**Meeting Minutes for the**

**State Interagency Coordinating Council**

**January 28, 2025**

**Zoom Meeting**

**Members Present:**

Jodi Berscheid

Jolynn Bostrom

Gretchen Brodkorb

Teresa Campbell

Sarah Carter

Carrie Churchill

Kirsten Ducheneaux

Kelly Gilbert

Rochelle Holloway

Wendy Honeycutt

Carla Miller

Laura Nordbye

Emily Quick

**Members Absent:**

Stephanie Busjahn

Joe Hauge

Melanie Lundquist

Jordan Mounga

Katherine Schmidt

Tiara Selby

**Birth to Three Staff:**

Sarah Carter, Director

Kristin Tostenson, Program Specialist

Kayli Severyn, Program Specialist

Jen Kampmann, Program Specialist

Kevin Boring, Program Specialist

Janet Penticoff, Senior Secretary

**Call to Order and Roll Call**

The State Interagency Coordinating Council was called to order at 3:02 pm. Central Time by 2024 SICC chair Rochelle Holloway. Holloway announced a correction to the proposed agenda, the ICC chair election would be for the 2025 year. Holloway conducted roll call was taken. Introductions of the Birth to Three staff were made.

**Adoption of Agenda**

Motion by Carla Miller, second by Jodi Berscheid to approve the January 28, 2025, agenda with the correction of the date for ICC Chair appointment from 2024 to 2025. All voted in favor: Motion carried.

**Approval of Minutes**

Motion by Wendy Honeycutt to approve the December 9, 2024, minutes, second by Carrie Churchill. All voted in favor. Motion carried.

**SICC 2025 Chair Appointment**

Jolynn Bostrom nominated Rochelle Holloway as Chair. Second by Carla Miller. Rochelle accepted the role of Chairperson for another year.

**Public Comment**

No public comment was offered.

**Birth to Three Office Updates:**

Birth to Three team members introduced themselves and provided brief updates with projects they are currently working on. Kevin Boring is the new Data Manager for the Birth to Three program. He began December 12, 2024. In his role he will be responsible for all federal 618 data including the SPP/APR submission next year.

Carter reminded members the state will be monitored by the federal Office of Special Education Programs (OSEP) in September 2026. OSEP will be reviewing both Part C, Birth to Three and Part B. No official date in September has been set. Five months prior to the onsite visit is referred to the Discovery phase, at which point the state will need to submit requested documentation. This is also the time period when OSEP will reach out to stakeholders and conduct interviews etc. SICC members could be called upon. Carter reviewed the Close-out and timelines the state can expect one the on-site visit is completed.

**FFY2024 SPP/APR Submission:**

Sarah Carter presented the FFY2023 State Performance Plan / Annual Performance Report (SPP/APR) comprised of performance from 7/1/2023 through 6/30/2024, that will be submitted by February 3, 2025, to the Office of Special Education Programs (OSEP). Carter shared common terms and definitions that are part of the presentation including the twelve indicators that made up the full SPP/APR package. Carter explained the state has been busy analyzing the data and today would present data related to Indicators C3, C9, C10, C11 and C12 that were not covered in the December SICC meeting.

Indicator C3 measures improvement children had made from when they entered the program to when they exited the program. The state had 1140 children exit the program in the reporting period and of that 690 children had qualifying entry and exit evaluation for a completion rate of 60.53%. Following tables represent the 690 children:

Indicator C3A: Child Outcomes Percent of Infants and Toddlers who demonstrate improved:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Social-emotional skills
 | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status |
| SS1 Of those children who entered or exited the program below age expectation, the % who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.  | 45.83% | 42.50% | 51.22% | Met Target |
| SS2 The percent of infants and toddlers who were functioning within age expectations by the time they turned 3 years of age or exited the program.  | 76.17% | 73.00% | 83.48% | Met Target |

Indicator C3B: Child Outcomes Percent of Infants and toddlers who demonstrate improved:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Acquisition and use of knowledge and skills (including early language/communication).
 | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status |
| SS1 Of those children who entered or exited the program below age expectation, the % who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.  | 76.94% | 76.00% | 81.46% | Met Target |
| SS2 The percent of infants and toddlers who were functioning within age expectations by the time they turned 3 years of age or exited the program.  | 61.14% | 53.48% | 62.46% | Met Target |

