**Facility Schools Board**

**Minutes of Meeting**

**October 12, 2023**

**via Zoom**

**In attendance:**

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

Staff Present: Judy Stirman, Annie Haskins, Robin Singer, Darren Serrato, Wendy Dunaway, Lori Kochevar, Ann Symalla, \*Melissa Bloom – CDE Legislative Relations and Policy Office

Attorney General’s Office – Jenna Zerylnick

Audience: Barb Taylor, Quixie Smith, Virginia Winter

Absent Board Members: None

**Meeting Commencement:**

Co-Chair Carolena Steen called the meeting to order.

**Approval of Minutes for September 7, 2023:**

Carolena Steen called for a motion to approve the September 7, 2023; meeting minutes as is.

A motion was made by Steven Ramirez and seconded by Doug Hainley to approve the minutes from the September 7th meeting. Motion passed minutes approved by the entire board.

**Approval of Agenda:**

Carolena Steen called for a motion to approve the October 12, 2023 meeting agenda.

A motion was made by Steven Ramirez, seconded Mylynda Herrick to approve the October agenda; the Facility School’s Board unanimously approved the agenda.

The Board recognized with appreciation their new Attorney General's Office representative Jenna Zerylnick? A round of introductions was made.

Melissa Bloom led the Board discussion on Rule making.

**Notice of Rule Making Hearing - Key notes:**

* Reviewed rules required by the Facility Schools Act.
* SB23-219 requires the Facility Schools Board to adopt new rules.
* Aligning rule language with new statutory language.
* The Facility Schools Board was provided time to ask questions, ask for clarity, and note concerns.
* The Facility Schools Board suggested taking the opportunity of having the rules open to review internal documents to update application requirements and review processes to accurately reflect current rules and practice.
* The Facility Schools Board voted to officially notice the rules.
* Office of Facility Schools’ staff will publicly note the notice of rulemaking on their website and in other public meetings, they will also bring all written comments about the rules back to the Facility Schools Board for their review.
* The Facility Schools Board will have the hearing for these rules at their December 7, 2023 meeting.

**Board Vote on Notice of Rule Making:**

Carolena Steen called for a motion to accept the notice of rulemaking as presented.

The motion was made by Steven Ramirez and seconded by Sonjia Hunt. The Facility Schools Board unanimously approves the notice of rulemaking as presented. Notice of rulemaking adopted as is.

**ESSU Fall Directors Meeting Debrief:**

* Thanks to Board members who attended – Doug Hainley, Steven Ramirez, Carolena Steen
* Thank you to staff, facility school team members, district/BOCES staff, etc. for support – Wendy Dunaway, Annie Haskins, Nancy Ingalls, Sandy Malouff, Robin Singer, Judy Stirman, Ann Symalla, and Callan Ware.
* Lots of great comments from the field! The Office of Facility Schools will be providing this feedback to the Facility Schools Board, Tuition Cost Workgroup, and SB 23-219 Workgroup for consideration.
* Judy mentioned that the team would be compiling the comments/feedback/inputs and Virginia/G suggested that it would be helpful to have that 'documentation' available in the shared 'Board Member Work 2023" folder.

**In-Person Meeting Morgridge and Spectra:**

* Board agrees on an April 11, 2024, In-person meeting. Site will be determined at the 11/9/23 meeting.

**Team Updates:**

**Judy:** Team has been really busy this month with Tuition Cost, October Count, the Kaleidoscope Conference, attendance data etc. Each team member will provide additional details in their reports.

**Robin/Ann:** Attending Monitoring visits to facilities, holding IEP trainings.

**Wendy:** Wrapping up Kaleidoscope paperwork and collecting surveys, JBC report of the work group is complete and has been submitted, Guidance for implementation to come for specialized day schools, Reviewed the Shared Operational Services grant application. Formal approval of the grantee won’t be until the November State Board meeting, Induction renewal coming, will be collecting information soon.

**Annie:** IEP system review committee has met to review different vendor presentations. Narrowed the vendors to top 3. Reviewing vendors with CDE Purchasing and Special Education monitoring teams. Training on state assessments. Running reports for ML students - a third of the schools still need to enter home language data. Roughly 20 students have identified their primary language is something other than English, this will need to be taken into consideration for training in house personnel to provide the ACCESS Assessment.

**Lori:** Tuition Cost Application collection is done; October Count is done. The December Staff collection will open on November 2nd. Supporting Dillinger RAD with attendance data. Providing IC and i-Ready support.

**Darren:** Wrapping up Kaleidoscope invoices for our vendors, started all travel reimbursement paperwork, will start paperwork for November Board and Director meetings. He has been supporting Wendy with the Workgroup from posting the agenda to the website to running the slides at meetings.

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| **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.  Barb mentions the great turn out at Kaleidoscope.  Virginia Winter - Update on board development work continuing in the month's head and a note that the responsibility matrix has been revised in keeping with the Board's requests at the September meeting - this edition can be accessed at any time in the Board Member Work 2023 folder.  **Next Steps/Adjournment of Meeting**  Carolena Steen called for a motion to adjourn the meeting.  Steven Ramirez made a motion to adjourn seconded by Sonjia Hunt. All voted aye to adjourn.  **Next Meeting: November 9, 2023. In-Person Only!** |
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