



Special Education Advisory Panel Unmet Needs Subcommittee

DRAFT MINUTES

Meeting Place: Virtual Meeting

Address: Microsoft Teams platform

Date: Monday, September 28, 2021 (4:30 p.m. to 6:30 p.m.)

Agenda:

4:30-4:35 Welcome

4:35-4:40 Public Comment

4:40-4:45 Assign roles

4:45-4:50 Agenda adjustments or additions

4:50-4:55 Review and approve any draft minutes

4:45-5:05 Review tasks from last meeting

5:05-6:15 Discussion of new items:

- Review the definition of unmet needs and our charge
- Review the meeting schedule and when will we report to full panel
- Review current list of unmet needs and work completed thus far
- Add any additional unmet needs determined by the committee

6:15-6:30 Summarize next steps and review tasks for next meeting

6:30 Adjourn

Present: Crista Yagjian, Sandra Chittenden, Jamie Crenshaw, and Scarlett Duncan

Welcome:

Meeting began at 4:30 p.m.

Public Comment:

There was no public comment.

Assign roles:

Jamie volunteered to be the note taker. Scarlett volunteered to be the timekeeper.

Review and approve any draft minutes:

Draft minutes cannot be approved due to a lack of a quorum.

Review tasks from last meeting:

Discussion of new items:

Review the definition of unmet needs and our charge

Discussion regarding the change in charge. Several members had concerns about the changes.

Review the meeting schedule and when will we report to full panel

Crista reviewed the meeting schedule and when the subcommittee will report to the full panel.

Review current list of unmet needs and work completed thus far

We reviewed the list of unmet needs and the work that has been completed thus far.

Add any additional unmet needs determined by the committee

The subcommittee will be focusing on transition services and discipline and restraint. Specifically focusing efforts on adding data sources.

Summarize next steps and review tasks for next meeting

- Jamie Crenshaw proposed that “Child Find” should be addressed by the committee. She shared federal guidance and expectation that all school districts should have a Child Find policy.
- Crista will find out from the executive board what information they feel the AOE would want to have (personal stories, data, etc.)
- The subcommittee will be reaching out to the VFN to see if they are seeing any unmet needs that this subcommittee may not be aware of.

Adjourn:

Meeting adjourned at 6:30 p.m.

Meeting Schedule (Hold the Dates):

Unmet Needs: 4th Tuesday of the month, from 4:30-6:30.

October 26, 2021

November 23, 2021

December 15, 2021

January 25, 2022