Microsoft Teams Virtual Meeting
Call In: 1-802-828-7667
Conference ID: 120 168 625#
1 National Life Drive, Room 532
Montpelier, VT 05620-2501

<u>DRAFT MEETING MINUTES</u>

Members Present: Ana Lindert-Boyes, Twinfield Union High School, Vermont Principals' Association/UP for Learning, Co-Chair; Heather Bouchey, Deputy Secretary, Agency of Education (AOE); Marianna Donnally, Department of Mental Health; Sandra Cameron, Vermont School Boards Association; Christine Kilpatrick, Vermont Family Network; Amy Wheeler-Sutton, Building Effective Strategies for Teaching Students Project at the University of Vermont; Lindsey Halman, Vermont Restorative Approaches Collaborative; Chris Sheehan, teacher, appointed by the Vermont-National Education Association; Darren McIntyre, Vermont Council of Special Education Administrators; and Kym Asam, Vermont Independent Schools Association.

Members Not Present: Catherine Gallagher, Vermont Superintendents Association, Chair; Grace Brown, Burlington High School, Vermont Principals' Association/UP for Learning, Co-Chair; Steve Perrin, Vermont Principals' Association; Marilyn Mahusky, Legal Aid Disability Law Project; ; Justin Picard, Vermont School Counselor Association;

Members of the public/others: Jeff Maling, engineer and parent; Susan Aranoff

AOE: Maureen Gaidys

Call to Order/Roll Call/Amendments to Agenda
Emily Simmons called the meeting to order at 8:03 a.m. Emily nominated Amy to be chair for this meeting in Cat's absence.

Approval of Minutes from August 30, 2021
Kym Asam motioned to approve and Marianna seconded.
Approval of Minutes from September 24, 2021
Kym motioned to approve and Marianna seconded.

Opportunity for Public to be Heard
Jeff is advocating for expunging records to amend files. He has worked with his local school and has struggled to get momentum. He also wanted committee to consider the impact of attorneys on decisions about suspensions and exclusionary discipline. He has experienced aggressive legal counsel and feels they influence principals and put them in an awkward position in accepting their advice. He appreciated the efforts of the task force thus far. Jeff raised concerns about cyber attacks and potentially stealing school record data. He also thought that record keeping can be sloppy and schools have no need to hold onto the records after students have left the school.

Amy asked about processes and protocols for expungement of records. Other states have time frames. Emily discussed all states must follow Family Educational Rights and Privacy Act (FERPA) which requires an inaccurate student record be corrected on behalf of a caregiver/parent. Not all parents/caregivers are satisfied with the definition of accurate. Chris felt that attending to the long-term implications of student records and their content was something the committee should do. He was disturbed by the fact that an attorney was at an IEP meeting. Emily asked if the committee could move on and start the work of getting updates from the subcommittees. Marianna Donnally has offered to be a part of the data committee.

Open Meeting Law (OML) Review – Emily Simmons
Emily presented a brief slide show of open meeting law. She discussed the processes and protocols of what a public body does and presented the requirements of an open meeting including public attendance, minutes, quorum, etc. Meetings need to be warned and are two pronged – gathering of a quorum of the public body and/or a quorum of a subcommittee. Email can constitute a meeting as well which is why Maureen always cautions us not to reply to all. She presented what needs to be in the minutes as well. Amy asked about subcommittee numbers when members do not attend and what constitutes a quorum. Sandra wondered if 4 subcommittees are needed and if that could be discussed. Heather asked about the data subcommittee which is only 2 – 3 people and wondered if emailing each other constituted a meeting. Emily clarified that there is an exception for scheduling (when emailing). Marianna asked if people are interviewing would constitute a meeting. Emily clarified that 2 people would not constitute a quorum. Susan Aranoff suggested that all members should be on a committee. Attendees at subcommittee meetings that are not a task force member do not count toward a quorum. Amy asked how a subcommittee can use a report – specifically if done in a Google document. Everyone having access to a Google doc would be in violation of open meeting law. Work product can keep going until they have a finalized version of the report. You can forward drafts to each member. People can work on documents individually but cannot do it as an open document. People can contribute and then "harmonize" the report. The link of the document cannot be in the minutes because it is activity of a non-warned meeting. Showing it in the context of the meeting is fine. Amy recommended that timelines be put on documents (i.e., Google docs) to prevent a quorum. For example, Amy works on it through an identified date, then another committee member is given a timeline to work on it as well. In the interim, the public should not be able to review it.

