

MSDB COMMITTEE MEETING

AGENDA

June 20, 2019

4:00pm-5:00pm

Call to Order at 4:03pm by Mary Jo Bremner

1. Roll Call

Name	Present	Absent
Carol Clayton-Bye		x
Darlene Schottle	x	
Donna Schmidt		x
Donna Sorensen	x	
Jim Kelly	x	
Mary Jo Bremner	x	
Paul Furthmyre		x
Pete Donovan	x	
Others Attending:		

2. Approval of Agenda

D/HH=Deaf or Hard of Hearing, B/VI=Blind or Visually Impaired, DB=Deafblind

**Some numbers below indicate ongoing total since the beginning of the school year*

Agenda Item	Report																																							
Numbers	<p><u>EDUCATION NUMBERS</u></p> <p><i>Visually Impaired Department</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;"><i>M</i></th> <th style="text-align: center;"><i>F</i></th> </tr> </thead> <tbody> <tr> <td>Pre-School</td> <td style="text-align: center;">2</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Elementary (K-6)</td> <td style="text-align: center;">4</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Middle School (7-8)</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td>High School (9-12)</td> <td style="text-align: center;">6</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">13</td> <td style="text-align: center;">8 (21)</td> </tr> </tbody> </table> <p><i>Deaf/Hard of Hearing Department</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;"><i>M</i></th> <th style="text-align: center;"><i>F</i></th> </tr> </thead> <tbody> <tr> <td>Pre-School</td> <td style="text-align: center;">0</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Elementary (K-6)</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Middle School (7-8)</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td>High School (9-12)</td> <td style="text-align: center;">2</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">7</td> <td style="text-align: center;">15 (22)</td> </tr> </tbody> </table> <p><u>CAMPUS</u></p> <p>*Total placement requests: 14</p> <p>*10 Day Observations: gather records: 1 (VI-7, DHH-6, DB-1)</p> <p>*Total Placement recommend: 6 (VI-3, DHH-3, DB-0)</p> <p>*Placement req. changed by Family: 5</p> <p>*Not qualify: 2</p> <p>*Total being processed for fall: 8</p>			<i>M</i>	<i>F</i>	Pre-School	2	0	Elementary (K-6)	4	3	Middle School (7-8)	1	1	High School (9-12)	6	4	Total	13	8 (21)		<i>M</i>	<i>F</i>	Pre-School	0	4	Elementary (K-6)	3	4	Middle School (7-8)	2	2	High School (9-12)	2	5	Total	7	15 (22)	<p><u>CAMPUS VISITS*</u></p> <p>* 2 Families</p> <p>* 3 Job Shadows</p> <p>* 1 Nursing student interest</p> <p>* 2 Career Interests</p> <p>* 2 ASL classes</p> <p><u>COTTAGE: 16 total students</u></p> <p>9 DHH, 7 VI</p> <p>4 Boys, 12 Girls</p> <p><u>OUTREACH</u></p> <p><u>Data as of 5/25/19</u></p> <p>2402 *Family Contacts D/HH</p> <p>3777 *School Contacts D/HH</p> <p>1559 *Other Contacts D/HH</p> <p>2086 *Family Contacts B/VI</p> <p>2551 *School Contacts B/VI</p> <p>1085 *Other Contacts B/VI</p> <p><u>Data as of 5/25/19</u></p> <p>51/611 *Trainings / *# Attend</p>	
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<p>Superintendent Report</p>	<p><u>Reminders</u></p> <ul style="list-style-type: none"> • Deaf Teen Leadership Camp – Superintendent will be in Randle, WA volunteering at this camp from June 25-July 2, 2019. This year, there are 5 Montana Students attending. • Council of Schools and Services for the Blind (COSB) Board Meeting – The summer face-to-face meeting will be held in Grand Forks, ND. Superintendent will be attending from July 8-11, 2019. • Superintendents of Deaf Schools in the West Meeting – Superintendent will attend this meeting in Salt Lake City, UT from July 24-27, 2019. <p><u>Summer Projects</u></p> <ul style="list-style-type: none"> • Website content submitted and new website up and running. • Handbook updates for Staff/Personnel, Safety (final edits), Student/Family • Policy updates • Planning for New Employee Orientation – August 15, 2019 • Planning for Orientation Safety Day – August 19, 2019 • Organized for 2019-2020 School Year • Collective Bargaining Agreement negotiations for MFPE and UFCW • Routine maintenance scheduling for each building <p><u>Montana Association of the Deaf Conference</u></p> <p>Superintendent attended this conference June 14-15, 2019. She gave a report on Saturday to update the Deaf community about happenings on campus since the last conference. Concerns were expressed about the Montana Deaf and Hard of Hearing Center as Betty VanTighem would like to step down from running the Center. Concerns were also expressed about the lack of Interpreters in Great Falls.</p>
<p>Union Items</p>	<p><u>MFPE</u></p> <p>Administration and one representative from MFPE attended a Negotiations training hosted in Helena by MFPE and the Dept of Labor regarding negotiations for all state employees.</p> <p><u>UFCW</u></p> <p>Salary increases were given to UFCW employees to bring them to mid-market or above (for those who have worked here a significant number of years).</p>
<p>Education</p>	<p><u>Graduation</u></p> <p>MSDB had three students graduate. They were all from the Visually Impaired Department. One student will be returning for the LEAP Program (see below). One student will be continuing in educational opportunities at CMR High School. One student will be attending the University of Montana.</p> <p><u>LEAP Program</u></p> <p>This summer, MSDB plans to define and refine our Post-High School Transition program. The new program will be Life Skills, Employment, and Academics Post-High School (LEAP) Program. There will be an application system where the future participant designs their programming and MSDB staff will work with those students in accomplishing those goals. Stay tuned for more information.</p> <p><u>2019-2020</u></p> <p>Most teachers left the school year with a good idea of what and who they would be teaching in the fall. Several staff members will be relocating to different classrooms and offices.</p>
<p>Student Life</p>	<p>To close out the 2018-2019 school year the students were very busy with activities, packing and cleaning. Because our cottages are used during the summer months the students and staff work really hard to get things cleaned up for the participants.</p>

