

DRAFT MINUTES

Meeting Place: Virtual Meeting

Address: Microsoft Teams platform

Date: Tuesday, January 19, 2021 (4:30 p.m. to 7:30 p.m.)

Agenda:

4:30 Come to Order

4:30-4:40 Approve December Minutes, Public Comment

4:40-4:50 Story Shares: Katie B. & Robin H.

4:50-6:30 AOE Items:

1) SPP/APR draft

2) Indicator 8 (Parent Survey) / Evaluations & Reporting Subcommittee

6:30-7:25 Subcommittee Items:

1) Vote on By-Laws amendments

2) Update from Unmet Needs Subcommittee

7:35-7:30 Applicant Vote

7:30 Adjourn

Present: Rachel Seelig, Patti Smith, Vickie Haskins, Susan Aranoff, Cassidy Canzani, Jamie Crenshaw, Joy Wilcox, Karen Price, Katie Ballard, Jacqui Kelleher, Ana Kolbach, Kristen Bigelow, Mary Barton, Mary Lundeen, Molly McFaun, Sandra Chittenden, Sara Kruk, John Spinney, Susan Comerford, Crista Yagjian, Kaiya Andrews, Sarah Fabrizio, Mary Lundeen

Come to Order:

Due to technology issues the meeting started at 4:36 and the panel moved into approving the December minutes.

Approve December Minutes, Public Comment:

Scarlett makes a motion to approve the December minutes, Sandra seconds the motion. There was no discussion about the December minutes. The December minutes were approved.

There was no public comment.

Story Shares: Katie B. & Robin H:

Robin H shared her touching personal story with the panel, Katie B requested to share at another time. The request was honored and she will present at a future meeting.

AOE Items: SPP/APR draft

Jacqui Kelleher, Cassidy Canzani, and Ana Kolbach shared the draft data that has been collect for the current year's SPP/APR which will be finalized and submitted in the next two weeks.

This presentation also served to re-introduce the panel to the SPP/APR, which is part of the state's overall responsibility for monitoring special education under IDEA. The State Performance Plan (SPP) is a blueprint for systems change. It is part of a six-year plan and is required for each State. There are 17 Indicators on the SPP. For some of the Indicators the State sets the targets, while others are set by the Federal government.

Understanding the current data from the current SPP will provide context for discussions moving forward for future meetings.

Our task as a panel is to understand the current data, provide contextual information on why we feel the State is seeing these results in the data collection, and advise the AOE about future target data goals. The AOE reviewed the 17 Indicators and the corresponding data collected on the current SPP which will be submitted to the Federal government on February 1st, 2021.

Discussion:

Questions were asked about specific data, how it was collected, and who was included in the data collected.

Feedback:

Feedback will be given throughout the year. This work on providing advice on indicator target goals for the SSP will be staying within the full panel meetings.

AOE Items: Indicator 8 (Parent Survey) / Evaluations & Reporting Subcommittee

Betty and Cassidy from the AOE have been working with the SEAP evaluations & reporting subcommittee.

Their goals were to simplify the survey, reduce the burden on parents who are asked to complete the survey, and gain useful information from the parent survey results. The Colorado survey was used as a framework to help improve Vermont's parent survey. Some of the draft changes were made:

- The responses choices would change to always, often, sometimes, never
- All questions are weighted equally
- Language changes within the questions
- Deleting a question for redundancy
- Adding a question specific to transition services
- Focusing on survey distribution, including using the Vermont Family Network, social media, school districts and local agencies to increase awareness and importance of completing the survey
- Providing support to school districts around survey distribution and
- Shift from the survey from being issued in the mail to an email format.
- Having the survey be emailed directly from the school instead of a third-party vendor, however a 3rd party vendor would receive the return survey from the parent to analyze the data.

Discussion:

There were concerns raised around the language used in the survey and that the survey is specific to only special educator, however, a special education student is first a general education student, and second a special education student. It is important that the student's entire educational team, including general education teachers, special educators, and specialists that work with the student be included within the surveyed questions. The Colorado survey does define who is on a child's special education team. Another

concern was raised about how the state will help provide translation services for parents whom English is not the primary language.

Feedback:

One piece of feedback was that it might be beneficial to monitor slippage within the parental report and to analyze the data as to why that's happening.

Subcommittee Items: Vote on By-Laws amendments

Robin H. presented the changes that were made to the By-Laws. The changes included identifying what role or "hat" a person is wearing, changing the wording in the By-Laws from council to panel, changes in membership numbers to meet federal requirements, changing terms would to begin on July 1st, identify expectations of panel members (highly recommended that panel members serve on one subcommittee, follow set group norms, and attend meetings) and changing the quorum from seven to fifty percent plus one.

Discussion:

What happens if your role when you are appointed changes? For example, what happens when your child turns 21 and is no longer on an IEP? The panel concluded that this doesn't have to be addressed in the by-laws you can serve a specific role within the panel as long as on the beginning of your term you were in that position.

In order for the vote to occur, two thirds of the panel members present needed to approve the By-Laws. The panel moved forward with a vote to change the By-Laws.

Scarlett made the motion to amend the by-laws, Sandra seconded. The motion was approved. The changes to the By-Laws were approved unanimously.

Subcommittee Items: Update from Unmet Needs

This subcommittee did not meet, instead, they will be having a meeting this week. We will be hearing an update from the Unmet Needs Subcommittee during the February meeting.

Applicant Vote:

Karen Price explained her intentions on being the PTI representative. Scarlett made a motion to endorse Karen's application, Crista seconded. Karen Price's application was endorsed by the panel.

Public Comment:

A question asked how recording can be reviewed after the meeting. It was suggested to contact Sabine from the AOE.

A request was made to provide a summary of the prior executive board meeting at the start of each meeting. Rachel agreed to start including that in each agenda.

Robin made a motion to adjourn the meeting, Crista seconded. Motion passed.

7:26 pm: Meeting was adjourned.

Meeting Schedule (Hold the Dates):

February 17, 2021 4:30-7:30 (Wednesday)

March 18, 2021 4:30-7:30 (Thursday)

April 19, 2021 4:30-7:30 (Monday)

May 18, 2021 4:30-7:30 (Tuesday)

June 23, 2021 4:30-7:30 (Wednesday)

July – TBD

August – TBD

September 23, 2021 4:30-7:30 (Thursday)