



Special Education Advisory Panel: Executive Board Meeting

DRAFT MINUTES

Meeting Place: Microsoft Teams platform (Virtual Meeting)

Date: Wednesday, June 1, 2022 – 4:30pm to 6:30pm

Present: Rachel Seelig, Katie Ballard, Sandra Chittenden, Jacqui Keller, Dawn Campbell, Molly McFaun

Agenda:

4:30-4:45	Come to Order, Review and Approve minutes
4:45-5:10	Membership & Bylaws discussion
5:10-5:45	June agenda review and updates
5:45-5:55	Public Comment
5:55-6:30	Other Business
6:30	Adjourn

Come to Order, Review and Approve minutes:

Katie Ballard motions to approve minutes, Dawn Campbell 2nd, unanimous vote approve minutes from May 2022.

Membership & Bylaws discussion:

Katie Ballard reported out that of most of the year, we were really heavy with parents and looking to kind of make sure that we had representation from all the required positions and professionals which then we kind of moved around the hats made sure we knew what everyone was identifying and now we're kind of in a position where we're back trying figure out who for professionals is missing i.e., Higher Education and parents. Joy Wilcox resigned.

Dawn Campbell's appointment came from the Governor's office as did Dana, Rene and Kimberly. Still waiting on appointments for Lisa Johnson.

Dawn Campbell to take over from Katie Ballard Membership & By-laws.

Rachel Seeing: Vice Chair good practice to have on the Executive Panel.

June agenda review and updates:

Rachel Seelig: Last meeting of the program year. This month is our last meeting of the program year. So once again we'll come to order, do the review of group expectations and review, and approve the Minutes from our last meeting. Public comment will be at the beginning of this meeting, we try and flip it back and forth so that if we have public commenters, they don't necessarily always have to stay the entirety of the full panel meeting. Jackie 45 minutes of time for the AOE update on the work that you all have been doing on restraint and seclusion and exclusionary discipline since the advisement letter that we sent.

End of year activity: We had planned on doing an end of program. Crista was planning to take the lead on that. I know we don't have her here tonight and I don't know where that is in the process. I know she'd been hoping to collaborate with joy on that. Joy has now resigned. Dawn will email Crista to offer support. Rachel

will facilitate the SWOT= Strengths, weaknesses, opportunities, and threat activity and send out an email to the entire Panel to explain analysis.

Updates:

For September we can do a daytime in person where we do an orientation meeting in the morning, do a welcome back lunch for people to get to know each other and network and then have the actual meeting of the panel in the afternoon, possible location National Life.

3rd Tuesday of the month will be Executive Board Meetings.

Make sure parents can make it to the meetings, as well as the professionals virtual vs. in person. Professionals struggling to be able to make the current Panel time. If they join, they don't always actively participate. Kind of just checking a box. Jacqui Kelleher talked about reaching out to the mandated professional Panel members and reminding them of their obligations for attendance and participation.

OSEP- Office of Special Education Programs SEA directive compliance opening Section 504 back up, last opened in 1977. Government opps January 15, 2023.

Possible agenda Items for the next 2022-2023 program year:

*Speaker Series

*Disabilities categories- Bring professionals to the table

*Balance unmet needs and successes

*Meeting dates and times to be set up during this meeting. Rotating between in person, virtual day & evening. Molly McFaun to report back to the Executive Panel if her job UVM Extension would be available if the Panel should need to have a physical meeting location.

*Student Voice

*ESY (Extended school year)

*AT (Assistive Technology)

Public Comment:

There was no one from the public at the meeting.

Adjourn:

Motion to adjourn Katie Ballard, 2nd Dawn Campbell, all in attendance approved at 6:30.

Meeting Schedule (hold the dates):

August 18, 2022, 4:30pm-6:30pm (virtual meeting)