

Meeting Minutes-NLIC/ICCOD
Wednesday, October 4, 2023
Large Group at 8:30 am; Subcommittee's at 9:45 am (or shortly after meeting)
NLIC - Chair: Hannah Bober, Co-Chair: Mary Margaret Mathers
ICCOD - Becky Crane

Members Present: Hanna Bober, Jason Crane, Jessica Knutsen, Keely Waechter, Mary Margaret Mathers, Michelle Foshay, Shannon Proulx, Tisha Warbalow, Ann Finifrock, Karissa Kucera, Laura Birman, Jenny Bouchie, Jill Pring, Jessa Cook, Emily Martin Thompson, Harmoni Price, Tiffany Pearson, Melissa Nick, Becky Crane, Sarah Burris, Nancy Olsen, Julie Venus, Justin Bonner, Jennifer Peterson, Naseem Farchid, JoAnn Tingum, Laura Wieck, Dee LeBlanc, Stephanie Rock, Marcia Anick, Tiffany Beckman, Nicole Leavitt

- Call Meeting to order
The meeting was called to order at 8:39am by Hannah Bober.
- Welcome returning and new NLIC members! Introductions (name and agency)
- Additions to Agenda and Approval - *No additions to the agenda.*
- Review and approval of [April 19, 2023 minutes](#).
Motion made by Dee LeBlanc to approve the April 19, 2023 Interagency Committee meeting minutes with two corrections. Under Special Education Administrative Unit - Jenny Bouchie and under agency sharing -Jason Crane spelled incorrectly. Second by Michelle Foshay. Motion carried.
- Presentation: Mark Hanna, Courage Kenny Rehabilitation Institution
 - *Based out of Duluth since 1979 and is locally owned.*
 - *Provide adaptive equipment for people from age 5 - adult.*
 - *55 Specialized adaptive equipment*
 - *Water related opportunities*
 - *Cycling program*
 - *Host the Arrowhead youth games that around 300 participants from K-8 come and enjoy the day. 1st Thursday in May.*
 - *There is a staff of 3 with around 530 volunteers.*
 - *Fees are asked to maintain the equipment when it is checked out.*
 - *Some counties do provide waivers for the cost*
 - *We never turn anyone away from services.*
 - *We do support field trips for Special Education students in the schools*
 - *Curling*
 - *Archery*
- Budget Update: (Jess-NLIC/Jason-ICCOD)
 - NLIC
 - *Accessing funds: where they come from, how they can be used, [how to get them](#)*

- *NLSEC Finance committee: who it is and what they do. (NLIC -Director of NLSEC, Treasurer, Chairperson, Co-Chairperson, each sub-committee chair).*
 - *[FY 2023 Budget](#) -\$11,855 - \$5.00 per student which comes from the December 1st child count.*
- ICCOD
 - *Accessing funds: where they come from, how they can be used, how to get them. ICCOD tab on the Duluth website.*
 - *ICCOD Finance committee: Request form is on the Duluth website with a committee that approves the fund requests.*
 - *Dollars available this year -\$9,000.00 speakers/booklets and flyers. No food items for events.*
- Sub Committee Summary:
 - Introduction of sub-committee chairpersons and brief description of sub-committee and focus:
 - Secondary Transition: NLIC - Jessica Knutsen, Dee LeBlanc, ICCOD -Keely Waechter
 - *Work with high school aged students and their families. Looking at post secondary transition including employment.*
 - *Big project is Mentoring Day*
 - *Update transition resource booklet and checklist.*
 - *What do we do at each age leaving high school?*
 - *Tours of colleges.*
 - Parent Advisory - NLSEC: Jessa Cook
 - *Goals in expanding*
 - *Learning about the committees*
 - *Expanding membership*
 - *Looking at member districts to connect with parents*
 - *Kristina Otten is an intern this year who is working on getting her special education director's license. Will be helping with the Parent Advisory committee.*
 - *Expanding social media*
 - *Meetings in conjunction with the NLIC meeting*
 - Parent Advisory - Duluth : Jason Crane
 - *Meet bi-monthhly, the 2nd Thursday of the month after school at 4:30*
 - Public Awareness/Outreach: NLIC - Michelle Foshay, ICCOD-
 - *Social media*
 - *Updating parent resource booklet and looking at putting it online*
 - *Overview of special ed*
 - *Obtaining a social worker*
 - *What new organizations are out there*
 - *Are all the links and organization correct/*
 - *Annual report - accomplished throughout the year*

- *Provider day - should we bring back in the Spring*

- **Agency Sharing:** (please share a brief update from your agency-new programs, changes, training, etc - let's utilize this meeting time as a public awareness platform to support kids and families.)

