



Special Education Advisory Panel: Executive Board Meeting

DRAFT MINUTES

Meeting Place: Microsoft Teams platform (Virtual Meeting)

Date: Thursday, August 18, 2022 – 4:30pm to 6:30pm

Present: Katie Ballard, Sandra Chittenden, Jacqui Kelleher, Dawn Campbell, Crista Yagjian, Molly McFaun

Agenda:

4:30-4:40	Come to Order, Review and Approve minutes
4:40-5:25	Welcome Back, Update on Summer transitions and brief activity
5:25-6:20	September full panel meeting planning and discussion
6:20-6:30	Public Comment
6:30	Adjourn

Come to Order, Review and Approve minutes:

No minutes posted to the AOE website, so we didn't vote on Executive minutes from June meeting.

Update on Summer transitions:

Katie and Rachel meeting with staff and Jacqui to transition over summer. Have also been working on a strategic planning document, hope to share in October. Need to deal with membership questions from Governor's office. Will identify roles in September.

September full panel meeting planning and discussion:

In person September full day panel meeting to be held in person. Might have a hybrid meeting, due to extraneous circumstances only.

10:00-10:15	Welcome back
10:15-11:00	Introductions and Group Activity
11:00-12:00	Program Year Orientation Part 1
12:00-12:45	Lunch (working)
12:45-1:00	Break
1:00-2:00	Program Year Orientation Part 2
2:00-2:45	AOE Report Back: Restraint & Seclusion (tabled from June 2022)
2:45-3:00	Break
3:00-3:45	Open Meetings Law and Public Records Review (Emily Simmons) OR OSEP State Determination Report / State LSED Decisions (FY20 updated August 2022) (perhaps with advisement for corrective action / needs intervention or assistance LEAs at the October meeting)
3:45-3:55	public comment
4:00	adjourn

Jacqui: End of June OSEP determination for VT report came out. VT needs assistance in year 2. Do a 101 with panel in September around navigating the VT agency of education webpage. A document that has many

stakeholders involved over the last 4 years has released a document to the field: Evaluations for Specific Learning Disability, AOE talked about adding All disability categories to it, and it being an IEP guide for the field.

Crista: Asked about having a Monthly nugget link in agendas moving forward, to give the panel insight on current updates on AOE news.

Katie: Plain Language, Robert Rules, will update on membership in sept. . We need Higher Education panel members. Crista willing to switch. Will put training of Open meeting law in October.

Sandra: Ask about whether Christine Curtis has filled out an application yet?

Dawn: Darcy Oakes might be interested in Higher Ed opening on the panel. Asked about the policy and procedure manual being the only document that the AOE released.

Molly: Asked to follow up question about Mock case study that Katie suggested the panel do. Several states councils have done them NJ, MA, and VA.

Public Comment:

No public comment

Adjourn:

Dawn Campbell motions to adjourn the meeting. Crista Yagjian 2nds motion. All voted yes to end the meeting at 5:38 p.m.

Meeting Schedule (hold the dates):

September 22, 2022, 4:30pm-6:30pm ([Virtual meeting](#))

October 27, 2022, 4:30pm-6:30pm ([Virtual meeting](#))

November 17, 2022, 4:30pm-6:30pm ([Virtual meeting](#))

December 22, 2022, 4:30pm-6:30pm ([Virtual meeting](#))

January 26, 2023, 4:30pm-6:30pm ([Hybrid meeting](#))

February 23, 2023, 4:30pm-6:30pm ([Hybrid meeting](#))

March 23, 2023, 4:30pm-6:30pm ([Hybrid meeting](#))

April 27, 2023, 4:30pm-6:30pm ([Hybrid meeting](#))

May 25, 2023, 4:30pm-6:30pm ([Hybrid meeting](#))

June 22, 2023, 4:30pm-6:30pm ([Hybrid meeting](#))