



MDE Office of Special Education
SEAC Business Meeting – May 2, 2018



SEAC Committee of the Whole 5/2/18

1. Call to Order – Sara Park, Vice Chairperson
2. Roll Call – Aaron Darling
3. Introduce Guests - Aaron Darling
4. Forecast Public Comment:
 - a. Complete the Public Comment Section of Visitor Registration form prior to the beginning of the meeting
5. Review/approve Proposed Agenda – Sara Park
6. Review/approve Previous Meeting Minutes - Sara Park

Chairperson's Report

Seating Assignment Reminder

Today's Focus:

1. SEAC member reports
2. Legislative & OSE updates
3. Bylaws amendments
4. Due Process Decision Analysis

Chairperson's Report: Updates

See Asks & Updates:

1. Summary Notes from last meeting's survey
2. Access Member Report Templates
3. State Board of Education Notes
4. USED Letter re: defined members

Chairperson's Report: Updates (cont.)

Report from Executive Committee Meeting

1. Feedback from this morning's meeting
2. On the phone today

SEAC Meeting Norms

1. Prepare for Meetings
2. Use Meeting Time well, maintaining focus
3. Communicate in an open, respectful manner
4. Focus on advisory role tasks



Public Comment



Potential Bylaws Changes

Potential Bylaws

1. Defined member: Recommend alternate, USED letter re: definition
2. Minimum Member Count: Gather additional ideas for consideration today. Then refer to Bylaws Committee for further refinement for later consideration by the committee of the whole
3. Attendance: Gather additional ideas for consideration today. Then refer to Bylaws Committee for further refinement for later consideration by the committee of the whole



Due Process Update

Joanne Winkelman

Due Process Hearing Reports

Data

- From July 1, 2017 to April 15, 2018
 - Due Process Complaints files: 60
 - Expedited Due Process Complaints: 16
 - Dismissed/Withdrawn Due Process Complaints: 36
 - Final Decisions and Order: 5
 - Pending Due Process Complaints: 19

March 2018 Information Line Data

Who Called?

Parents/Grandparents:	124
School Personnel:	39
Physician's Office:	4
Citizen/Other:	15
Advocates:	6
Government:	11
Total Calls:	199

Top 5 Common Topics

1. Other (ex. Teacher certification, tutoring, seclusion and restraint, etc.)
2. Child Find (ages 3-5)
3. Suspension/Expulsion/Discipline
4. Complaint Information
5. Adequacy of programs and/or services

Due Process Decision Review

- 1. As you reviewed the case, did it appear that**
 - a. This was a fairly unique and individual issue?

- 1. One of SEACs obligations is to address unmet needs.**
 - a. Do you see something in this case that is likely to reflect a pattern of unmet needs in the State?

Member Reports

Organizational Representative Updates

Michigan Association of School Boards

Name: Jill Fennessy (Don Hubler)

Mission: The mission of MASB is to provide quality educational leadership services to all Michigan boards of education and to advocate for student achievement and public education. This is accomplished through an extensive board training program, workshops that are offered directly to districts, and a broad number of other services that are offered to districts. We have two full-time lobbyists that advocate on behalf of public education and work extensively with our membership to keep them up to date on key issues and activate them on key issues that need local influence at the capital.

Website: [Michigan Association of School Boards](#)

Michigan Association for Supervision and Curriculum Development

Name: Anne-Marie Sladewski

Mission: Michigan ASCD, along with ASCD is a global community dedicated to excellence in learning, teaching and leading. Our innovation solutions promote the success of each child.

Website: [Michigan Association for Supervision and Curriculum Development & Association for Supervision and Curriculum Development](#)

Learning Disability Association of Michigan

Name: Debra Houde

Mission: At LDA of Michigan, our mission is to enhance the quality of life for all individuals with learning disabilities and their families through advocacy, education, training, service and support of research. Our purpose is to advance the general well-being for individuals with and the education and knowledge of learning disabilities.

