

Special Education Advisory Panel
Minutes
June 23-24, 2005

June 23, 2005

Members Present

Joe Sartorius	Lynda Roberts	Joan Zavitsky
Amanda Coleman	Jeaneal Alexander	Cathy Meyer
Trish Grassa	Dennis Gragg	Dan Colgan
Mike Hanrahan	Rebecca Largent	Tamara Arthaud
Kent Kolaga	Eric Remelius	
Barbara Scheidegger	Pam Walls	

Members Not Present

Melodie Friedebach	Deana O'Brien	Theresa Valdes
Eileen Huth	Mary Kay Savage	Stephen Viola
Pat Jackson	Patti Simcosky	Ray Wicks
Amy James	Richard Staley	Shirley Woods

DESE Staff Present

Debby Parsons

Others Present

Brian Abery (NCRRC)	John Copenhaver (MPRRC)
Mark Wolak (NCRRC)	Kenneth Southwick

Copies of handouts distributed at the meeting are available at:
<http://dese.mo.gov/divspeced/Administration/AdvisoryPanel/94142meetings.html>.

Call to Order/Approval of Minutes - Joe Sartorius called the meeting to order at 1:15 p.m. Dennis Gragg made a motion to approve the minutes as written. Mike Hanrahan seconded the motion. Minutes passed.

Overview of NCRRC and Its Mission - Joe Sartorius invited NCRRC (North Central Regional Resource Center) to work with the panel regarding the effective functions and processes of the panel.

John Copenhaver with MPRRC (Mountain Plains Regional Resource Center at Utah State University) provided an orientation of the special education advisory panel's roles and responsibilities. He handed out a binder which included draft special education regulations, a primer for state special education advisory panel members and SEA staff, a list of acronyms, along with additional information. He indicated that the responsibility of the panel members is to advise, not advocate, for an individual position. Advise means to inform, counsel, recommend, suggest, or guide. To advocate means to plead for your case or position, to favor an individual case or argument. The advisory panel is to provide advice based on facts and good judgment. He encouraged the state to appoint parents to the panel that are only eligible in the parent category and not in other categories also but that the state would not be out of compliance if the person fell into more than one category. He also indicated that commitment means more than just attending panel meetings. There may be other tasks outside of the regular meetings. Panel members must be committed to go the extra mile and put in the extra time needed (studying and keeping current on the issues, conversing with stakeholder groups, etc.).

Eric Remelius asked if advice from the panel could be given to others other than DESE such as legislators, etc? John Copenhaver indicated that he was not sure but would send a letter to OSEP (Office of Special Education Programs) to see what their interpretation of state means (DESE and/or legislators) in the panel functions.

John indicated that in addition to the list of advisory panel functions, additional panel functions are listed in the statutes. He will forward this information to the panel. He also suggested that the panel may want to print the panel functions on the back of each agenda.

New member orientation is recommended for all members including current members and should be a collaborative effort with DESE and panel. John indicated that he would be willing to come back at the August meeting and provide this orientation. The panel will have a role in the CIMP (Continuous Improvement Monitoring Process), with IDEA (Individuals with Disabilities Education Act) implementation, and the annual performance report/state performance plan (provide feedback to DESE in response to drafts of these plans).

Mark Abery with NCRRC (North Central Regional Resource Center) asked panel members to share with the group their personal passion and why they serve on the panel. He also asked the members transitioning off the panel to comment on what they felt had been the most rewarding and most disappointing during their term. The panel then identified and discussed the needs of each of the subcommittees and norms for the panel.

The meeting was adjourned at 4:10 p.m.

