



# Special Education Advisory Panel Executive Board Meeting

## APPROVED MINUTES

**Meeting Place:** Virtual Meeting

**Address:** Microsoft Teams platform

**Date:** Monday, September 6, 2021 (4:30 p.m. to 6:30 p.m.)

**Present:** Rachel Seelig, Crista Yagjian, Jamie Crenshaw, Katie Ballard, John Spinney

### Agenda:

4:30-4:40 Come to Order, Approve Minutes

4:40-5:10 Review and Plan for September Meeting Agenda

5:10-5:50 Review and Discuss Long-Term Plan for 2021-22 Program Year

5:50-6:20 Discussion of Subcommittees

6:20-6:30 Public Comment

6:30 Adjourn

### Come to Order, Approve Minutes:

The Executive Committee came to order at 4:35, lacking a Quorum approval of the minutes was tabled.

### Review and Plan for September Meeting Agenda:

Rachel reviewed the agenda for the September meeting. No changes were requested. Rachel will confirm Sabine has the agenda and it is posted to the website. Rachel will send the pre-meeting reminder email with materials and the agenda for September.

### Review and Discuss Long-Term Plan for 2021-22 Program Year:

Reviewed Rachel's draft plan for the program year. The Executive Committee agreed with the proposed plan. Agendas will be driven more by the SEAP than the Agency this year. There will be a standing agenda item on closing the success gap, and implementation of the new special education rules, there will be an alternating agenda item of Success Stories / Unmet Needs recommendations. The Executive Committee also agreed to work together on identifying guest speakers and providing focus questions for guest speakers. Agendas will also include time to receive Agency updates on work done to address previously identified areas of unmet need.

### Discussion of Subcommittees:

Rachel presented on updates for three of the subcommittees.

**Evaluations & Reporting** will continue to be chaired by Sara Kruk. Its members also include Jamie Crenshaw, Sandra Chittenden, Crista Yagjian, and Rachel Seelig. It meets on the 2<sup>nd</sup> Monday of the month. Its current assignment is to:

1. Support our responsibility to advise the State Education Agency (SEA) in developing evaluations and reporting on data to the Secretary.

2. Developing recommendations for advice to the Agency regarding the SPP indicators, including parent involvement and the parent/family survey, significant disproportionality, the state systemic improvement plan (SSIP) state-identified measure (SiMR), and other evaluations and reports.

The Executive Committee agreed to update the assignment to recognize the upcoming completion of target setting, and to wrap in the work of the not-activated Correct Action Plans Subcommittee for 2021-22 to be:

- 1) Support our responsibility to advise the State Education Agency (SEA) in developing evaluations and reporting on data to the Secretary and to advise the State Education Agency (SEA) in developing corrective action plans to address findings identified in Federal monitoring reports.
- 2) After completion of current work making recommendations to full panel on new targets for SPP/APR, annually review the State SPP/APR report and LEA determinations, identify areas of concern to present to full panel, and make recommendations to full panel on areas for Agency engagement to improve SPP/APR SEA and LEA determinations.
- 3) Continue engagement on SSIP including designating a member for participation on Agency initiatives to make progress on the SSIP
- 4) Making recommendations on advice on the processes for corrective action, as well as advice on any plans for corrective action for LEAs. In addition, this group will be responsible for developing recommendations for advice on the State's OSEP (Office of Special Education Programs) report and corrective action plans that need to be implemented at the state level.

As in the past, recommendations will be presented to the full Panel for approval.

**Unmet Needs** will be chaired by Crista Yagjian. The Executive Committee appreciates Kaiya's service as chair last year. Members also include Kaiya Andrews, Jamie Crenshaw, Katie Ballard, Sandra Chittenden, Carrie Lutz, Susan Comerford, Scarlett Duncan, and Mary Barton. This group meets on the 4<sup>th</sup> Tuesday of the month.

Its current assignment is to:

1. Identify and understand areas of unmet need and make recommendations to the full panel on advice the panel should give to the State Education Agency (SEA) on unmet need.
2. Topics we identified for this committee to explore at this time include unmet needs due to/connected with:
  1. COVID-19, 2. Act 173; 3. Adverse Effect; 4. Use of the severe discrepancy model for determining Specific Learning Disability (SLD); and 5. Lack of parent advisory groups (SEPACS) required by Title I of ESEA

The Executive Committee agreed to update the assignment to recognize the progress that has already been made in providing advice on Act 173 implementation and that Adverse Effect and Discrepancy Model were addressed through the Rules & Regulations committee in changing the special education rules effective July 1, 2022.

Therefore, the update assignment will be:

- 1) Identify and understand areas of unmet need and make recommendations to the full panel on advice the panel should give to the State Education Agency (SEA) on unmet need.

- 2) The Unmet Needs Committee shall provide recommendations to the Full Panel on a bi-monthly basis.
- 3) An area of unmet needs is an issue that exists either across LEAs or is known based on multiple forms of information (e.g., parent experience, SPP/APR determination, teacher/LEA experience, other data source) within the special education system where there is believed to be a systemic gap between an area of need for students with disabilities and what is provided.
- 4) In addition to the previously identified issues of SEPACs and COVID-19, areas of focus will be provided to the committee at the conclusion of Full Panel meetings.

**Rules & Regulations** will be chaired by Jamie Crenshaw. Members also include Sandra Chittenden, Crista Yagjian, Joy Wilcox, Sarah Fabrizio, and Rachel Seelig. It meets regularly on the 4<sup>th</sup> Thursday of the Month. The Current assignment of the committee was focused on our public comment on the rules when they were open for comment in 2020:

1. Support our obligation to publicly comment on rules or regulations regarding the education of children with disabilities
2. Continue drafting public comment on the Special Education Rules. Everyone needs to complete the new prioritization survey, including the folks still waiting for appointment. We now have more time to work on comments based on the input of all participants, and to determine if there are areas of the rules that were not even identified a needing public comment. This group will then be tasked with discussing those areas of the rules and drafting proposed written comment. The drafting will be presented to the full State Advisory Panel to review and approve. This committee's work on drafting comments needs to be completed by October to bring to the full council, so that any changes can be made by our November meeting, and our final comments submitted to the Board of Education in December.

The Executive Committee agreed to update the assignment:

- 1) Support our obligation to publicly comment on rules or regulations regarding the education of children with disabilities
- 2) The Rules & Regulations Subcommittee will work with AOE staff to review planned professional development and technical assistance materials for the field in advance of release to provide recommendations to the Full Panel on advice to be provided on the materials with a particular focus on consistency with intent of Rules changes, accessibility to all stakeholders, and additional areas of technical assistance, professional development, and family engagement that may be needed to ensure successful implementation of the amended rules on July 1, 2022.

Special Meetings may be required during the 2021-22 year, with recommendations directed to the Executive Committee for approval due to the short turnaround needed by the Agency of Education. Rachel will check in with Emily Simmons to confirm the process for special meetings.

Changes to Membership and By-Laws were tabled, but the upcoming meeting of this subcommittee will be canceled. At the next Executive Committee meeting changes to this committee and activating or addressing the role of the Coordination of Services committee will be addressed.

**Public Comment:**

There was no public comment.

**Adjourn:**

The meeting adjourned at 5:24.

**Meeting Schedule (Hold the Dates):**

October 4, 2021 4:30-6:30 (Monday)

November 3, 2021 4:30-6:30 (Wednesday)

December 2, 2021 4:30-6:30 (Thursday)

January 4, 2022 4:30-6:30 (Tuesday)