

SD Dept of Education Advisory Panel for Children with Disabilities January 16, 2019 Meeting Minutes

Call to order:

A meeting of Special Education Advisory Panel was held at Pierre at the MacKay Library Commons January 16, 2019.

Attendees:

Larry Puthoff, Steve Helgeland, Larry Ayres, Heather Trefz, Tyler Munson, Stacy Haber, Stacy Nemec, Laura Johnson-Frame, Marie Ivers, Erin Schons, Peggy Waltner, Kim Wadsworth, Donna Johnson, Bernie Grimme, Wendy Trujillo, Linda Turner, Melissa Flor, Brandi Gerry, Jodi Berscheid, Stacey Meyer, Beth Schiltz, Becky Cain, Kristin Jerome

Members not in attendance:

Kaitlyn Ryan, Kristi Eisenbraun, Timothy Reinbold, Jennifer Carda

Call meeting to order by Chairperson, Erin Schons

Approval of the Agenda:

- Laura Johnson-Frame moved to approve the agenda and Tyler Munson seconded
- Motion Carried

Approval of September meeting minutes:

- Marie Ivers motioned to amend minutes to reflect that Larry Puthoff was excused due to interpreters cancelling, Stacy Haber seconded.
- Motion carried.

Public Comment: None

DOE – State Performance Plan (SPP):

- State Performance Plan history and purpose was explained by Linda Turner.
 - Handed out the indicator card that explains each one.
 - The DOE – SPED staff explained the results of each indicator and what that means for the students.
 - Indicators are broken into the 4 areas developed by the Department of Education under the College, Career, and Life Ready Aspiration.
 - Preparing Children to Learn
 - Indicators 6, 7, & 12 presented by Jodi Berscheid
 - Improve Reading and Math Proficiency
 - Indicators 3b & 3c presented by Beth Schiltz
 - Indicator 4a & 4b presented by Rebecca Cain
 - Indicator 5 presented by Melissa Flor
 - Facilitate involvement and evaluate students appropriately

- Indicator 8 presented by Beth Schiltz
- Indicator 9 & 10 presented by Melissa Flor
- Indicator 11 presented by Jodi Berscheid
- College and Career Ready
 - Indicator 1 presented by Melissa Flor
 - Indicator 2 presented by Rebecca Cain
 - Indicators 13 & 14 presented by Beth Schiltz
- Advisory Panel members had some clarification questions and comments, but no official panel actions were taken.

Advisory Panel Reimbursements – Kristin Jerome

- Kristin Jerome explained how to fill out the Travel Detail Sheets and the W9, what you get reimbursed for and how much.
 - First page all information must be completed.
 - Put in the correct address, if you are getting reimbursed your address and if it is your employer their address.
 - Advisory Panel members must fill out a W9 every 12 months.
 - Reimbursements take 4 to 6 weeks to process and receive payment.
 - Mileage and Meals are at state rate.
 - Mileage is calculated on Google Maps.

By Laws

- Discussed some changes in the By Laws book.
 - What is the correct name of the panel?
 - Several documents have different versions of the name.
 - SPED will research and determine correct version, update By-Laws handbook if needed, and send to panel members 14 days prior to next meeting.
 - Changed 10 days to 2 days – shortened notice for accommodations.
 - Panel Procedures page 7 (7th bullet) Spell out number two.
 - Public Comment page 8 (first bullet)– change to two business days and add (SEP).
 - Public Comment page 9 (3rd bullet) – change to SEP and two business days.
 - Public Comment page 9 (5th bullet) – Change to SEP and two business days.
 - Update last revised date on front page.
 - Do we need to add a code of conduct and conflict of interest?
 - Linda will check with the legal team about it.
 - Motion to accept the changes currently made to the by-laws and to update the name if needed at the next Advisory Panel Meeting – motion by Stacey Haber and seconded that motion – Larry Ayres.
 - Motion carried.

SPDG – Brandi Gerry

- Brandi explained the State Personnel Development Grant (SPDG) State Advisory Committee and asked someone from the Advisory Panel join.
 - Competitive Grant that SD applied for and was granted by US Dept of Education.
 - Improve reading results K-5 specifically for students with learning disabilities.
 - Steve Helgeland volunteered.