June 24, 2005

Members Present

Tamara Arthaud	Pam Walls	Jeaneal Alexander
Rebecca Largent	Kent Kolaga	Eric Remelius
Deana O'Brien	Richard Staley	Barbara Scheidegger
Amanda Coleman	Dan Colgan	Melodie Friedebach
Trish Grassa	Joan Zavitsky	
Cathy Meyer	Lynda Roberts	

Members Not Present

Dennis Gragg	Amy James	Theresa Valdes
Michael Hanrahan	Joe Sartorius	Stephen Viola
Eileen Huth	Mary Kay Savage	Ray Wicks
Pat Jackson	Patti Simcosky	Shirley Woods

DESE Staff Present

Debby Parsons
Mary Corey

Others Present

Brian Abery	Mark Wolak	Kenneth Southwick
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Call to Order – No one from the executive committee was present so Dan Colgan called the meeting to order. Richard Staley made a motion to have Dan Colgan serve as the chair pro tem. Trish Grassa seconded. Dan Colgan declined due to needing to leave the meeting early. Joan Zavitsky made a motion to have Kent Kolaga serve as chair pro tem. Kent declined. Richard Staley made a motion to have Joan Zavitsky serve as chair pro tem. Trish Grassa seconded. Motion passed.

The panel reviewed the discussion from yesterday regarding what the panel heard about why members are on the panel. Panel members agree with the reasons why members are on the panel but there is some disagreement as to how to go about business, strategy to get it done, and how to go about the process. There needs to be some discussion on what is wanted to be accomplished. Mark Wolak referenced two books that panel members may want to read: *Crucial Conversations Tools for Talking When Stakes are High* by Kerry Patterson, Joseph Grenny, Ron McMillan, and Al Switzler and *Leadership and Sustainability* by Michael Fullen.

Break for Subcommittee Meetings (45 minutes) – Subcommittees were asked to discuss content needs (getting the work done) and a group process for the entire panel (what improvements could be made).

SEAP Business Meeting

DESE Update

- Melodie Friedebach indicated that the funding for the 2005-06 school year stays the same. New foundation formula goes into effect during the 2006-07 school year. The EPA (exceptional pupil aid) funding that currently goes to districts for teachers, ancillary staff, and paraprofessionals will be rolled into the new foundation formula in 2006-07. The process for the special purpose funds will remain the same for the 2005-06 school year but during the 2006-07 school year a high need fund will go into effect. If the cost for providing a child services costs the district more than three times their cost per child (disability and placement neutral), they will be eligible for the new high need fund.
- Melodie indicated that there is a regulation change regarding which district is responsible for services for students with disabilities. It used to be the district where the student resided but now the district where the school is located is the district responsible for services. The Division is discussing how to track maintenance of effort.
- MAP-A Assessment - Melodie indicated that reading the Communication Arts tests to students with disabilities will no longer result in a valid assessment (level not determined). IEP teams will be notified of this change this fall. IEP teams may decide to allow reading the communication arts assessment but it will result in an invalid test. This will begin with the FY 06 administration. The accommodations list has also been modified. The new list will be in the updated technical assistance bulletin. Division staff is working on revising the IEP form and hope to have posted on the web in early to mid July. If this is an issue the panel wants more discussion on, DESE could invite someone from the Assessment Section to come to a future meeting. The U.S. Department of Education has indicated that two percent of students can be eligible for another type or method of assessment but little guidance has been given as to who this would apply to. The U.S. Department of Education has asked states for proposals and they will then respond back to states. DESE is not sure what they are going to do at this time.
- Melodie indicated that the Division is looking at adding additional resources (modules and curriculums) to the RPDCs (regional professional development centers). Starting July 1, the Division will be placing technical assistance coaches at the RPDCs and will be committing resources for six consultants for positive behavioral supports and five compliance supervisors to be proactive in assisting districts in being compliant prior to monitoring.
- SIG (State Improvement Grant) - Melodie indicated that the Division has received several applications from districts and that staff are in the process of reviewing those applications. If the panel would like more information at a future meeting, let Melodie know.
- Melodie indicated that if the panel is interested in information regarding Reading First Schools, to let her know.
- Debby Parsons indicated that the changes to the Part B State Plan were presented to the State Board yesterday. It then goes to the Missouri Register for thirty days. Additional changes will be made next spring. Melodie indicated that the Compliance Section is working on revising forms, standards, etc. and will post on web in July. Information regarding this will be sent via SELS (special education listserv). There is also a separate IDEA webpage off of the Division's main webpage.

