

Dear Oliver,

Attached, please find my notes from which I spoke. It does not provide all comments made and is only an outline of topics I considered when preparing to speak today. Kim had asked for them to support minute writing.

Best,  
Erin

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Pronouns: she, her, hers

Erin Maguire, Director of Equity & Inclusion and Co-Director of Student Support Services  
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Testimonial Notes  
Agency of Education Meeting  
July 27, 2022

A. Special Education

- a. FAPE
- b. Contingency planning for the needs of unanticipated students
- c. Outside Placements
- d. Contracted Services
- e. Expertise required for FAPE
- f. Special Education Policy development
- g. EPSDT
- h. Medicaid Billing
- i. High school student LEA engagement
- j. Virtual services
- k. VAVBI
- l. Vermont Deaf and Hard of Hearing
- m. BCBA
- n. New federal guidance - discipline and students with disabilities - need FBAs & BIPs
- o. 504 oversight and grievance process
- p. Child Find and evaluation processes
- q. Evaluation services
- r. Legal services
- s. Rule Changes: Rtl implementation
- t. Training and support plans

B. Education quality standards implementation

- a. Curriculum development process
- b. Supervision and Evaluation of teaching practices
- c. Chart out implementation across EQS?

C. MTSS implementation

- a. EST structure design process
- b. The research-based instruction design process
- c. Tiered intervention designs process
- d. Comprehensive local assessment plan design process

D. Legal implementation questions:

- a. Grievance and investigation design process
- b. Title IX design
- c. Legal support design
- d. HHB implementation design with appeal components

E. Providing a roles and responsibilities chart related to the employees and who is going to do what:

- a. Curriculum design
- b. MTSS
- c. Special Education leadership and monitoring
- d. Assessment design and implementation
- e. Data review and monitoring
- f. Collaborative Team Designs

- g. Purchasing and bookkeeping
- h. State reporting
  - i. SEER
  - ii. Quarterly spending reports
  - iii. Monitoring
  - iv. Census reporting
  - v. Statbook
  - vi. MTSS Surveys
  - vii. COVID recovery reporting
  - viii. Grant applications
  - ix. Grant reporting
  - x. Other areas beyond my expertise
- i. Federal requirements
  - i. Grant writing: CFG, IDEA
  - ii. E-rate
  - iii. Child Nutrition reporting and applications
  - iv. Procurement
  - v. Time and Effort
  - vi. Civil Rights Data Collection
  - vii. Other areas beyond my expertise

Areas of the question for future viability discussions:

- A. Viability analysis will require a fully presented SU and school district budgets (both Lincoln and Ripton) and a comprehensive implementation plan of school district responsibilities that covers all VT requirements.
- B. Appeal processes across areas
- C. General contingency for any unanticipated costs
- D. ACSD seniority impact on MSU
- E. Access to expertise for FAPE implementation (Dyslexia/Dyscalculia/Dysgraphia, ASD, Mental Health challenges, medical needs)
- F. Personal care needs
- G. Paraeducator allocation
- H. BI support design
- I. A plan for sudden need for high levels of administrative action and work given part-time FTE
- J. A plan for sudden needs around technology emergencies
- K. Unexpected building needs for accessibility and programming (ADA, IDEA)
- L. ECSE staffing plan
- M. Policy & Procedure decision-making and timing
- N. Equity and anti-bias practices and procedures

Possible Actions to Address Question and Concerns:

- A. Develop a roles and responsibilities chart that clarifies which positions will hold specific responsibilities. This would help analyze the viability of the FTE proposed.
- B. Explain how related services will be provided outside of virtual options.
- C. Ensure appropriate staffing for paraeducator support.
- D. Create a plan for financial contingency across areas of potential need.
- E. Ensure a plan is in place for unanticipated special education costs in a way that will not violate FERPA.
- F. Create a construct for contracted services that build out expertise to meet the FAPE requirements of students.

- G. Create an FTE and responsibility model for MTSS implementation.
- H. Present a comprehensive budget for MSU to include Lincoln.