Legislative Updates – Linda Turner

- Linda explained how to get to the SD Legislature Site and how to navigate.
- Education Bills –
 - She also talked about Senate Bill 23 & 24 (DOE sponsored).
 - 23 is to clean up language in statute.
 - 24 to add flexibility to regulations on what grades are tested.
 - Marie asked about Alternate assessment
 - Linda stated the RFP included science alternate and will change next year.
 - The alternate assessment, Multi-State Alternate Assessment (MSAA), will continue as is
 - Larry asked what drives the assessment adoption and reason we change assessments?
 - State puts a lot of thought into the request for proposal.
 - Cost (i.e. paper vs paper).
 - Item pools.
 - A rubric is used to score the proposal.
 - The proposal is publicly available at open.sd.gov if you would like to see the requirements.
 - The remainder of the bills on the list provided are proposed by others.
 - Top section related to Extraordinary Cost Funds.
 - Bottom school is general education bills.

Department of Education Updates – Linda Turner and Wendy Trujillo

- Battelle Developmental Inventory II (BDI2) online modules were developed for those who evaluate children ages birth to age 5 in South Dakota for eligibility and progress monitoring.
 - Progress monitoring is part of Indicator 7 that we discussed earlier .
 - Online modules are free and participants work at their own pace.
 - Designed to improve fidelity and validity.
- Report Card was released by DOE
 - Comprehensive School (CSI) and Targeted Support (TSI) schools identified.
 - SEP will be working with Title to address the increase in the number of high schools identified and graduation rate.
 - Identification of CSI and TSI also fits with SEP Results Driven Accountability work so we will be working with Title on that process.
 - Has a new look and includes a lot more information.
- New Interim Secretary

- Dr Ben Jones from Dakota State University (DSU).
- Will be in Pierre full-time during session then working some remotely.
- There is possible reorganization moving Indian Education to Tribal Relations.

SPED Conference 2019

- Advisory Panel discussed topics that should be addressed in their presentation
 - Asked group what topics were most important that conference participants need to know.
 - Focusing on Parent Surveys
 - Marie went over the 12 questions on the survey.
 - Will be attaching resources for each question.
 - Ways to hand out survey.
 - Discussed concern about multiple entries by the same person and how to make sure this isn't happening.
 - Donna mentioned aligning the survey to the Parent Handbook.
 - Wendy was asked to explain Dispute Resolution and what she thought were important components to share.
 - Basic information about what is available to parents and districts.
 - How to share that information with parents.
 - Stress that it's ok to ask for IEP facilitation or Mediation, it is a good process.
 - Transfer of parental rights – how the process works or what's available.
 - Life Course packets available at the conference as a resource.
 - Disability Rights brochure as a resource.

Priority Area (17-18):

- Parental Rights Handbook
 - Students from Dakota Wesleyan University (DWU) will design the handbook to make it more visually appealing.
 - Maybe add another language other than Spanish.
 - We have 2 other languages (Arabic & Karen) and districts just need to put in a request for others with SEP.
 - Need to update Disability Right's and Parent Connection's address and phone.
 - Adding email contact information to all contacts
 - Add in the beginning a line for districts to write down who parent can contact within the district for assistance or more information.
 - Groups were made to break out and work through designated sections to update.
 - 1 – Stacy, Peggy, Larry A, Kristi
 - 2 – Tyler, Kim, Larry P, Laura, Kaitlyn
 - 3 – Bernie, Marie, Donna, Timothy, Stacy N
 - 4 – Steve, Erin, Heather, Jennifer

- Each group has until 4 weeks prior to April meeting to compile changes and send to Linda.
- Use Google docs for groups to work on sections
 - Wendy will set up google docs and send each person a word copy to work on
 - Groups can work on the version that is easiest for them
- Tentative release Fall 2020.

Next Meeting:

- April 3rd Agenda items
 - Discuss Federal Budget
 - Worktime on Parental Rights Handbook.

Take away noted from this meeting:

- SPP discussion
- Accepted amended by laws
- Steve Helgeland volunteered to be a part of SPDG Panel meetings twice a year.
- Legislative Updates from Linda Turner
- DOE updates from Linda Turner
- SPED Conference discussion
- Decided to move forward and make 4 groups to go through Parental Rights Handbook for next meeting.

Meeting Adjourned at 2:52:

- Larry Ayres motioned to adjourn and Stacy Haber seconded
- Motion Carried

Secretary

Date of approval