



MDE Office of Special Education
SEAC Business Meeting – June 6, 2018
WIFI- Username: LCC Event Password: Flowers18



SEAC Committee of the Whole 6/6/18

1. Call to Order – Sara Park, Vice-Chairperson
2. Review/approve Proposed Agenda – Sara Park
3. Review/approve Previous Meeting Minutes - Sara Park
4. Later we will do a personalized
 - a. Roll Call
 - b. Introduction of Guests

Any guest wishing to make public comment should:

- a. Complete the Public Comment Section of Visitor Registration form and submit it to Aaron Darling for comment after lunch today

Public Comment

Chairperson's Report

Seating Assignment Reminder

Today's Focus:

1. Welcomes and Farewells
2. Action Items
 - a. Annual Report
 - b. Bylaws Amendments
 - c. Nominate one (1) new 2018-2019 Executive Committee member

Chairperson's Report (continued)

Information Items

1. MDE Update
2. Legislative Update

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

Self Introductions (Roll call)

Veteran Members

(20-30 seconds)

1. Name
2. Role (Identify one)
 - a. member-at-large
 - b. delegate (or alternate) representing specific organization or
 - c. Ex-Officio member (or alternate) representing a state agency
3. Where you live
4. One key SEAC accomplishment OR a hint for new SEAC members (your legacy)

Self Introductions (Incoming Members)

1. Name

(20-30 seconds)

2. Role (Identify one)

a. member-at-large

b. delegate (or alternate) representing specific organization or

c. Ex-Officio member (or alternate) representing a state agency

3. Where you live

4. One sentence sharing something you'd like SEAC to know about you and/or what you look forward to in your SEAC role

Self Introductions (Support Team)

1. Name

(20-30 seconds)

2. SEAC support team role

3. Where you live

4. One sentence sharing something you'd like SEAC to know about you or identify a SEAC accomplishment

Chairperson's Report: Updates

1. Report from Executive Committee Meeting
 - a. State Advisory Panel Website - committee sign-up with Fran
 - b. Due Process Hearing Analysis - sign up with Joanne
 - c. Membership Committee - sign up with Fran
2. See SEAC FYI for
 - a. Summary of last month's survey/evaluation
 - b. State Board of Education May meeting report

Annual Report

1. 2017-2018 SEAC Work
2. 2017-2018 SEAC Participants
3. State Performance Plan/Annual Performance Report --
Indicator 1 Graduation Rate, 6 year cohort
4. Significant Disproportionality measure
5. Family Matters
6. Membership Committee work
7. Bylaws Committee work
8. Grounding Assumptions Committee Report

Bylaws - Membership: Defined Members (II.A.3.b.new iii.)

Proposed Bylaws Addition:

During a three year term when a delegate is required to be “defined”, if the delegate needs to step down prior to the end of the term, then the replacement delegate must be “defined” at the time s/he is nominated as the new delegate. The exception is if there are five (5) or fewer months remaining in the three year term. In that case a non-defined alternate may serve as delegate for up to one-half school year. An organization has 60 calendar days to nominate a replacement delegate following the resignation.

Procedure re: Minimal Membership (II.B.5.b.) for executive committee consideration

1. Organizations may participate on SEAC whether their members are individuals or entities (e.g. schools or districts) as long as there is broad coverage across the state
2. When selecting a new organization, current SEAC members should consider a number of factors relative to what the organization can bring to the table:
 - a. organizations that are represented across much of the state. As a frame of reference, an organization's membership of 200 would reflect approximately 0.1% of the students with IEPs in Michigan.
 - b. attributes of the group that support the SEAC mission, goals and unmet needs .
 - c. online/tech/web presence.
 - d. regional reach and coverage if not statewide presence
 - e. diversity, unique population served, area of specialty,
 - f. scope and practice affecting service to students receiving services under IDEA.

Minimal Membership (II.B.5.b.) continued

3. When a new delegate is nominated to begin a term representing an existing SEAC organization or new organization is applying for a vacant seat on SEAC, the organization will also verify that it has a current

- Mission statement
- Designated outreach areas
- Documentation of state areas served/or active members/chapters
- 501c3 **non profit** tax status
- Active website with clear guidelines about how to contact the organization
- active board of directors
- annual report (e.g. to national org, to local affiliates or members, for taxes)

Procedures re: Member Attendance (II.A.1.) for executive committee consideration

During any given school year--

1. All organizational delegates and/or their alternates, members at large, and IDEA-required ex-officio members are expected to attend all committee of the whole meetings including the annual retreat.
2. At the beginning of each school year, prior to any absences, the OSE confirms that current contact information is on file for each member, both email and phone.
3. The member is counted as attending a given meeting if either the delegate or the alternate is present in the room, or if either participates by phone.
4. The executive committee or membership committee mentor assigned to a new member should continue to support the new member mentee for at least three (3) months to help insure participation and engagement. This is especially important for members who start mid-year.

