

## APPROVED MINUTES

**Meeting Place:** Microsoft Teams platform (Virtual Meeting)

**Date:** Thursday, November 10, 2022 (4:30 p.m. to 7:35 p.m.)

**Present:** Katie Ballard, Sandra Chittenden, Scarlett Duncan, Jacqui Kelleher (VFN Designee for Karen Price), Crista Yagjian, Molly McFaun, Barbara Joyal, Lisa Johnson, Dawn Campbell, Alison Amidon, Rene Sanchez, Sara Kruk, Mary Barton, Tracy Rubman. AOE/Public: Emily Simmons, Chris Cane, Tristian McNamara, Teagen Comeau, Cynthia & Mack Gardner Morse, Sarah Dreyer Leon

### Agenda:

4:30-4:35	Come to Order, Review Group Expectations
4:35-4:45	Review and Approve Minutes
4:45-5:15	Open meeting law training
5:15-5:25	Update from conversation with SBE
5:25-5:50	Parent input form presentation and discussion
5:50-6:20	Education Quality Standards
6:20-6:50	Priority Setting
6:50-7:10	EWSD SEPAC Update (and updates from other areas if available)
7:10-7:25	New member vote (if applications submitted)
7:25-7:35	Public comment
7:35	Adjourn

### Come to Order, Review Group Expectations:

Katie called the meeting to order at 6:34. Reviewed group expectations and reminded the panel that they are in the shared folder. The agenda was put in the chat. Briefly acknowledged Jacqui has left the AOE as Director of special education but has taken a new role at VFN as their executive director. Today she is here as Karen is unavailable. Katie mentioned that we do have new members to potentially consider for a vote at the end, and asked Chris if we had time in our agenda to briefly share the update on the new statewide assessments as this was an area of focus for our group.

### Review and Approve Minutes:

Scarlett Duncan made a motion to approve meeting minutes, Sandra Chittenden 2nd, No Discussion, Motion was approved unanimously.

### Open meeting law training:

Emily Simmons, general counsel for the AOE presented on Open Meeting Laws, reviewing the requirements for warning meetings, quorum, posting agendas and minutes, Rule of order including Robert's rules, public engagement, and conflict of interest. Emily also explained what happens is a public request is made of the panel and what that can include for members.

## **Update from conversation with SBE:**

Katie attended the October SBE meeting and shared our charge with them so they were aware of what our group should and can be doing as a stakeholder group and advisory panel. They're going to try and be sure to communicate with us when they're working on things that might be helpful to have our feedback. Reminded them that we're not just specifically special Ed, our students are all general Ed first, so it doesn't need to just be special education. They would like to have a standing item on their agenda for us to kind of be able to go there and give them an update, talk about kind of where we are and share any kind of feedback or thoughts every three months unless things come up from us sooner. Katie welcomed other panel members to join her for those updates, Dawn, and Rene both expressed interests. Katie also shared the EQS conversation came up after that meeting but since it is on our agenda later, we did not go into detail.

## **Parent input form presentation and discussion:**

Tristan McNamara came and shared the role out of the parent input form and explained that districts can adjust the forms as long as it captures all required information. He discussed what happens with them when received which is at the district discretion at this time. The AOE would only see them in a targeted file review or monitoring opportunity. Educators in the field shared briefly about their experiences with the form and how they respond to the feedback from parents collected on those forms. Ultimately those forms should become a part of a student's file and if being reviewed during an on-site review they will look for those forms as part of their checklist. Jacqui clarified parents may not respond but districts should be documenting attempts to get them back.

## **Education Quality Standards:**

Chris Case briefly explained what the education quality standards were, and how they related to all students in public schools. This includes graduation proficiencies, flexible pathways, staffing requirements, and much more. Heather B. Was unable to attend but she shared some updates on the current revision process with Chris who was able to share he thought they were just getting technical work done and there would be many opportunities for our feedback later in the process. Katie shared that was not what she understood from the SBE meeting of the EQS subcommittee but wasn't sure herself. Chris will follow up with Heather and Katie with Kim and Tammy on the subcommittee. Some discussion as a group but very limited other than a clear interest in learning more and getting involved.

## **Priority Setting:**

Discussed briefly the plan to send a survey to members to individually rank the priorities from June and September discussions. With the exception of the four areas the executive committee discussed as potential subcommittee groups. Had hoped to discuss further at the last executive meeting but only had a few people so will send a survey asap and hope to have results for the next meeting. Discussed wanting to balance discussions and making good use of time when agendas allow. Rachel made a motion to move this agenda item to the end of the meeting. Jacqui 2nd, no discussion, unanimous vote to move this agenda item to the end of the meeting after public comment, time permitted.

## **EWSD SEPAC Update (and updates from other areas if available):**

Katie and Sandra shared the update that Essex Westford School District (EwSd) has now been functioning since last October, reviewing various trainings they have held or will be holding. Discussed connection with district and how they are supported by district, but parent led. Working to update the website and include more information. Still developing internal organizational structures. Multiple stakeholders represented across the district. Crista shared her district held its first meeting and that it's been uplifted and directed by the

school district with parents involved. Both will update more as we continue. Sandra shared some legislators are interested in potentially moving this forward as a bill in the future.

### **New member vote (if applications submitted):**

Invited two potential members to introduce themselves before a vote. Teagen Comeau- Self advocate who has done a lot of work activism, he identifies as someone on the ASD spectrum, works in Special Education as a para, he believes in the inclusion of children with disabilities and would like to help change the trajectory of Special Education in VT. Teagen wants to wear the hat as a person with a disability on the panel. Susan Dreyer Leon- Wants to represent parents on the panel, Springfield Change is an organization she is apart of, Chair of the Vermont Agency of Education. Jacqui Kelleher recused herself of the vote for Teagan Comeau.

Sandra Chittenden makes a motion to vote Teagan and Susan onto the VTSEAP, no discussion, the motion was approved unanimously (one abstention-Jacqui)

### **Other Business:**

#### **Update on state assessment tool:**

Chris shared they are switching from SBACs which was recently in the news. It sounds like it has more flexibility for accommodations but still early in the roll out. Will update the panel later with AOE staff who are directly involved. Questions around training for the field and information for parents will be forthcoming.

#### **Rule change update:**

Group discussed the importance of continuing to monitor and provide feedback on the rule change and how implementation is going given the delay last year. Rachel made a motion to authorize Katie and the executive committee to draft such a letter and send it along to Chris and the general education team advising them that we strongly support the need to provide training to general education as well as special education in order to implement the rule effectively. Sandra Chittenden Seconded the motion. Discussion around if we include SBE, Rachel suggested leaving it to the discretion of the letter writer. Motion unanimously was approved. Rachel, Dawn, and Katie will work on and bring to the executive committee.

### **Public comment:**

None

### **Adjourn: 7:39**

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

[December 8, 2022](#) (Virtual, 1:00pm-4:05pm)

[January 12, 2023](#) (Hybrid), 4:30pm-7:35pm)

[February 9, 2023](#) (Virtual, 4:30pm-7:35pm)

[March 9, 2023](#) (Hybrid), 4:30pm-7:35pm)

[April 13, 2023](#) (Hybrid), 4:30pm-7:35pm)

[May 11, 2023](#) (Hybrid), 4:30pm-7:35pm)

[June 8, 2023](#) (In-person) 10:00am-4:05pm