



ESUCC

Special Population Committee Meeting

Wednesday, March 1, 2017, 1:00 PM

Special Populations Committee ESU No. 11 412 West 14th Avenue Holdrege, NE 68949 DL

Sites: ESU 11 (host) ESUs: 3, 4, 5, 6, 7, 10, 13, 18, 19, 6949 South 110th Street, LaVista, NE 68128

Attendance Taken at 1:02 PM.

Allen ESU 19:	Present
Beatty ESU 16:	Present
Jeff West (NE):	Present
Dr Larianne Polk:	Present
Uhing ESU 01:	Present
Dr. Brenda McNiff (ESU 05):	Present
Geraldine Erickson (ESU 17):	Present

1. Call to Order

2. Roll Call

3. Agenda Item

3.1. Behavioral Health Committee

3.2. Tele-Therapy (SLP)

3.3. Circle of Friends

3.3.1. Meeting at NDE on March 7 @ 1:00 PM

- 3.4. SRS/AAP Development Update
- 3.5. Approve SRS Procedural Manual
- 3.6. Master Service Agreement 2017-2018
 - 3.6.1. Approve MSA SRS Fees
 - 3.6.1.1. Special Education Projects
 - 3.6.1.2. SRS Fees (Tiered)
- 3.7. PEP Grant
- 3.8. Wade Fruhling - SRS Report
 - 3.8.1. AAP
 - 3.8.2. Project Para
 - 3.8.3. SRS Report
 - 3.8.4. ILCD
- 4. Next Meeting Agenda Items
- 5. Executive Session
- 6. Adjournment

Summary of MSA Fees 2017-2018

Please check and initial the relevant boxes below indicating the Projects in which the Service Unit wishes to participate. (Please note all projects within the MSA are provided with a either (1) a specific charge, (2) no charge for the project, or (3) a required participation fee for all ESU's.)

ESUPDO with the following costs for services: (Each ESU will participate.)

Section 2 PD Annual Program Fees \$ 4,720

Section 3 PD Participation Fees \$ 20 per person/per day

NWEA Certified Trainer Consortium with the following costs for services:

Section 3 NWEA Annual Fees \$ 1781.25 per facilitator/ESU

Onboarding Training (if needed) \$ 2,500 per person/per training

BlendEd Projects Administrative Fee (Each ESU will participate.)

Project Administration \$ 5,400

BlendEd Projects/BlendEd \$ 0.00

BlendEd Projects/Distance Education \$ 0.00

Media on Demand/Learn360

Media On Demand (see table on pg. 10)

(\$119,000 for up to 280,000 students; non-public & additional students \$0.425 per)

Learning Object Repository

LOR Per negotiated contract

IMat Learning Objects

Learning Objects Acquisitions \$ 5,000

IMat Special Projects

Special Projects \$ 4,500

Blended Projects/Identity Management \$ 0.00

Blended Projects/21st Cent. ESU Module (BrightBytes) \$ 1,417

Coop Purchasing \$ 0.00

SRS

Special Education Project \$ 5500

Additional SRS Fees (Tier) \$ see chart above

Legislative and Governmental Relations

Govt. Relations \$ 1629.41

LETTER OF INTENT

Name and Title of Agency Administrator David Ludwig, Executive Director	Name and Title of Project Director David Ludwig, Executive Director
Name of Agency Educational Service Unit Coordinating Council (ESUCC)	Address (Include Street, City & Zip) 6949 South 110 th Street La Vista, NE 68128
County Name and Number: E-mail address: dludwig@esucc.org	Telephone Number (Include area code) 402-597-4915 Fax Number (Include area code) 402-
Title of Project: Parents Encouraging Parents (PEP) Conference	Total Amount Applying For: \$ <u>30,627.00</u>
Proposed Project Duration: <u>2/10/17</u> TO <u>5/31/17</u> Month, Day, Year Month, Day Year	Application Date: Circle One: First Year or Continuation
SAM DATE:	Federal Tax ID #: 26-2415220 DUNS #: 968685342

Signature of Authorized Agency Official

Date

Signature of Project Director

Date

RETURN TO:

ATTN: Leslie Galloway
Office of Special Education
Nebraska Department of Education
301 Centennial Mall South
P. O. Box 94987
Lincoln, NE 68509-4987

Project Abstract –Provide a concise summary of the project by addressing each item below (may attach additional pages; not more than one page per item; maximum of 5 pages).