Member Attendance (II.A.1.) continued

5. After **2** absences², a membership committee representative will call the member to try to help re-engage the member.
6. After **3 total** absences², the OSE will send a letter to the organization, member and alternate clarifying that participation is important and that one additional absence during the school year will result in ~~the replacement of~~ **a request to change** both the delegate and alternate. Members-at-large and IDEA-required ex-officio members will receive similar letters.
7. When **4** absences have occurred, the delegate and alternate are replaced.

Member Attendance (II.A.1.) Final

8. In addition, members (delegate or alternate) must be physically present for at least **4** meetings per school year to be reasonably engaged in the work. After the ~~3rd~~ **5th** instance when the member (delegate or alternate) has not been physically present for the meeting, the member will receive a call from the membership committee and the organization and member (delegate or alternate) will receive a clarifying letter reflecting that one additional instance where the member (delegate or alternate) is not present will result in a request **to the organization to replace the delegate and alternate** ~~them being replaced.~~ **Members-at-large and IDEA-required ex-officio members will receive similar letters.**

2018-2019 Executive Committee

1. Anne Barna
2. Jill Fennessy
3. Nancy Jaskiw (Vice Chair)
4. Lohren Nzoma
5. Teri Pettit (Chair)
6. Nancy Spanski

2018-2019 Nominations for 7th Executive Committee Member

Responsibilities:

1. Pre-meeting 8:45-9:45
2. Post-meeting debrief/planning
3:10-4:00
3. July 17 & Aug 22 planning days
4. Support a subcommittee
5. Periodic email requests for input

Name:

1. Rebecca McIntyre
2. Rob Dickinson
- 3.
- 4.
- 5.



Lunch

Legislative Update

Stephen DeGrow for Caroline Leithen

House Nassar Bills

■ HB 5791

- Would require MDE to develop age-appropriate informational material relating to sexual assault and sexual harassment.
- A district or PSA would have to disseminate the informational material, contact information for the Title IX coordinator, and policies on sexual assault and sexual harassment to students in grades 6 to 12 who are enrolled in a school operated by the district or PSA
- Passed the House 103-6 on May 24 and was reported out of Senate Judiciary Committee on June 6, 2018.
- Would encourage district and PSA boards to provide training on responding to pupils who have experienced sexual assault or sexual harassment.

House Nassar Bills continued

- HB 6043: A bill to require school districts to report to MDE information concerning certain types of unprofessional conduct that results in disciplinary action or the nonrenewal of a contract passed the House 88-21 on May 24 and was reported out of the Senate Judiciary Committee on June 6, 2018.
- HB 5800: A bill to require certain actions regarding pupils who report being sexually assaulted and prohibit them from being expelled for the reported incident passed the House on May 29 and was reported out of the Senate Judiciary Committee on June 6, 2018.

House School Safety Bills

- HB 5828: A bill to create the School Safety Commission within the Department of State Police passed the House 98-11 on May 8 and was referred to the Senate Education Committee.
 - Commission would assist school safety liaisons in identifying and evaluating the safety of schools.
 - Each inspected school building would receive a confidential grade for use by the commission of either optimal, adequate, or inadequate.
 - The Department of Treasury would house the Comprehensive School Safety Plan Fund to provide and administer school grants.

House School Safety Bills continued

- HB 5829: A bill to require public and nonpublic schools to designate a liaison to work with the School Safety Commission to identify and evaluate school safety measures passed the House 95-14 on May 8 and was referred to the Senate Education Committee.
- HB 5830: A bill that would place requirements on new or remodeled public or private school buildings passed the House 97-12 on May 8 and was referred to the Senate Education Committee.

House School Safety Bills continued...

- HB 5850: A bill that would eliminate the sunset in the Student Safety Act passed the House 108-1 on May 8 and was referred to the Senate Education Committee.
- HB 5851: A bill that would require districts and PSAs to provide a report to the Department of State Police about violence and threats at schools passed the House 69-40 on May 8 and was referred to the Senate Judiciary Committee.
- HB 5852: A bill that would modify the Michigan commission on law enforcement standards to include active shooter training passed the House 108-1 on May 8 and was referred to the Senate Judiciary Committee.

Do Not Resuscitate Order

- SB 827 (Jones), a bill to establish filing, storage, and notice rules regarding do-not-resuscitate orders was reported by the Senate Judiciary Committee and referred to the Senate on February 20, 2018.
- Tie-barred bills include SB 784 (Warren), a bill to allow a parent or guardian to execute a do-not-resuscitate order on behalf of a minor child and SB 786 (Warren) to authorize a guardian of a minor to execute a do-not-resuscitate order.
- MDE is working w/ Senator Warren to address concerns.