	<p>On May 19, for the annual end of the year Cottage Student Council trip the students and staff went to Bozeman to the Museum of the Rockies. The kids loved all the exhibits. On the way back they stopped at the Pizza Ranch in Helena – kids enjoyed that as well.</p> <p>Each department (ones where students reside) had an end of the year party and then for Memorial Day weekend there were several BBQ’s, trip to Cold Stone and students attended the Open Captioned showing of Aladdin. Due to the rainy weather the outside activities were cancelled. Our MSDB Foundation provides the funding for these activities.</p> <p>The last day of school was Friday, May 31st and the first summer event begins at 4:00 PM on that same day!</p> <p>During the summer many staff are able to work at the Family Learning Weekend (FLW) for the Hard of Hearing (DHH) and the FLW the Blind and Visually Impaired for the Deaf. The first weekend was held May 31 – June 2 was for the families of Deaf and Hard of Hearing children. The attendance was great as there were more than 130 people at the weekend! As with all of the summer events staff from the education department (both the DHH and VI) as well as cottage staff work together to make the weekends a success. The Outreach Consultants work hard to put together the parent program and encourage their families to attend these Learning Weekends!</p> <p>June 7-9 was the FLW for the families with Visually Impaired children. This year there were twelve (12) families that participated. While the numbers were down a bit this ended up being a good thing for the kids groups. With the smaller numbers they were able to do some experiences under the blindfold, some basic cooking and a scavenger hunt with a bit of an Orientation and Mobility twist.</p> <p>The other two events are the Deaf Camp which was held June 16-22. Ten students were in attendance. The Summer Skills Program (Blind Camp) will be held July 7-13. For many of the kids this is the best week of summer as they meet back up with their peers and meet new friends as well as just have fun! The MSDB Foundation is a huge supporter of the summer events held on campus.</p> <p>Several Student Life Staff will attend the National Student Life Conference for Deaf and Hard of Hearing held in Hartford, Connecticut June 23-28. This is the main (about the only) professional development opportunity for Student Life Administrators and Supervisors. This conference is held every two years.</p> <p>The Student Life Program currently has two (2) openings – Cook (vacant since January 2019) and Behavior Counselor. Administration will be working hard this summer to fill those vacancies. The first application review will be June 20th. There will also be time set aside to fine tune the Orientation Schedule (August 19-23) as well as determining which cottages the students will live in and which staff will be working in which cottages. Changes are made to ensure that the students are placed in the department that can best suit their needs.</p>
Outreach	<ul style="list-style-type: none"> • Cochlear Implant workshop on April 5th was well attended with 32 people on campus. • Untangling the Dots happened on campus May 16th-18th with five attendees getting lessons completed toward their Braille Certification. • Continuing Online ASL classes as well as community sign classes through our grant. The summer classes will begin June 25th. We have two classes running this summer online with our Deaf Mentors. • Working with schools on last minute orders for needed APH materials with public schools for low vision and blind students before the school year ends.

