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## Special Education Advisory Panel

### Approved Meeting Minutes

**Meeting Place:** Virtual Teams meeting

**Date:** November 9, 2023

**Present:** Scarlett, Alison, Katie, Jacqui, Teagen, Kim, Rene, Crista, Cammie, Dana, Tracy, Sandra, Sara, Ruben, Mollie Creager (VFN Intern) AOE staff John, Ana, Simona

**Agenda:**

- 4:36 – 4:40 Call to order, agenda/adjustments, minutes
- 4:40 – 4:42 Public comment
- 4:42 – 5:05 Dispute resolution outcomes presentation with Sarah Katz
- 5:05 – 5:50 Indicators 13 and 14 with John Spinney and Ana Russo
- 5:50 – 6:20 Final review and decision making on critical staff shortage white pages
- 6:20 – 7:25 Discussion about transition planning and questions together led by Jacqui Kelleher
- 7:25 – 7:26 Election of secretary
- 7:26 – 7:26 Public comment
- 7:30 Action steps and adjournment

**Call to order, agenda/adjustments, minutes:**

Reviewed agenda for 11/9/23. Meeting minutes will be available next month (Sept/Oct). A proposal to amend the bylaws with Cammie for the next Executive Committee meeting. Katie is meeting with the State Board of Education next Wednesday, she will be meeting membership going to Barnett's office.

**Dispute resolution outcomes presentation with Sarah Katz:**

VT started posting on website. Refer to presentation link from email. Sarah Katz was not at the meeting at 5:40, problem with public link there was a different link on website and on agenda. We need to address this.

Annual presentation on Dispute Resolution Data Categories set by OSEP/Data cut off June 30, 2023.

Complaints increased over three years (N equals 35), Complaints withdrawn/dismissed increased over three years (N equals 16).

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Contact Information: If you have questions about this document or would like additional information, please contact: Katie Ballard, Chair, at [Katie.ballard@vermont.gov](mailto:Katie.ballard@vermont.gov)

13 reports had findings of noncompliance. Anything submitted is counted, our numbers may have been over/under reported previously.

See slides for Basic Trends.

Note of Staffing shortages leading to IEP implementation violation, this connects to Questions/Answers.

Complaints by district equals manual tally (Christa will make public records request).

-Exp dr arise from change of placement and fix it right away – will get us the Rule.

Transition aged youth can go through public. Keep Sarah on the November schedule.  
Next month Open meeting Laws

### **Indicators 13 and 14 with John Spinney and Ana Russo:**

See AOE slides, John to share with the group

13 Transition Plans, 14 Postschool Outcomes. If Panel strong on CTE, please advise CTE will give AOE leverage. This topic totally relates to the VT P2P transition grant.

P2P LEAs: Windham NE, Two Rivers, Champlain Valley

### **Final review and decision making on critical staff shortage white pages:**

Recommendations:

- Add para rep to SEAP,
- Data on IEP,
- Specialized RS
- Number of Ss who can't access services survey number of families
- Specialized survey just for RS/BCBA
- Funded self-care (added to contracts?)
- Admin needs to own special ed as general education
- More leadership recs – tighten the division
- Involve paras in IEP as appropriate – make a priority
- Parents informed they can have a para at meeting
- Motion to move forward SBE/AOE/Legislative Bodies to submit appropriate parties
- 1 - Jacqui
- 2 - Teagen
- Unanimous Vote

## **Discussion about transition planning and questions together led by Jacqui Kelleher:**

The Panel had a community conversation about transition-aged youth. Jacqui took notes. Document went to the full Panel following activity. To Christa, we can pull together data for transition-aged youth.

## **Election of secretary:**

Tabled Secretary Nomination/Vote. Cammie Naylor will record December's meeting minutes.

Brainstorm notetaking support at 11/30/23 Executive Committee

"This goes in the minutes."

All panel members have access to recording with transcripts. Get more info on VT SharePoint site/email, Name and address -send out SharePoint again.

We need to get the bylaws out to the Panel for position description

## **Public comment:**

None

## **Action steps and adjournment:**

Regional Profile, Jacqui will send the questions for Panel review before next meeting to make revisions to recommendations.

7:30 PM Motion to adjourn- no objection