

DRAFT MINUTES

Meeting Place: Virtual Meeting

Address: Microsoft Teams platform

Date: Wednesday, February 17, 2021 (4:30 p.m. to 7:30 p.m.)

Agenda:

4:30 Come to Order

4:30-4:35 Review and Approve January Minutes

4:35-4:40 Story Share: Crista Y.

4:40-4:50 Executive Board Report

4:5-5:15 Microsoft Teams Training with Meg Porcella

5:15-6:45 AOE Items

1. New SPP/APR requirements and Preparing for Target setting
2. Effectiveness of Technical Assistance: Description of TA/PD Approach and Collecting Data on Effectiveness of AOE Assistance
3. Critical Shortage Areas

6:45-7:25 Subcommittee Updates (10 minutes each)

1. Unmet Needs
2. Membership & By-Laws
3. Rules & Regulations
4. Evaluations & Reporting

7:25-7:30 Public Comment

7:30 Adjourn

Present: Sarah Fabrizio, Cassidy Canzani, Crista Yagjian, Danielle Howes, Jamie Crenshaw, Joy Wilcox, Julie Regimbal, Karen Price, Katie Ballard, Jacqui Kelleher, Ana Kolbach, Carrie Lutz, Mary Barton, Mary Lundeen, Molly McFaun, Patti Smith, Robin Hood, Sandra Chittenden, Sara Kruk, Scarlett Duncan, Rachel Seelig, John Spinney, Susan Comerford, Vickie Haskins

Call to order:

Rachel brought the meeting to order with a virtual check in for all members.

Review and Approve January Minutes:

Sara K mentioned a concern that the January minutes did not reflect that Katie did not speak as part of the story share, it was requested that this information be changed in the January minutes. Scarlett made a motion to approve the minutes with the above changes and Robin seconds it. Motion was approved.

Story Share: Crista Y.:

Due to time constraints, it was discussed in the executive meeting that Jamie will present her personal story during another meeting. Crista presented her personal story to the panel. The purpose of the story share is for panel members to learn about individual members' backgrounds and their personal experiences that

have a deeper understanding of our fellow panel members. Crista's story sharing was appreciated by the group.

Executive Board Report:

During the January meeting there was a request made for the executive board to share a report out of the items discussed at the executive board level to the full panel. This request was discussed, and the executive board felt due to time a monthly board report isn't an efficient use of the full panel meeting time. Meeting minutes from the executive board and prior draft meeting minutes from the full panel meetings will be shared to all panel members three days before the full panel meeting. If a member has a question about the meeting minutes from the executive board or the panel, they have two options. The first option is to attend an executive board meeting as a member of the public, the second option is they can ask questions around the executive board or full panel minutes during the full council meeting. Rachel shared for this meeting 2/17/21 a full report of what was discussed during the executive board meeting; however, this will not happen moving forward.

Panel members also volunteered for specific roles to help facilitate the meeting.

Microsoft Teams Training with Meg Porcella:

Meg explained how to create and join a breakout room, the three dots that provide different settings within teams, and showed us a variety of different filters that can be used during a meeting. Panel members who need one on one help to better access the tools in teams can email with Meg directly.

AOE Items:

1. New SPP/APR requirements and Preparing for Target setting:

Anna Kolbach and Cassidy Canzani explained the current and proposed additional indicators within the SPP/APR. The AOE linked a Google Jamboard to the presentation and panel members were able to place questions and thoughts on the Google Jamboard for each specific indicator. The Jamboard is open until 2/18/21 to give panel members additional time to add in question and thoughts. The Jamboards will be shared with the specific AOE indicator steward who will use the questions asked on the Jamboard to help guide their work within each indicator and to bring back information around specific data collection concerns for future discussions within the panel.

2. Effectiveness of Technical Assistance: Description of TA/PD Approach and Collecting Data on Effectiveness of AOE Assistance:

Chris Kane presented from the AOE on the two main objectives of the AOE which are providing technical assistance for schools and measuring impact of the assistance given to school districts. There are three types of assistance the AOE provides, the three types are universal, targeted, and specific. Universal assistance is available to all school districts across the state, targeted provides specific assistance to a school district and/or comes from an LEA request and intensive which provides long term coordinated support. The AOE looks at annual performance plans, data collections, monitoring actions and reporting, feedback, and surveys to measure the impact of their technical assistance. Jacqui requested that the panel move or add technical assistance to a subcommittee for the panel to continue work in this area. Carrie expressed that the unmet needs committee is currently working on some of these topics and will report out further later in the meeting. The Evaluation and Reporting Subcommittee was tasked to develop advice on evaluating the effectiveness of TA/PD and will incorporate the work of the Unmet Need committee.

3. Critical Shortage Areas:

Due to time critical shortage areas was not discussed. Jacqui will distribute reading material on this topic to the panel for discussion at a future meeting.

Subcommittee Updates:

Unmet Needs:

Sandra presented for the unmet needs committee. The feedback that was originally given to the group was the information was unorganized and negative. The unmet needs subcommittee created a systemic approach to their charge using a chart which identifies the unmet need, information/ links/laws, examples, and recommendations. Sandra showed the board examples of an unmet need, what information/links/laws are available, examples of how this unmet need exists within schools, and recommendations from the panel to improve the unmet need. The panel really enjoyed the way the information was presented within the chart and would like the subcommittee to continue their hard work.

Membership & By-Laws:

Katie presented for the membership and by-laws committee. There are eight open membership roles. The subcommittee will be sending out a survey to current members. The survey will include the following questions:

- Panel members to identify what stakeholder group they are choosing to represent on the panel
- What accessibility needs do you need as a panel member
- Where do you live within the state

The membership subcommittee is continuing to reach out to specific groups including independent schools, special education teachers, and juvenile/corrections. The group will also reach out to non-active members to check in on their status. The subcommittee is also looking at ways to increase the diversity among panel members. Katie will reach out to John Spinney for assistance from the AOE to help recruit new members.

Rules & Regulations:

Crista and Jamie reported out to the group on an update about the panel's public comment to the State Board of Education were highly considered when making changes to the special education rules. Some significant changes that were made to the special education rules include no longer requiring a discrepancy model for a student with a specific learning disability to receive special education services and a parent comment section in the IEP.

Evaluations & Reporting:

Sarah Kruk reported out for this subcommittee. The committee went over indicator five and are asking Cassidy for more data, they will add to the questions the full panel came up with tonight to help focus our discussion of target setting at the next meeting. The subcommittee will come back to the full panel in March with questions/suggestions.

Public Comment:

Susan Aarnoff spoke to the panel. Susan expressed kudos to the panel for the hard work that was put into the panels public comment for the state board of education. It was clear during the meeting that our voices were heard. Susan is working on something for Leadership Grads from the disability council to use their current skills and improve upon them. Susan also mentioned to reach out to her if you would like to participate in a future leadership series.

Robin gave her processing of the meeting.

Adjourn:

Crista motions to adjourn the meeting, Katie Ballard seconds.

7:30 pm: Meeting was adjourned.

Meeting Schedule (Hold the Dates):

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)