



Special Education Advisory Panel: Executive Board Meeting

APPROVED MINUTES

Meeting Place: Microsoft Teams platform (Virtual Meeting)

Date: Monday, April 4, 2022 – 4:30pm to 6:30pm

Present: Rachel Seelig, Jamie Crenshaw, Cambrea Beller, Katie Ballard, Molly McFaun, Crista Yagjian

Agenda:

4:30	Come to Order, Review and Approve minutes
4:40-5:00	Debrief March 2022 meeting
5:00-5:45	Plan April 2022 meeting
5:45-6:10	Membership & By-Laws
6:10-6:20	Other Business
6:20-6:30	Public Comment
6:30	Adjourn

Come to Order:

Come to Order, Review and Approve minutes:

March meeting minutes were not posted on the AOE website, due to this the approval of the March minutes was tabled.

Debrief March 2022 meeting:

Rachel was unable to facilitate the March full Panel meeting. Katie volunteered to be the facilitator of the meeting. The meeting was not well attended and there was a lack of quorum at times during the meeting. At one point there was a quorum, and the panel was able to approve the addition of one new member. There was also confusion between the AOE and the panel, the panel asked the AOE questions regarding restraint and seclusion and the AOE was unable to provide answers. To clear up the confusion the panel will start to research other states specifically CT and RI to continue to conversation.

Plan April 2022 meeting:

Rachel will be reaching out to panel members to schedule their story shares. Rachel will ask Sabine to post the Unmet Needs document to the website and Jamie will also share the Unmet Needs document prior to the April meeting. Rachel will check in with presenters on the report to the field and to make sure they are still willing to present. The panel will be asking for successes and challenges currently in the field, specifics regarding the silo between general education and special education. The goal is to use the unmet needs document to guide advice on how to improve the achievement gap. After the discussion, the panel will start a group session drafting a letter. The panel will continue the conversation on restraint / seclusion. Another issue that has been recurrently is suspensions and students needing a "risk assessment" or "re-entry meeting" which impede on the manifestation, determination, review process and other informal removals - bus suspensions, shortened school days etc. The meeting will end with voting on new members, which is predicted to be four members.

Membership & By-Laws:

We are not permitted to go into executive session to vote on members, however we can have a ballot ready for people to vote. This will be in the chat and emailed to members. On the ballot there will also be a vote for a new secretary as Sarah Fabrizio is stepping down after the April meeting. Katie shared an update on current members, their status, and vacancies. Katie also shared avenues she is pursuing to help recruit new members. Crista, Molly, and Katie will continue their work on outreach and identify needed roles for the panel. Katie has started to develop onboarding materials and develop a mentorship process for new members.

Other Business:

The panel will potentially add five new members with this Rachel will plan a new member orientation meeting.

Katie mentioned her concerns regarding the committees no longer meeting, especially regarding Unmet Needs. The subcommittee structure is now added as part of the Executive Panel. Rachel responded this change was due to being at capacity with her workload within the panel along with the change in public meeting rules.

Katie would like to bring her concern to the panel as she feels that it isn't clear for Panel members to continue to add their voice to the Unmet Needs document. This concern would go under public comment and not as a motion. For the May Executive Committee agenda, Rachel will give time to add the agenda to address the smooth running of the Panel as it relates to Unmet Needs.

Public Comment:

A member of the public thanked the Executive Committee for allowing her to observe the meeting.

Adjourn:

The meeting adjourned at 6:32

Meeting Schedule (hold the dates):

May 3, 2022 (4:30pm-6:30p.m.)

June 1, 2022 (4:30pm-6:30p.m.)