Website: [Learning Disabilities Association of Michigan](http://www.ldamichigan.org)



Member At Large Updates



Member At Large

Name: Teri Elbers

Ex-Officio Updates

Educator Preparation Institutions

Name: Amy Shelling (Liza Ing)

Mission: The EPI group consists of professors of special education from universities across the state of Michigan. The mission of the group is to engage in continuous improvement of our special education teacher candidate programs ensuring that we are graduating highly effective special educators that are ready to meet the demands of today's classrooms through our collaboration with each other and a liaison from the MDE OSE Office.

Lunch

VanBuren Student Video



Legislative Update

Caroline Leithen





Unmet Needs & State Advisory Panel Website

Unmet Needs & State Advisory Panel Website -2

Unmet Needs --Clarification

1. Professional Learning Considerations, including areas of critical shortage
2. 3rd Grade Reading Law, implications for students with IEPs

State Advisory Panel Website

[State Advisory Panel Website](#)

1. What's there?
2. What would be of value for Michigan to share?



State Updates



MDE OSE and ISD Director of Special Education Work Session

- The final work session with the ISD Directors will be May 9th.
- This meetings will focus on the new grant application to be released supporting the planning and implementation of a General Supervision System within each ISD.
- The ISD directors will have an opportunity to share ideas and discuss challenges regarding the design and implementation of the system.
- The grant application will be due July 2, 2018.
- Funds will be made available to the ISDs prior to the beginning of the 2018-19 school year.



Office of Special Education Updates



New OSE Staff

- Gina Alexander
 - Program Accountability Unit
 - State Complaint Investigator
- Yvette Lightbourn
 - Program Accountability Unit
 - State Complaint Investigator
- Deb Schultz
 - Performance Reporting Unit
 - Support Staff

Building OSE Capacity

- Louisiana State University is providing technical assistance to the OSE staff in learning a data use process.
- This data use process is aligned with the MDE Top 10 in 10 goal of using data to drive decisions to determine needed areas of improvement.
- This data use process focuses on the following aspects of data analysis:
 - Prepare (organize data, assess data quality)
 - Inquire (conduct data analyses, determine actionable causes)
 - Plan (develop measurable outcomes, identify strategic activities and plan)
 - Act (implement plan with fidelity, evaluate progress)

Building OSE capacity (continued)

- This process will be used by the OSE when working to establish priority areas of improvement based on state special education data.
- The OSE staff will also be using this process to support individual ISDs in determining needed areas of improvement within their local districts.

Questions about special education?

OSE Information

- **Toll Free OSE Information Line**
 - 888-320-8384
 - Monday-Friday
 - 9:00-4:00
- Email Us!
 - mde-ose@michigan.gov

Staff

- Teri Chapman, Director
 - 517-335-0455
 - chapmant2@michigan.gov
- Jan Weckstein, Assistant Director
 - 517-241-4521
 - wecksteinj@michigan.gov
- Joanne Winkelman, Supervisor
 - 517-335-0457
 - winkelmanj@michigan.gov

Sub-Committee Reports

1. Bylaws Committee - Sara Park
2. MDE Family Engagement Work Group - Caryn Pack-Ivey

Table talk: Wrapping Up

1. Share **announcements** about conferences, new materials, etc.
2. Identify 3-5 key **highlights** from today.
3. Identify **To-Do's** from today.

Wrap Up

Take Aways

- small group conversations helpful--e.g. bylaws, unmet needs
- member reports, what people are doing
- exciting prospects for 2018-2019 work

To Do's

- read annual report for June vote
- review proposed bylaws/procedures for June vote
- come in June, bring new folks
- Review Caryn's Family Engagement material

Within the Next Week

1. Complete the online meeting evaluation
2. Communicate with your constituents about take-away issues

June Forecast

June Forecast

1. Incoming delegates & alternates are encouraged to join our transition meeting
2. Guest presenters from MDE and/or SBE
3. Action items
 - a. Amend/approve annual report
 - b. Amend/adopt bylaws amendments
 - c. Nominate 7th executive committee member (on-line post-meeting vote)

Motion to Adjourn

Thank you for participating!