

## Clay County Collaborative - IIP Work Group Minutes

Tuesday, January 11, 2011

1:00 – 2:00 p.m.

Family Service Center, mtg. room 2

*In attendance:* Norma Altmann-Bergseth (Lake Agassiz Special Education Coop), Denise Dyer (Clay County Social Services), Rebecca Fee (Clay County Social Services), Bryan Hanson (Lakeland Mental Health), Lindsay Kirk (Clay County Social Services), Jackie Migler (Moorhead Area Public Schools), Carolyn Strnad (parent representative), Holly Wanner (Clay County Social Services), Laurie Young (Clay County Social Services), Dawn Tommerdahl (Clay County Collaborative)

Carolyn volunteered to chair today's meeting. The group generated the agenda for today:

- Conversation with Social Services
- Training
- Follow-up on publicity

Minutes from the December 14 meeting were approved by consensus. Laurie announced that Cindy Arends is moving over to take Mindi Bessler's position working with adults.

Laurie noted that according to her staff, the actual process hasn't changed since Social Services has made their changes.

Rebecca noted that the core descriptions, family consideration information is included in the ISP. The ISP follows the child forever. It is not going in the electronic IIP document any longer.

The group discussed whose responsibility it was to send the parent consideration page to the parents. Social Services has typically been responsible for that but it has been done inconsistently in the past.

Social Services and the home part is often leftover at a school meeting. They are often asked about funding, graduation, etc. Case managers can be advocates for parents and the parent considerations but often they are not informed early enough of the meetings.

### *Ideas*

- Could we clarify for school people the role of the county social worker and other outside provider at the school meeting. County staff appreciates when the school facilitator says something at the beginning of the meeting about welcoming input as they go through the agenda. Add the parent advocate part to the role.
- Co-facilitated meetings
- Let special ed administrators and/or directors know if family members are frustrated with special ed. staff BEFORE going to an advocate or other outside agency.

The group agreed that it's up to the parent to invite outside agency people to the IEP or IIP meetings. High school staff may invite other people because they are required to include outside agencies in the transition process.

Who sends out parent consideration and core descriptions page: Social Services will bring the document to any interagency meeting. It can be put in the file at school, included in the ISP, on the back of the interagency form. The parent will give the forms to the special ed. case manager and/or facilitator for inclusion in the file if they so desire.

Any child (with or without an IEP) can have a health plan. Information from that plan can be noted on an IEP.

Add to parent consideration page: Medications (including side effects)

***Contact information for special ed. administrators***

**Lake Agassiz Special Ed. Coop – Ulen-Hitterdal, Barnesville, Hawley:**

Norma Altmann-Bergseth, 218.439.6876, njab@lpa.k12.mn.us

**DGF:** Shannon Dahlberg, 218.498.2265, sdahlberg@dgf.k12.mn.us

**Moorhead:**

Jill Skarvold - Learner Support Service Director - 218-284-3715

[jskarvold@moorhead.k12.mn.us](mailto:jskarvold@moorhead.k12.mn.us)

Jackie Migler, Learner Support Services Program Manager - Elementary - 218-284-3725

[jmigler@moorhead.k12.mn.us](mailto:jmigler@moorhead.k12.mn.us)

Angela Doll - Learner Support Services Program Manager - Secondary - 218-284-3724

[adoll@moorhead.k12.mn.us](mailto:adoll@moorhead.k12.mn.us)

Robin Grooters - Learner Support Services Program Manager - Early Intervention Services - 218-284-3723 [rgrooters@moorhead.k12.mn.us](mailto:rgrooters@moorhead.k12.mn.us)

Everyone agreed that meetings are not long enough to take care of everything that needs to be covered.

***Next meeting:*** Tuesday, February 8, 1:00 p.m., meeting room 2

Respectfully submitted,  
Dawn Tommerdahl  
Clay County Collaborative