

Special Education Advisory Panel (SEAP)

September 10, 2018 Meeting Minutes

Attendees: Alison Lowenthal, Angela Lindig, Brian Darcy, Bryn Booker, David Vaughn, Debbie Siegel, Eric Lichte, Jacob Head, Jenn Haddad, Jill Mathews, Kerrie McNulty, Laura Wallis, Mikka Casady, Rachel Gardner, Robin Greenfield, Shiloh Blackburn, Ruth Garfield, Ted Oparnico, Jenn Halladay, and Charlie Silva.

Not in attendance: Suzanne Peck

SEAP Welcome: 9:00 am - *Ruth Garfield, SEAP Chair*

Announcements:

- November meeting will be rescheduled due to the holiday.

Approval of May 14, 2018 Meeting Minutes: Brian Darcy made a motion, and it was seconded by Ruth Garfield. Meeting minutes were approved.

Professional Development Presentation:

- **Committee Member Orientation Training** – *Shauna Crane, TAESE*

Purpose: Training and information to members of Idaho SEAP on how to function as an effective panel. (This training was recommended because of the new members of the panel.)

Packet Overview: Members were given a folder of documents to help explain the purpose of SEAP. This included the following:

1. A Primer on Special Education - Acronyms, Abbreviations, and Definitions
Use as a reference
2. State Performance Plan (SPP), Annual Performance Report (APR) –
Reviewed these requirements
3. People First Language Primer –
The purpose of this is to help us understand the importance of addressing persons with disabilities in a respectful manner
4. The Legislative History of Special Education
Referenced during training
5. Exercising Advisory Responsibilities
Referenced during training
6. State Special Education Advisor Panel Guidance document
This Primer provides guidance and information regarding the roles and responsibilities of SEAP and SEA.

7. Parliamentary Procedure for Meetings

This describes the standard for facilitating discussions and group decision-making.

The Why? Provide guidance and advise (refer to Advisory Panel Functions and Membership document). Federal and State Laws govern this process.

Reviewed the purpose of acronyms, respectful terminology and the history of Special Education.

The How:

1. Panel membership demographics is important, need good representation (ethnicity, gender, etc.) A majority of the panel must be a parent or self-advocate. The parent's child must be younger than 26.
2. Reviewed priorities, resources, and roles.
3. Representing your group – be the larger voice
Know what and who you are representing, discussed ways to do this.
Our main role is to advise, not advocate
4. Exercising Advisory Responsibility
 - ✓ Panel Issue Priority – review the annual report
 - ✓ Resource Info – find out
 - ✓ Member Perspective – advocacy part
 - ✓ Speak for your group
 - ✓ Panel discussion
 - ✓ Objective Advice – change, improve services
This comes from position papers, memos, Annual Reports, Meeting Min.
Brian Darcy- Clarified this process, it is on-going in an advisory capacity, very fluid.

State Director – One of the hardest jobs!

Staff Introductions: 8 members were introduced, they support the State Director

Advisory Panel Functions:

1. Advise the SEA of unmet needs in education – experience/what you hear
2. How is this done?
Know rules
 - ✓ Adhere to State open meeting laws
 - ✓ Good meeting Procedures
 - ✓ Materials/Handouts review
 - ✓ Consensus - not a vote, but you can back up
 - ✓ Confidentiality
 - ✓ Virtual Participation
 - ✓ Minutes – motions, advise, send on

Council Priorities

Important – Limit so you can get it done.

Priority setting activity, all members participated in this. As a group we narrowed it down to the following three priorities to focus on this coming year:

1. SSIP-Literacy
2. Parent Survey
3. Qualified Personnel

Conclusion:

Need to clear up advice in the Annual Report.

State Performance Plan – Meets the requirements and level of determination. Rural factors will impact this. Something for committee members to think about – integrate children section Part B & C. Use your resources (refer to Primer).

One Person can make a difference!

Keep the main thing the Main thing!

SSIP Updates – Shannon Dunstan, SDE

Recap – Results-based accountability – students with disabilities in the area of reading
Literacy Program: Cultivating Leaders to Grow Young Readers (see handout)

SIMR- measurement tool

1. Readiness Districts:
 - Bonner
 - Lapwai
 - Glenns Ferry
 - Blackfoot
2. Implement Districts:
 - Lake Pend Oreille
 - Caldwell
 - Cassia
 - Idaho Falls

Program Data Project – Process measure and outcome measure

New Evaluation Tools – Handout

The group reviewed forms and feedback included the following:

1. Evaluation sheets have good detail
2. Focus on teacher's delivery of content to improve proficiency-deliver explicit instruction to make an impact.

Improvement Strategies – hit hard this year

This includes District development, Catch-up activities, Instructional coaching, and Explicit Instructions.

10 Parent Videos – This is for Parent Resources, she asked for volunteers

Program Evaluation Questions – How will we know?

Group Input – How do I measure this? (What I have impacted.)

Current Practice – Quarterly meetings to share info, resources, and training.

IDDA Participation Oversight & Support - Karren Streagle, SDE

Review/Discussion of this assessment – Outline is attached

1% Cap Waiver Extension request – posted for public comment – open until 9/24, asked members to look at it.

Passed out the proposed definition of Significant Cognitive Impairment

Announced that School-based Medicaid Advisory Committee meeting is Wednesday, September 19th – 1:00-4:00 in the Barbara Morgan Conference Room

Federal/State Updates - Dr. Charlie Silva, SDE Special Education Director

- Regulations for Significantly Disproportionally – on hold 2-3 years, no impact for us.
- Funding
 - Roughly 60 million received from USDOE.
 - Districts apply for IDEA funds.
 - Roughly 90% of the 60 million goes directly to LEAs.
- IEP System update – Considering a Statewide system – got support as long as it is optional, will have a signed contract by Spring.
 - PCG will do the work – Priority is to get it going.
- Conference – In two weeks, training SPED
- Required to monitor all Districts-develop a new system allowing Districts to choose the file, training opportunity.
- YES-work, Youth Empowerment Services
 - Homework for committee members – To find where all the YES information is on the SDE website-main page.
 - There will be a presentation on YES at the next SEAP meeting.
- Parent Survey - Spring, learn to recruit Districts to make the calls.
- SPED Manual Update for approval, Spring 2019, can be found on the SDE website

SEAP Priorities

- SSIP-Literacy
- Parent Survey
- Qualified Personnel

Next Meeting

- November 13, 2018: 9:00am – 4:00pm
 - Agenda Items
 - YES Presentation
 - Agency/Individual Presentations – Bryn Booker and Laura Wallis

Meeting Adjournment

The meeting was adjourned at 4:00 p.m.