Indicator C3C: Child Outcomes Percent of Infants and toddlers who demonstrate improved:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Use of appropriate behaviors to meet their needs
 | FFY2022 Data | FFY2023 Target | FFY2023 Data | Status |
| SS1 Of those children who entered or exited the program below age expectation, the % who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.  | 84.15% | 91.75% | 86.72% | Did not meet target |
| SS2 The percent of infants and toddlers who were functioning within age expectations by the time they turned 3 years of age or exited the program.  | 71.50% | 82.10% | 73.77% | Did not meet target |

Carter provided an update on the state’s transition from the Battelle Developmental Inventory-2 (BDI-2) to the Battelle Developmental Inventory-3 (BDI-3) evaluation tools, which is currently in its third year. These assessment tools are used to gather data for Indicator C3. The targets for this indicator were established prior to the transition. Carter explained starting with FFY 2024, the state will have fully transitioned to using only the BDI-3.

Carter emphasized that the state is closely monitoring the completion rate, specifically the number of children who have qualifying evaluations. In FFY 2023 the state had a 60.53% completion rate which was improvement of FFY 2022, but not the OSEP established 65%. Due to the implementation of the new SEIDS data system, the state will now track the completion rate throughout the year. Carter noted that in four of the six performance areas for indicator C3 targets were met, and in the remaining two improvement over FFY 2022 was demonstrated.. With two years remaining in the SPP/APR period, the state recommended that targets for these areas not be re-established.

Kelly Gilbert, 619 Coordinator, supported the recommendation to leave the targets as initially established. She pointed out that the two additional years in the SPP/APR package provide the opportunity to utilize SEIDS, the new data system, to further improve tracking and reporting.

ICC member Carla Miller asked about the reasons why some children may not have an exit score and how this impacts the completion rate of 60.53%. Carter explained that there are several reasons for this, including instances where parents may choose not to have their child evaluated, particularly when children exit the program before age three.

Kirsten Ducheneaux, Direct Service Provider and Service Coordinator, added that another reason some children do not receive an exit evaluation is if they enter the program close to age three. Carter further explained that federal regulations prohibit evaluations from being conducted less than six months apart. As a result, children who are in the program for less than six months, those close to age three or who graduate early after meeting their outcomes, are not eligible for an exit evaluation. However, these children are still included in the federal completion rate calculation. If these children were excluded, the state’s completion rate would exceed 80%.

Carter presented on Mediation Indicators Indicator C9 Resolution Sessions and C10 Mediation, explaining OSEP does not require states to report or set targets if the state has less than 10 in either of the indicators. South Dakota meets this and as such has no data to report for these.

Indicator C12 is a new reporting indicator. In this new indicator states are required to report on correction of noncompliance related to indicators C1, C7 and C8 during the FFY 2022 reporting year. South Dakota did not have any untimely corrections from FFY 2022 so had nothing to report for this indicator.

Indicator C11 State Systemic Improvement Plan.

Based on information from the December SICC working session, the state team presented proposed changes to the existing Theory of Action statements, specifically in the “If” “Then” columns. No changes were proposed to the Strands of Action or the SiMR (State-identified Measurable Result).

After full review, it was agreed upon to proceed with updating the proposed language in the SSIP Theory of Action. The state proposed revising the language to better reflect the significant progress made over the past two years. The existing language no longer accurately represented the current landscape or the work that has been accomplished.

ICC member Wendy Honeycutt expressed supported the proposed changes, stating the updated language was a necessary move, as it accurately reflects the changes and progress made over the past few years.

(Please see presentation for changes and updated language).

Chair Holloway informed the members the next meeting would be in April, during the public comment period for the grant application. A meeting date will be set once the grant timeline is released.

ICC member Carla Miller inquired whether the recently announced federal grant freeze would affect the Part C program. Carter responded that, although Birth to Three is federally funded, it was clarified earlier in the day that programs funded under the Individuals with Disabilities Education Act (IDEA) would not be affected by the Office of Management and Budget (OMB) notification. Since Birth to Three funding is part IDEA, the state does not anticipate any impact on the program.

Carla Miller moved to adjourn the meeting, second by Wendy Honeycutt. All voted in favor. Motion carried. Meeting adjourned at 4:12 PM CST.