



## **CAPS Collaborative**

### **Board Meeting**

### **Director's Report**

**April 13, 2016**

**Annual Report:** Earlier this year we submitted to the DESE an Annual Report regarding CAPS Collaborative programs and fiscal standing for the 2015 school year. I have recently received a review of our annual report. I am happy to say that all aspects of the Program Annual Report were found to be in compliance however the DESE did identify several sections in our Auditor's report that required clarification. Working with Justin, our Treasurer, and the Audit Firm we have prepared and submitted a response that should meet the review requirements. One area we were cited for is a finding in non-compliance with GASB 45, which will require us to review our current policy around Health Insurance benefits for retirees. Board Chair, Mr. Pete Stephens and myself discussed setting up a sub committee to review our current policy and create a plan for moving forward to address this concern.

**IPAD donation:** Through a foundation started by a parent of an autistic student, 9 of our staff were recently awarded an IPAD for school use with students. The Nicholas James Foundation for Autism is set up to support getting IPADs into the hands of teachers and parents to aid in education for children with special needs. I was told that additional staff will be awarded IPADs in the future, as more funds become available to the foundation. We have added a thank you on our website and look forward to continuing our relationship with this generous organization.

**Private donation:** In addition to the IPADs we have received a generous donation from our past Executive Director Dr. Ed McCaul. Dr. McCaul has made a donation to be used to support the purchase of OT and PT equipment. Dr. McCaul's donation is rather timely as we have been discussing the purchase of student standers and walkers to support the Move Program initiative that was started this year. Staff received extensive training last summer around getting students up and out of their wheelchairs at regular intervals during the day. The previously mentioned equipment is a vital part of making the Move Program Curriculum a part of our daily programming.



**Appointment Letters:** As per the Collaborative Agreement each year the member district's School Committees are required to vote to appoint the CAPS Collaborative Board Member representatives. We have created a letter that will be sent to each Superintendent and School Committee Chair. I would appreciate if you can support this vote getting on a school committee agenda so we don't have a gap in representation on our Board for next year. Thank you in advance for your help.

**PD Opportunities:** I am working with Matt Holloway from the DESE to put on a free training for regular education, special education staff and district administrators on using the DESE's **Educator Effectiveness Guidebook for Inclusive Practice** and the related resources. I have canvassed the area special education directors and there appears to be a great interest in this tool. We have planned for the afternoon of June 2<sup>nd</sup> at 12:30 here in the CAPS PD Center. I will have a flyer ready next week and send it to the area districts.

CAPS will be offering a free **basic sign language training** this spring for parents and staff. It will run once a week in the evening for 5 or 6 weeks. We have had numerous requests for this type of training. We will run it as pilot this year to help us plan for a more formal program next year.

The PD Center has been used more and more this year. The regional DSAC's hold quarterly meetings, a regional SEPAC group have been meeting every other month, Special Education ETL's and a Special Education Director support group meet monthly for networking meetings as well. A private training firm, West Ed is also interested in renting the space for area trainings. I have in my planning a goal to better market this space in the future.

**FY2017 Space:** I have confirmed classroom space in most districts for next year. We should be all set to remain in each building. I will review our current agreement status with each district and make sure we are up to date. As I have mentioned in the past FLLAC is considering a possible office space move. I am working closely with Richard Murphy to plan in the event that they do move. I will have several options to repurpose of this space and will keep the Board informed as I have new information.

Respectfully Submitted By:

Cindy Landanno

Executive Director