Subcommittee Reports

Evaluation – Lynda Roberts indicated that they have decided not to change the format of the panel's annual report for 2004-05 since it would delay the completion of the report. They are going to review past reports and samples of other state's reports that John Copenhaver will be sending. A draft of the annual report will be sent to panel members by mid-July. Panel members will need to review and send comments to Lynda by the end of July so that she can have a final version ready to present to the panel for approval at the August meeting. Lynda has received some on the subcommittee reports but the Public Comment subcommittee did not feel that they met enough this past year to have anything to report. Since they are an ad hoc subcommittee, Lynda wanted to know if she could move on without their report. The Evaluation subcommittee has reviewed the process with Mary Corey for the APR (annual performance report) and SPP (state performance plan) data and determined what the timeline needs to be so that it is ready by the November meeting.

Rules and Regulations – Deana O'Brien indicated that their subcommittee is monitoring the reauthorization of IDEA. Teacher Certification changes were presented to the State Board on June 23 with a thirty day

comment period. With such a short comment period, Eric Remelius made a motion that the Rules and Regulations subcommittee review and make a recommendation ASAP electronically to the executive committee. Tamara Arthaud seconded the motion. Motion passed. Lina Browner will send the link to the changes to the subcommittee.

Monitoring – Kent Kolaga indicated Formal Recommendations 3 and 10 are related and made a motion to consider both complete. Pam Walls seconded the motion. Motion passed. Kent also made a motion to consider FR 11 complete. Trish Grassa seconded the motion. Motion passed. Ken Southwick abstained from voting due to not having knowledge of the issues. The monitoring subcommittee would like to assist DESE in working with on the focused monitoring plan. He also indicated that they never got a handle on the 4th cycle monitoring. Melodie indicated that the Division will pull together some information in concrete simple terms to give them.

Formal Recommendation #9 – A questionnaire/survey will be sent to participants in the child complaint process. DESE was asked previously by the subcommittee to draft the survey questions. The monitoring committee reviewed the survey and will be sending some minor changes to Debby Parsons. After the Division makes the changes to the survey, they will begin using it. The Division will send a final copy of the survey to the subcommittee.

Programs – Tamara Arthaud indicated that they have been reviewing the comparison of the APR and SPP. They have a draft of what they feel needs to be changed. Tamara will send it to Lina. It will be discussed at the August meeting. The chair of the panel needs to appoint a new subcommittee chair.

Nominations – Barbara Scheidegger indicated that they have reviewed the nominations. There are several parent vacancies to be filled. Preference is someone who would not be serving a dual role. They have sent their suggestions to the Division. Barbara feels that the nominations/appointment process needs to be reviewed. Barbara made a motion to have the nominations subcommittee develop a process (recruitment and recommendation to DESE) and review the nominations form and bring to the panel at the August meeting for review. Barbara felt that more information is needed on the nominations form and that there seems to be a different process for different positions. Melodie Friedebach indicated that the difference in the process is that some positions are state agency positions and DESE asks the agency to provide them with the name of a person best able to serve on the panel. Eric Remelius seconded the motion. Melodie also indicated that parents can only serve on the panel as long as their child with a disability is younger than 26. One panel member abstained. Motion passed.

Public Comment – No report

By Laws - Kent Kolaga suggested that an ad hoc committee be created to review the by laws (reflect changes from the reauthorized IDEA) and the possibility of expanding and adding more responsibility to the executive committee. The panel agreed. Kent Kolaga and Lynda Roberts volunteered to serve on the ad hoc committee.

Elections

Chair – Deana O'Brien

Vice Chair – Pam Walls

Secretary – Eileen Huth

Joan Zavitsky made a motion to adjourn the meeting. Pam Walls seconded the motion. Meeting was adjourned.