	<ul style="list-style-type: none"> • Preparing in-service trainings with school districts for summer in-services and starting to set up fall in-services. • We are setting up Deaf Mentors to go into the homes and work with families as part of the Newborn Hearing Screening Grant. • Family Learning Weekend for the Deaf at MSDB May 31st-June 2nd • Family Learning Weekend for the Blind at MSDB June 7th-9th • CI Saturday in Helena July 20th for all ages of Cochlear Implant users.
Business	<ul style="list-style-type: none"> • Fiscal year end is quickly approaching (June 30th) and it appears that we will not be asking the State of Montana for supplemental funds for Education personal services as we anticipated due to the July 2018 Education increases. It will be close at fiscal year-end, as of today June 10th I am anticipating that we will end the year with approximately \$1,250 remaining in the Education program for personal services. We have not overspent in any areas at this time and I don't anticipate doing so in any program. • We recently gave the UFCW workers a pay increase that was negotiated with the UFCW field representative, Sarah Thody. Donna Sorensen mentioned this in a recent e-mail. The increases brought the UFCW workers up to the market mid-point or higher for this group of employees. They have been grossly underpaid, and often overlooked when pay increases have been given to the Education program. • I just completed our agency work on the turn-around of the budget that came out of the recent legislative session. All state agencies have some work to do to break out that budget into the detailed areas it will be needed.
Maintenance and Facilities	<ul style="list-style-type: none"> • The bids for the cottage roof replacement were opened last week and awarded to a local roofing company. We anticipate work to start on the replacement of the cottage roof fairly soon. The exact date is unknown at this time. • We recently hired a part time Maintenance worker. His name is Ruben Ulibarri. He will be working 20 hours a week, mainly cleaning the gym, pool and locker rooms. He will also be assisting in cleaning the dining room during summer events, and helping with other maintenance projects as the come up.
Foundation	<p><u>Lion's and Foundation Reader Project</u> The remaining 50 machines have been purchased for the Low Vision Reader Project. This summer, the machines will be inventoried and tagged and ready to go out to students in the fall. This project has been a joint venture of the MSDB Foundation and the local, state, and national Lion's Clubs.</p> <p><u>Project Expansion</u> The Foundation is now working with the Lion's club to extend this Low Vision Reader Project by purchasing devices that allow braille to be accessible to braille readers.</p>
Calendar Items	<ul style="list-style-type: none"> • June 16-22, 2019: Deaf Camp • June 25-July 2, 2019: Deaf Teen Leadership Camp in Randle, WA • July 7-13, 2019: COSB Board Meeting in Grand Forks, ND • July 24-27, 2019: Deaf School Superintendents meeting in Salt Lake City, UT • August 15, 2019: New Employee Orientation • August 19-23, 2019: Orientation Week • August 25, 2019: Cottage open for returning students • August 26, 2019: First Day of School • September 2, 2019: Labor Day – No School • September 12-13, 2019: Regular BPE Meeting • September 14, 2019: EIPA Written exam in Helena • September 16, 2019: Governor's Award Ceremony in Helena • September 20, 2019: Travel Home • September 22, 2019: Travel Return • October 7-13, 2019: COSB Leadership Institute / APH Annual Meeting in Louisville, KY

	<ul style="list-style-type: none"> • October 16, 2019: Travel Home • October 20, 201: Travel Return • October 21, 2019: MSDB Foundation Board meeting • October 25-26, 2019: Deaf Enrichment Weekend • October 30, 2019: End of First Quarter • November 7-8, 2019: Regular BPE Meeting • November 8-9, 2019: Visually Impaired Enrichment Weekend • November 26, 2019: Travel Home • December 1, 2019: Travel Return • December 18, 2019: Dress Rehearsal for Winter Program at 9am • December 19, 2019: Winter Program at 1pm • December 20, 2019: Travel Home • January 2, 2019: Travel Return
Notes for next BPE Meeting	Action Item: Policies Action Item: Out of State Travel Action Item: Human Resources

Meeting was adjourned at 4:30pm.