- Special Education Administrative Unit (Jason Crean and Jessa Cook)

- Jason -

- *The superintendent has been in the news quite a bit lately.*
- *Supporting every student*
- *Advancing equity -*
- *Improving systems - A couple areas would be: HR software-more diverse, recruit ppl of color and the budgeting software*
- *November 7th vote - 2 question ballot - 7.9 million per year for the Duluth schools if the referendum passes.*
 - *Maintain the wonderful opportunities that the ESSER Funds brought to us. To be able to hire academic reading & math interventions and mental health supports*
 - *Technology infrastructure*
- *A celebration this school year, I am in my 31st year - and this is the first year that we are fully staffed with teachers at the beginning of the year. Special services department had some difficult positions to fill. A stronger workforce this year.*
- *Students on an IEP are up about 100 students this school year.*
- *Opened two classrooms, setting IV site at Rockridge. This is not an ideal site as it's in the most Eastern part of the school district. Hopefully move to more center location*
- *Purchase agreement to buy the old Duluth News Tribune building. After remodel, we would like to move programs that are currently renting spaces to this building. Duluth will be saving money by purchasing this building.*
- *There were 4 new teachers that attended the new teacher training for this school year. Had to offer another training for an additional 7-8 new teachers. 50% turnover in the special services department along with the clerical area.*

- Jessa -

- *No report*

- Regional IEIC update- Becky Crane and Jenny Bouchie
- County Human Services - N/A
- Advocacy groups - N/A
- Vocational Rehabilitation Services + Employment Services - N/A
- Post-Secondary Education/Training Agencies - N/A
- Others -

- *Marcia from Arc Northland*

- *Arc Northland has moved over the summer, and will be sending out open house invites that will be happening in November*
 - *Emails & phone numbers are the same.*
- *Ann Finifrock from Pinewood.*
 - *Pinewood Cloquet and Duluth have moved together, all at the Cloquet location.*
 - *Sadly there is a waiting list*
 - *Come take a tour with your families*
- *Jessa Cook - NLA*
 - *3 sites down to 2 sites*
 - *Classrooms at the Garfield school in Cloquet*
 - *Classrooms at Carlton High School*
- *Tiffany Beckman - St. Louis County*
 - *Case managers no longer doing intakes*
 - *Four case managers for 16-21.*
 - *There is just one case manager unit. Don't have to figure out what unit will take the case.*
- *Karissa Kucera - Duluth Workforce Development*
 - *Virtual reality headsets to be used in schools.*
 - *Cost is quite high so looking for partnerships to help with the cost of the headsets. Maybe with the Boys & Girls Club.*
- *Jennifer Peterson with Childcare Aware, Region 3*
 - *Six staff that work with licensed childcare providers. Family & Childcare centers.*
 - *Statewide there is a search for childcare providers.*
 - *Parentaware.org to search for childcare providers.*
 - *Recommend calling if looking for specific details.*
 - *Grants and training for childcare providers. Funding for people that would like to advance in childcare.*
 - *Wayfinder for start-up childcares*
 - *Culture in childcare is really rough. Need bodies as we have certain ratios in childcare.*
- *Melissa Nick - Director of [Scottish Dyslexia Center](#).*
 - *Locations in Wisconsin and Minnesota*
 - *Free one on one services are provided at no cost for K-12*
 - *Train tutors to provide the services.*
- *Videos (Public Awareness)*
 - *Summary/Refresher of agency videos on [NLIC website](#)*
 - *NLSEC website - NLIC/ICCOD*
 - *Send in a 30 second promo video of each agency*
 - *Send in logos and website addresses.*

- Old Business:
 - Review 2023-24 NLIC/ICCOD (each subcommittee is responsible for finding a guest speaker).
 - VIRTUAL MTG: December 13, 2023 – Secondary Transition
 - VIRTUAL MTG: February 14, 2024 – Parent Advisory
 - IN PERSON MTG (PACC): April 10, 2024 -Public Awareness
 - Review Guest Speaker protocol (Jess K)
 - Send Jess Knutsen an email with contact information and logistics of scheduling them. About a month ahead.
 - Public Awareness has to set-up 2 presentations for this year. Checking on what the rotation looks like.
 - Other?
- New Business:
 - Other?
- Adjourn to sub-committee's.
 - *Motion made by Hannah Bober to adjourn the NLIC/ICCOD meeting at 9:32 a.m. Second by Nancy Olsen. Motion carried.*