1. Why is project needed?

The purpose of the Parents Encouraging Parents (PEP) Conference is to bring parents of children with disabilities together in an accepting and confidential environment, giving them the opportunity to share ideas, feelings and common concerns, and to obtain information on parenting and educating a child with a disability.

2. Brief description of project (including population to be served if applicable):

3. Population to be served: Parents of children with disabilities in Nebraska Public Schools who have an active IFSP or IEP
4. Full participation is required of all participants (see attached brochure).
5. Meals for information sharing and conversation
6. General sessions: Good Grief!, IFSP/IEP process, Transition, Building Positive Parent-School Partnerships
7. Concurrent sessions: Siblings, Assistive Technology for Students with Special Needs, For Men Only, Estate Planning for Special Needs Trusts, Behavioral Challenges, Helping Children with Special Needs Develop Social Skills, Youth Leadership Panel, and Empowering Kids to Become Self-Advocates
8. Small discussion groups facilitated by parents or foster parents for feeling level discussions (3 times during the conference).

3. Goals/Objectives

1. Provide up-to- date information to parents and professionals
2. Model parent/professional partnerships
3. Promote mutual understanding among providers, families and educators
4. Provide diverse strategies for living with and educating children with disabilities.
5. Support for all family experiences

4. Method of evaluation to measure success:

1. Detailed evaluation forms completed by all participants
2. Staff meeting for evaluation of the entire conference on Saturday, March 18, 2017, to review evaluation, and discuss staff suggestions and perceptions.
3. Compile evaluations, prepare report.

5. Describe Grantees capacity to implement and sustain the project:

The grantee has the capacity to implement and sustain the project based upon past experience and interactions with ESUs, school districts and parents of children with special needs. The PEP brochure is online at: <https://www.education.ne.gov/sped/index.html> in English and Spanish.

6. Project Director's Qualifications:

The project director is highly qualified to direct this project as he has experience as an ESU Special Education director and is well acquainted with the needs and concerns of parents of children with disabilities as well as IEP development.

BUDGET FORM (DISCRETIONARY FUNDS* PEP Conference 2016 (Budget Detail for 300 and 400 codes on attached document)

100. Salaries (__FTE) <i>List each staff member name, salary, and FTE on attachment.</i>	\$ 0.00
200. Employee Benefits	\$ 0.00
300. Purchased Services <i>List itemized services to be purchased on attachment.</i>	\$ 30,597.00
400. Supplies and Materials <i>List itemized supplies and equipment to be purchased on attachment.</i>	\$ 30.00
500. Capital Outlay <i>List itemized capital outlay to be purchased on attachment.</i>	\$ 0.00
600. Other Expenses <i>List itemized expenses(s) on attachment.</i>	\$ 0.00
Total of 100 through 600	\$
Indirect Cost	\$ 100.00
TOTAL COST OF PROJECT	\$ 30,727.00

OBJECT CODE DEFINITIONS (FOR EXPENDITURES MADE WITH GRANT FUNDS)

100. SALARIES: Amounts paid to project staff.

200. EMPLOYEE BENEFITS: Amounts paid on behalf of project staff. These amounts are not included in the gross salary, but are over and above. Such payments are fringe benefit payments and while not paid directly to staff, nevertheless are part of the grant cost.

300. PURCHASED SERVICES: Amount paid for services rendered by personnel who are not on the agency payroll and other services that the agency may purchase. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.

400. SUPPLIES AND MATERIALS: Amounts paid for material items of an expendable nature of less than \$5,000 per item that are consumed, worn out, or deteriorated by use; or items that lost their identity through fabrication or incorporation into different or more complex units or substances.

500. CAPITAL OUTLAY: Amount paid for equipment of \$5,000 or more per item (fixed assets or additions to fixed assets). Include lease/purchase payments here.

600. OTHER EXPENSES: Amounts paid for goods and services not otherwise classified above (i.e. reimbursement of staff travel expenses, etc.).

Indirect Cost: Not to exceed NDE Rule 51 guidance.

***FUNDING MAY NOT BE AVAILABLE BEYOND GRANT END DATE (CONTINUATION GRANT)**
NDE 06-067

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CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (nonprocurement)." The Certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an office or employee of any agency, a Member of Congress, an office or employee of Congress, or an employee of a member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110 –

- A. The applicant certifies that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and
 - B. Where the application is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.
-

As the duly authorized representative of this applicant, I hereby certify that the applicant will comply with the certification for (indicated by mark in appropriate box)

Lobbying

Debarment, suspension and other responsibility matters.

