

**Michigan Department of Education (MDE)
Special Education Advisory Committee (SEAC)**

November 2nd, 2016 10 a.m. - 3 p.m.

Okemos Conference Center, Holiday Inn Express Conference Room
2187 University Park Drive, Okemos, Michigan 48864

Preliminary Agenda

Time	SEAC Focus
10:00	Call to Order – Maggie Kolk Roll Call –Deb Maurer Introduce Guests –Deb Maurer Review/approve Proposed Agenda –Maggie Kolk Review/approve Previous Meeting Minutes –Maggie Kolk
10:10	Chairperson’s Report –Maggie Kolk A. Today’s Focus 1. Information: ▪ Membership updates ▪ State & organizational updates 2. Actions: ▪ Vote on Bylaws amendment--method for approving changes to Procedures 3. Special Welcomes: ▪ Laura Taylor ▪ Joanne Cashman ▪ Heidi Ransom, proposed member-at-large ▪ Amy Trahey, proposed ASM delegate B. Report from Executive Committee Meeting 1. Notes from this A.M.’s meeting 2. Summary of previous meeting’s Survey/Evaluation C. Norms 1. Listen attentively and respectfully assuming positive intent. 2. Engage respectfully before, throughout and after the meetings. 3. Be objective: non-judgmental, fact-focused
10:25	Receive Public Comment –Maggie Kolk ➤ Complete the Public Comment Section of Visitor Registration form prior to the beginning of the meeting.

Time	SEAC Focus
10:30	MDE, Office of Special Education Report – Joanne Winkelman, Supervisor
10:50	Due Process Hearing Reports Received--Joanne Winkelman, Supervisor
11:00	Alt/Shift assistive technology discussion –Laura Taylor <ul style="list-style-type: none"> • update that reflects <ul style="list-style-type: none"> ○ Products/services available ○ Geographical patterns or specific disability of use –i.e. <ul style="list-style-type: none"> ▪ are there parts of the state where there’s little request, or ▪ specific disabilities where there are relevant products/services not being tapped by a specific disability
11:30	State Board of Education October Meeting Report – Maggie Kolk
11:35	SEAC organizations’ reports <ul style="list-style-type: none"> ➤ MACUL – Mark Smith ➤ MAPSA – Teri Pettit <ol style="list-style-type: none"> 1. What are you doing now that works in communicating information & questions from SEAC to your organization /constituents? 2. What are you doing now that works in communicating information & questions to SEAC from your organization /constituents?
12:00	Lunch –Please sit with somebody new. <ul style="list-style-type: none"> • Bylaws Committee 12:00 – 12:15
12:45	SEAC Ex-Officio Agency reports <ul style="list-style-type: none"> ➤ MDE Office of Public and Governmental Affairs, Legislative Liaison Report-- Caroline Liethen <ol style="list-style-type: none"> 1. Seclusion – Restraint 2. Special education bills ➤ Rotating Report: Michigan Department of Corrections (MDOC) – Heather Gay, Belle Bodell, LaQuita Featherstone <ol style="list-style-type: none"> 1. What are you doing now that works in communicating information & questions from SEAC to your agency/constituents? 2. What are you doing now that works in communicating information & questions to SEAC from your agency/constituents?
1:15	Grounding Assumptions –Joanne Cashman, National Association of State Directors of Special Education (NASDSE) & Fran Loose What is important to having special education be effective in 2016? <ul style="list-style-type: none"> ➤ technical skills + adaptive skills ➤ Small groups review & refine October statements ➤ Voting members rate importance & perceived state level of implementation

Time	SEAC Focus
2:00	Sub-Committee Report(s) <ul style="list-style-type: none"> • Bylaws –Heather Bird <ul style="list-style-type: none"> ○ Vote on Bylaws amendment—Majority vote among Executive Committee members will approve changes to Procedures ○ Update re: possibility of an alternate for members-at-large • Membership Committee
2:30	Member Announcements, Questions, Comments <ul style="list-style-type: none"> ➤ Table talk (5 min) → Committee of the Whole (5 min) <ul style="list-style-type: none"> A. Include input/perspectives about Unmet Needs from Members at Large and organization/agency representatives B. Identify topics for Executive Committee Consideration for possible, future Committee of the Whole or Sub-Committee work C. Share announcements about conferences, new materials, etc. ➤ <i>NOTE: Contact Maggie by October 28th if you would like more than a couple of minutes of agenda time.</i>
2:40	Meeting Take-Aways <ul style="list-style-type: none"> • Identify 3-5 key highlights or To-Do's from today
2:50	Between now and next month-- <ul style="list-style-type: none"> • Complete today's on-line meeting survey/evaluation • December Forecast • Questions?
3:00	Adjourn