School Aid-Conference Committees

- House and Senate Conferees have been named
- Conference Committee meeting June 6, 2018 in Senate Appropriations
- Members: Sen. Hansen, Sen. Hildenbrand, Sen. Hopgood, Rep. Kelly, Rep. Hernandez, and Rep. Kosowski



Public Comment

Recognizing Exiting Delegates

1. Heidi Ransom - Member at large
2. Amy Sanderson - Member at large
3. Denise Simmons - Member at large

1. Jim Corr - MASP
2. Michele Israel - MEA
3. Andy Kowalczyk - MASSP
4. Craig McCalla - MEMSPA
5. David Tebo - MASA

Recognizing Exiting Alternates

1. Jerry Davisson MASSP
2. Jane Shank - ACMH
3. Andrew Shaw - MASA



Office of Special Education Updates

Public Reporting

- Special Education data for all districts has been posted
 - SPP Indicator Data
 - Significant Disproportionality
- Now available at [MI School Data](#)

Michigan School for the Deaf

- Commencement Exercises for 2018 graduates Thursday, June 7, 2018
- Charter Day Celebration July 12, 2018
 - 1:00-6:00 PM at the MSD
 - MSD was established before the Civil War and boys were trained there for a brief time
 - Additional facts and photos will be on display
 - Tour of the Superintendent's House
 - For more information visit the [Michigan School for the Deaf website](#)

OSE Summer Presentations

- June 20, 2018
 - LEA business officials & district superintendents for the St. Clair RESA
- June 28, 2018
 - MAISA-MI Assoc. Intermediate School Administrators
- August 10, 2018
 - MASB- MI Assoc. of School Boards
- August 13-15, 2018
 - MAASE Summer Institute-MI Assoc. Admin. of Sped. Ed.

Accountability System Redesign

- OSE and the ISD Directors of Special Education continue ongoing work to redesign the accountability system
 - Supported by Dr. Jane Nell Luster
 - Spring virtual monitoring in process
 - New activities in planning stages to begin Fall 2018

New OSE Staff

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

Have a wonderful summer!

- Isaiah is going to be a BIG BROTHER!
- Coming soon!
- Due July 25, 2018





Due Process Update

Joanne Winkelman

Due Process Hearing Reports

Data

- From July 1, 2017 to May 15, 2018
 - Due Process Complaints files: 70
 - Expedited Due Process Complaints: 17
 - Dismissed/Withdrawn Due Process Complaints: 48
 - Final Decisions and Order: 6
 - Pending Due Process Complaints: 16

June 2018 Information Line Data

Who Called?

Parents/Grandparents:	130
School Personnel:	46
Physician's Office:	1
Citizen/Other:	26
Advocates:	7
Government:	6
Total Calls:	216

Top 5 Common Topics

1. Other (ex. Teacher certification, seclusion and restraint, etc.)
2. Complaint Information
3. Rule Interpretation
4. Suspension/Expulsion/Discipline
5. Child Find (ages 3-5)

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

Additional OSE Contact Information

OSE Information

- Main OSE Office Number
 - 517-241-7128

Support Staff

- Aaron Darling
 - 517-241-7077
 - darlinga4@michigan.gov
- Ashley Reed
 - 517-241-7140
 - reeda@michigan.gov

Member Reports - Where are we on priorities?

Where are we per Member Report current/requested actions relative to:

1. creating an aligned and coordinated system that addresses both compliance and outcomes to fulfill the mutual obligation of ensuring a Free Appropriate Public Education (FAPE) in the Least Restrictive Environment (LRE) to ensure success for our students?
2. implementing the MDE Initiative to become a Top 10 education state in 10 years?
3. other key priorities?

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

- Family Matters
- Welcoming new members

To Do's

Within the Next Week

1. Complete the online meeting survey/evaluation
2. Voting members vote on 7th executive committee member
3. As needed: Voting members vote on Annual Report & Bylaws
4. Communicate with your constituents about take-away issues

This Summer

Executive Committee members will:

1. Reach out to incoming members
2. Plan the fall retreat
3. Plan for the 2018-2019 meeting structure and priorities

SEAC New Member Orientation

Sunday, 9/16 afternoon/evening

1. Executive Committee & New members (organizations, members-at-large, Ex-Officio), including new alternates
2. Also invite members who joined during 2017-2018

SEAC Retreat

1. Monday, 9/17, 8:30-4:00 SEAC Retreat
 - a. Key background learning for all members-at-large, organizational members & alternates and Ex-Officio members
 - i. Background learning on Professional Learning unmet need priority
 - ii. Orientation to the new group & logistics; annual priority setting

Motion to Adjourn

Thank you for participating!