Agency Number and Name	Printed Name and Title of Authorized Representative
Signature	

NDE USE ONLY

This form is being signed because of federal requirements relating to the Individuals with Disabilities Education Act (IDEA):

Deaf/Blind – Part G

Part C -- Handicapped Infant and Toddler Program [P.L 99-457] [Below Age 2]

Part B – Grants to States [Ages 3 to 21]

Preschool Grants for Handicapped Children [“Section 619”] [Ages 3 to 5]

Other [_____]

PEP 2017 (Budget Detail)

Younes Center Costs

Thursday Dinner	146 meals X \$21.72*	\$ 3,171.12
Thursday Dessert	73 X \$5.45	\$ 397.85
Thursday Dessert	73 X \$4.78	\$ 348.94
Friday Coffee Break	8 Gallons X \$27.83	\$ 222.64
Friday Lunch	150 meals X \$21.72	\$ 3,258.00
Saturday Coffee Breaks	12 Gallons X \$27.83	\$ 333.96
Saturday Lunch	155 meals X \$20.51	\$ 3,179.05
Meeting Rooms		\$ 1,100.00
LCD Projector on Friday		\$ 250.00
3 Lavalier microphones on Friday		\$ 135.00
Total cost		\$12,396.56

Fairfield Costs

Thursday night sleeping rooms	75 X \$91.00	\$ 6,825.00
Friday night sleeping rooms	75 X \$91.00	\$ 6,825.00
Total cost		\$13,650.00

La Quinta Costs

Thursday night sleeping rooms	25 X \$91.00	\$ 2,275.00
Friday night sleeping rooms	25 X \$91.00	\$ 2,275.00
Total cost		\$ 4,550.00

TOTAL COST FOR Hotel rooms and meals

Younes Center	\$12,396.56
Fairfield	\$13,650.00
La Quinta	\$ 4,550.00
	\$30,596.56
	Rounded to \$30,597.00

Miscellaneous: Copies needed during Conference

100 copies @ \$0.30	\$ 30.00
Total Hotel, Meals, Miscellaneous:	\$30,627.00

*Meal costs include 21% gratuity

ESUCC Special Education Committee Update March 2017

AAP Website

- Created new Admin Page
 - Can now generate new Interim Program Schools
- Added design elements to Student Team and Team's Student pages
- Added Staging server
- AAP should be operational this month
 - Remaining items to be addressed
 - Address saving problem on page 2 of AAP form
 - Update site with newly added Title 1 requirements
 - Handful of minor text changes
 - Rearrange and modify "Pre/Post Test" section on AAP form
 - Add "Assessment" section to AAP form
 - Update list of IPS Curriculumms

Project Para

- Project PARA upgraded both the computer and software that runs the program.
 - This is a procedure that requires quite a bit of planning and testing.
 - Changes had to be made to the summary reports that use aggregate data as the MYSQL database is using stricter rules regarding queries to the database.
- Developing plan for making the site more accessible/easier to use for users.
 - Process requires a lot of research and analysis of how pages work for different users
 - From this process, we hope to develop a list of improvements and a timeline for implementing them.
- Work as resumed on editing the site to update the code for more security and efficiency.
 - Content pages and part of the Instructor pages are done.
- Project Para advisory board will be held on May 4th

SRS

- Improved design and usability for Student Team, Case Load, and District Tab pages.
- Currently focusing on cleaning up bugs
 - 20 bugs have been identified
 - Some are very easy, other are fairly challenging
 - Should be completed by March 16
- Began planning phase for connecting to ADVISER
 - Holding regular support meeting with Jill Aurand (NDE) and Lyria (Double Line Partners)
 - Wade created a cheat sheet with all pertinent data

- Special Education data requirements for ADVISER
- How data should be coded
- List of data that we could pull into SRS (in the future)
- Special rules and considerations
- Plan so far
 - Data will be transmitted once forms are finalized
 - Example: When IEPs or MDTs are finalized, we will immediately transmit data to the state
 - We will no longer have to store data and wait for monthly upload to take place
 - Will need to update our current NSSRS reports to display what data has, and has not, been received by the state.
 - Will need to add a button to allow manual data uploads as needed
 - Good News – NDE thinks it will be possible to import data into SRS by the 18-19 school year
 - Students can be created on SRS using this data
 - No more double entry for student data!