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## Special Education Advisory Panel Executive Committee

### Draft Meeting Minutes

**Meeting Place:** Virtual Teams meeting

**Date:** February 1, 2024

**Present:** Jaqui Kelleher, Crista Yagjian, Sandra Chittenden, Scarlett Ducan, Teagen Comeau, Heather Willis-Doxsee, Cammie Naylor, Katie Ballard

**Agenda:**

- 4:30 – 4:35 Call to order, Agenda changes, Approve outstanding minutes
- 4:35 – 4:40 Public comment
- 4:40 – 5:15 Bylaw Discussion and potential proposal vote
- 5:15 – 5:45 Discuss agenda and plan for February full panel meeting
- 5:45 – 6:05 Review of indicator conversations and discussion of next steps
- 6:05 – 6:25 Membership material review and strategic planning for outreach
- 6:25 – 6:30 Public Comment
- 6:30 Adjourn

### **Call to order, Agenda changes, Approve outstanding minutes:**

Late Start -Call to Order 5:15.

Minutes Approval – Crista Moved; Jacqui Second – Outstanding minutes from May, August and November. Unanimous pass.

### **Public comment:**

Jacqui Kelleher – The system fails to trust and put the voices of families first. The barriers to systems and having needs met, especially those of medically complex children, require an expert to navigate to ensure children have their needs met.

Scarlett Duncan– It is very difficult for parents to navigate the system. No one tells parents what to do and then when they do navigate, institutional barriers are so much. Parents are exhausted.

Crista – parents need a space to share their experiences and challenges to bring them to the panel so unmet needs are heard.

## **Bylaw Discussion and potential proposal vote:**

EC agree to move forward with shared seats, need Governor's office to approve. Agree with quorum change, agree with change to continue business without quorum so long there is diverse membership and no voting occurs.

Vote to warn – JK Motion, CY second – Unanimous Pass.

## **Discuss agenda and plan for February full Panel meeting:**

Indicator 12 (John and Ana); Transition Wrap Up

GMSA DEBIB Tool and Conversation

Unmet Needs – Open forum for discussion

On Rada: Transition Evaluations and Alternative Exam, Patterns of Strengths and Weaknesses

## **Review of Indicator conversations and discussion of next steps:**

Agency will need certain feedback on Indicators to set benchmarks. This discussion will occur before the full Panel at next meeting (Indicators 1, 2, 13, and 14). Review of Indicators to present:

Feb – Indicator 12

March – Indicator 11

April – Indicator 3

May – Indicator 4a and 4b

## **Membership material review and strategic planning for outreach:**

No Discussion

## **Public comment:**

No Discussion

## **Adjourn:**

Meeting End 6:30

## **Meeting Schedule (hold the dates):**

[February 22, 2024](#) 4:30 p.m. -6:35 p.m. Executive Council (Virtual meeting)

[March 28, 2024](#) 4:30 p.m. -6:35 p.m. Executive Council (Virtual meeting)

[April 25, 2024](#) 4:30 p.m. -6:35 p.m. Executive Council (Virtual meeting)

[May 23, 2024](#) 4:30 p.m. -6:35 p.m. Executive Council (Virtual meeting)

[June 27, 2024](#) 4:30 p.m. -6:35 p.m. Executive Council (Virtual meeting)