tami Hennigh

Judy Johnson

Roxanne Gregg

Bob Coleman

Glenda Pargman

Shelly Kuhn

Carolyn Twente

Jay Parker

David Petersen

Ron Harley

Ron Childress

Chairperson: David Petersen

- Discussion re: Technology Jay Parker, new IT Coordinator, asked for ideas on technology - any way that technology can help our staff, their groups and committees. Outlined the steps for developing the Transition IEP. Betty is currently making more revisions that will be taken through the committee then back for updating. Jay will attend a WebKIDSS training in late October/early November which will cover more aspects of the KIDSS program along with the programming techs. Once they have developed a new transition IEP and it has been approved, it will then be submitted for programming, after the programming is complete it will be posted on a test site, which will allow staff to test its operation, ease of use etc, and verify that it does what they intended and looks like what they desire. The existing IEP/Trans IEP will not change while this new Trans IEP is in development. While on the test site the operation will be the same as on the KIDSS site but will allow for changes to be made and re-tested prior to final deployment of the project. Spam filter was discussed. Additional filters can be added but committee is aware that these have an all or none effect at the User/Group/Entire Organization level. Committee needs to ask their groups what they want and not want email wise, so parameters can be established. Once parameters are defined we will look at possibility of creating custom filters, but a rule is just that , if we tell the computer to block a file or picture it will block all that match the filter it doesn't pick one and not the other. These can help make the spam filter work even better.

- Discussion re: Missed awards Cindy asked all staff to please let her know if any service awards were missed. The ability to pull reports from the personnel/payroll system have been greatly improved we do want to make certain we do not miss recognizing anyone. We will do a feature story on

anyone who was missed and put it in the staff newsletter, so that individual will be recognized Coop wide much like our recognition at Preservice.

- Discussion re: Cell phone usage was discussed by Bob. He would like all staff to remember student services are first and foremost. Texting and calls should not occur in the classroom.
- Discussion re: Lack of service for blackberries Jay explained that there will be dead spots, no single cell service provider will have 100% coverage everywhere, but they will vary depending on contracts with the tower owners and carriers in the locality. AT&T has presented us with the best coverage option and services bundle so far. We will investigate other options and see if we can obtain better, however this will take some time.
- Discussion re: Para hours & supervisor flexibility was discussed and explained by Bob. Para supervisor has the flexibility to decide the paras schedule and time worked for the day. As long as the student needs are being met and the para does not go over their total hour contract for the year by the last day of school. Bob would like all supervisors to set down with their paras each 9 weeks to make certain they are on track with their total hours. Bri will send print out to staff the week on October 12th van route.
- Discussion re: September 20th count Administration will be looking at the Class Size Caseload for staff numbers and reevaluate para needs. Bob would like to remind all staff members to turn in their IEPs in a timely manner. The due date on the student list is SEPT. 24th. Lydia & Adrienne explained IEP errors. They also would like to remind staff all primary providers and primary building are current for the 2010 school year. This current school year shows up within the program as 2010, this is correct. All primary providers must go in and denote a student's ethnicity and make certain it matches what was turned in at enrollment. There is 1 or 2 options for ethnicity and 5 options for race selection. These options are the same as the paperwork filled out by all ANW employees.
- Discussion re: Office Courtesy Carolyn would like to remind all groups using the Central office meeting rooms to please be mindful of others in the building and the noise level. We do have staff members that are out in the open and loud meetings hinder the ability of those staff members to continue working. We do understand when you have a categorical meeting you do

want to catch up and collaborate but please be mindful of others working in the building. Categorical chair persons should also take care of clean up after your meetings since ANW does not have any custodial staff. Please make sure tables are left clean and all trash is cleaned up so the next group using the room will have a clean room to meet in. Please take cell phone calls in the main foyer. We now have comfortable chairs and you do have some privacy there. A huge THANK YOU for the section 125 attendance. Most attending or called to reschedule.

Next Meeting October 14 8:30 am
Judy Johnson - Chair person
Bob Coleman - Treats