



Minutes PBISaz Advisory Committee

Meeting Date: Sept. 16, 2013 Time: 8:00 A.M-12 PM Location: KOI Education, 424 S. 2nd Street Suite 105, Phoenix, AZ 85004

PURPOSE: Review 2013 PBISaz grant applications selection process, Review 2012-13 PBIS-AC final report, & advance our statewide SWPBIS Implementation Blueprint action plan.

PRESENT: Daniel Gulchak, Karen Sanders, Dan Davidson, Janna Murrell, Susan Benjamin, Gail Jacobs, Tyrone Peterson, Michael Remus, Linda Mosteller

ABSENT: Ildiko Laczko-Kerr, Jim Walker, Angel Jannasch- Pennell, Jean Ajamie, Orin Tkatchov, Miriam Podrazik, Brenda Melcher, Andrew Morrill, Robin Stamp, Katie Jebraail, Angela Denning

Item Short title	Discussion Include facts, key points, ideas, process, and decisions	Action Items Include person accountable and timeline	Person Responsible & Due Date Include completion date
Welcome and Introduction	Gulchak led introductions and reviewed purpose of the meeting. <ul style="list-style-type: none">• Leader- Daniel Gulchak• Facilitator- Susan Benjamin• Data- Dan Davidson• Recorder- Linda Mosteller• Time Keeper- Janna Murrell	<ul style="list-style-type: none">• No action at this time	
Teaming Process	<ul style="list-style-type: none">• Gulchak reviewed team roles, norms, expectations and past/present agenda.• No changes or updates to agenda or minutes.	<ul style="list-style-type: none">• No action at this time	



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PBISaz Grant Application 2013	<ul style="list-style-type: none"> • Applications were posted on the PBISaz website and emailed to the Advisory Committee for disseminated on July 8, 2013. Application closed August 30, 2013. • We had 12-15 inquires. Eight submissions were received, and 6 districts completed applications were submitted by Aug 30. Gulchak called the other two districts to check on their application but they both decided not to pursue the grant this year. All applications were sent to review committee. • District/School Readiness Agreement document info was very helpful and is being used as a rubric to judge applications. Up to this date, committee continues to review applications. PBISaz has funding to award 4 districts with 2 schools each. Schools will be notified by Sept. 27, 2013 • Signature Questions - What do we do with schools who "typed" in signature? Obtain actual signature of district designee and submit to Davidson. • LEA coordinator will be asked to sign three docs to ensure that they understand the outcome criteria of this grant: <ul style="list-style-type: none"> • School outcome criteria • Data audit tool • Seclusion/Restraint form • Davidson will ask for data graphs for districts to demonstrate SIS-DAD competency if they choose not to use SWIS. 	<ul style="list-style-type: none"> • Davidson will call/ask all perspective applicants to generate graphs at each of their sites for this school year through August and from January to May, 2013-graphs. • Davison will ask LEA coordinator to sign service provider criteria, school outcome criteria, seclusion/restraint incident report, and data audit tool to acknowledge that they know grant outcome criteria. 	<ul style="list-style-type: none"> • Mosteller will send Davidson MTBS grant qualifications by Sept 23, 2013. • Davison will notify winning schools by Sept 27, 2013 • Gulchak will email announcement to advisory committee and post on PBISaz website by Sept. 30, 2013.



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2012-13 PBIS-AC Final Report	<ul style="list-style-type: none"> • Email Dan with any corrections to document <ul style="list-style-type: none"> • Correction - Susan Benjamin not Phx Elem. Special Ed director, Madison Sped Dir. • Correction-Gail Jacobs not longer with juvenile corrections, JC Consultant • Future - are these (final report questions) the best questions to evaluate committee's work? • Suggestions: <ul style="list-style-type: none"> • Look at Advisory Committee's work and outcome of grant schools • Page 4-6, identifying current practices in AZ, we could do better • What do people feel they are missing to make decisions - we could bring in Horner, Sugai, Fixen to help us. • Look at barriers to progress, collaboration, sustainability • Awareness trainings - Center for Disability Law and Davidson present, could this partnership change? • Help LEAs and parents know about resources in AZ, here is what you need to do to get ready • Split on whether PBISaz has sufficient resources available for all schools • Perception that districts are resistant to training from Center for Disability Law • Last Friday in February, CASE conference, would be good venue for training. • Transition goals to provide awareness training 	<ul style="list-style-type: none"> • Peterson will speak to his director, Dr. Latham, with follow-up by Davidson or Gulchak to speak on collaboration. 	<ul style="list-style-type: none"> • Peterson collaboration by Sept 30, 2013.
PBIS-AC Year 2 Goals	<ul style="list-style-type: none"> • The PBISAZ Advisory Committee has 16 new goals this year, they were reviewed and discussed. 	<ul style="list-style-type: none"> • No action at this time - goals are already in process. 	



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SWBIS Implementation & Planning Blueprint	<ul style="list-style-type: none"> Team began to review the Blueprint, but felt somewhat overwhelmed by the task, priorities, and process for best accomplishing goals. Decision to use a group process to tackle items by breaking up in groups and reconnect to discuss as a group at next training. 	<ul style="list-style-type: none"> Place Blueprint as one of our first items in our meetings. Gulchak to call Horner and ask about best process to tackle Blueprint and strategies to prioritize items. 	<ul style="list-style-type: none"> Gulchak will set agenda and call Horner before Nov. 4th, 2013 meeting.
Next Meeting	<ul style="list-style-type: none"> Monday, November 4, 2013 8 AM - 12 PM KOI Education, 424 S. 2nd Street, Suite 105, Phoenix, AZ 85004. 	Monday meetings for upcoming year: <ul style="list-style-type: none"> November 4, 2013 December 9, 2013 January 13, 2014 March 10, 2014 May 5, 2014 	<ul style="list-style-type: none"> Gulchak will send agenda and meeting date reminders before next meeting