Update from Subcommittee #1: Best practices, defining behaviors, other states
Amy who is on both subcommittee 1 and 2 reported out for both of them. She shared a document. Charged with other state's responses and policies to suspension. Lindsay found an article that outlines what other states have done (i.e., social emotional learning (SEL) professional development for all teachers, no suspensions for issues of truancy). Met yesterday and discussed how they may format requirements of best practice and started outlining some Vermont examples.

Update from Subcommittee #2: School staff, Professional Development (PD), Training
Started lists of different organizations and curriculums for PD/training. Sections on BEST, Responsive Classroom SEL, learning, DEI, Trauma informed/responsive, restorative practices, Up for Learning, Conscious Discipline, Community Justice Centers, etc. Amy reached out to providers to see if they have lists of which schools have been provided training. Also charged with looking at rules that govern data. Amy suggested this be a part of subcommittee 3. There are also recommendations for legislative action as a full task force but subcommittee 2 and 3 can work on that. Lindsey wondered

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about how to understand what behaviors are subject to exclusionary practices. What are the trends? Is data accessible? Kym wondered if Tracy Harris from AOE would have some Rule 4500 data. Should the data subcommittee take on reviewing large data bases that might have information regarding behaviors that constitute exclusionary practices? Heather wondered if the subcommittee needs data to make decisions about behaviors that have resulted in exclusionary practices. Heather recommended we look at the red lines that would constitute the use of exclusionary practices. Lindsey asked how to make recommendations for enforcing suspensions and expulsions. She said they don't have a clear picture of what approaches schools are using (proactive and preventive vs. reactive). Heather noted that data is not great because of COVID-19. Kym suggested that the committee needs to look to disaggregate data for disproportionality. Heather suggested moving forward and then using data to fine tune the reports. She can get categories for exclusionary discipline to this subcommittee. Amy reported she already has a list. Heather and her subcommittee have a large report she is trying to make digestible. Heather also mentioned the intentional collaboration between Department of Mental Health (DMH) and AOE.

Update from Subcommittee #3: AOE Dashboard
AOE has an SEL curriculum that they are using.

Update from Subcommittee #4: Services for Students under age 8
Sandra reported that under 8 includes all students in any learning environment. Removed the group for anything other than illness, special education services, etc. is considered non- exclusionary practices. Services and resources that exist are being addressed by subcommittee 1. There are gaps in data between public, private, independent schools and gaps in data collection (primarily in private pre-K programs). Question about what is required in SEL learning. What supports are available to students who do not qualify for IEP services? Committee discussed Children's Integrated Services (CIS). Potential conflict of interest in some Designated Agencies (DAs) if the client is an employee or employee's child and therefore, no services are offered. Current models of small programs that were eliminated due to mergers. Some programs get mentors/coaches/supervisors and others do not. Alignment of AOE and AHS requirements, reduction of redundancy, improved data collection, consideration of how capacity and economy of scale is a significant challenge that all teachers get quality training/PD. The ban on exclusionary practices does not apply to private agencies. Heather suggested that task force recommends that all organizations that provide any educational services need to comply with this as well.

Next Steps
Subcommittee 1 meets on Wednesdays at noon. Other subcommittees have talked about making plans to regularly meeting. Data subcommittee still have a significant amount of work to be done. Can we have a standing meeting time/date for this task force. Maureen will do a Doodle poll for some suggestions for a regularly scheduled meeting. Subcommittee 1 will merge with subcommittee 4.

Adjourn: Sandra motioned to adjourn, Marianna seconded.
The meeting adjourned at 9:21 a.m.

Meeting minutes submitted by: Kym Asam