

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

Wednesday, June 6, 2018

10:00 a.m. – 3:00 p.m.

Dial in Number - 877.336.1831 & Access Code 3695781

Lansing Community College
West Campus 5708 Cornerstone Drive
Lansing, MI 48917

June Preliminary Agenda

Time	SEAC Focus
10:00	Call to Order – Sara Park, Vice Chairperson Review/approve Proposed Agenda –Sara Park Review/approve Previous Meeting Minutes –Sara Park Later we will do a personalized roll call and introduction of guests Forecast Public Comment after lunch– Sara Park <ul style="list-style-type: none"> ➤ Complete the Public Comment Section of Visitor Registration form prior to the beginning of the meeting.
10:05	Chairperson’s Report – Sara Park <ul style="list-style-type: none"> ➤ Today’s Focus <p>Welcomes, Reflections and Farewells</p> <p>Action Items:</p> <ol style="list-style-type: none"> 1. Annual Report 2. Bylaws Amendments 3. Nominate 7th executive committee member <p>Information Items:</p> <ul style="list-style-type: none"> ● MDE update ● Legislative update <p>Norms</p> <ol style="list-style-type: none"> 1. Prepare for meetings 2. Use meeting time well, maintaining focus 3. Communicate in an open, respectful manner 4. Focus on advisory role tasks

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10:10	<p>Introductions (roll call) - Sara Park and Aaron Darling, Administrative Support</p> <ul style="list-style-type: none"> ➤ Veteran Members <ul style="list-style-type: none"> ○ Name ○ Role (<i>Identify one</i>) <ul style="list-style-type: none"> ▪ member-at-large, ▪ delegate representing specific organization or ▪ Ex-Officio member representing a state agency ○ Where you live ○ One key SEAC accomplishment OR a hint for new SEAC members (your legacy) ➤ Incoming Members <ul style="list-style-type: none"> ○ Name ○ Role (<i>Identify one</i>) <ul style="list-style-type: none"> ▪ member-at-large, ▪ delegate representing specific organization or ▪ Ex-Officio member representing a state agency ○ Where you live ○ One sentence sharing something you'd like SEAC to know about you and/or what you look forward to in your SEAC role ➤ SEAC support team and guests <ul style="list-style-type: none"> ○ Name ○ Role <ul style="list-style-type: none"> ▪ SEAC support team ▪ guest ○ Where you live ➤ One sentence sharing something you'd like SEAC to know about you or identify a SEAC accomplishment
10:40	<p>Chairperson's Report, continued - Sara Park</p> <ul style="list-style-type: none"> ➤ Report from Executive Committee Meeting <ul style="list-style-type: none"> ○ State Advisory Panel Website --committee sign-up with Fran Loose ○ Due Process Hearing Analysis - sign up with Joanne Winkelman ○ Membership Committee - sign up with Fran Loose ➤ See SEAC FYI for <ul style="list-style-type: none"> ○ Summary of last month's Survey/Evaluation ○ State Board of Education May Meeting Report
11:00	<p>Annual report –discussion and vote to approve - Sara Park</p>
11:20	<p>Bylaws— discussion and vote-- Sara Park</p> <ol style="list-style-type: none"> 1. Defined membership & alternates <p>Procedures referred to executive committee for voting:</p> <ol style="list-style-type: none"> 2. New organizations –minimal membership 3. Member attendance –minimums & procedures

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12:00	Lunch
12:45	MDE Office of Public and Governmental Affairs -Caroline Liethen, Legislative Liaison
12:55	Public Comment Hear from any individuals who have submitted the Public Comment Section of Visitor Registration form prior to the beginning of the meeting.
1:00	Executive Committee – Nominations for 7 th member
1:10	Recognize Exiting Members: Teri Chapman, Director Office Of Special Education & Sara Park Jim Corr, Jerry Davisson, Michele Israel, Andy Kowalczyk, Craig McCalla, Heidi Ransom, Amy Sanderson, Jane Shank, Andy Shaw, Denise Simmons, David Tebo MDE, Office of Special Education Report – Teri Chapman <ul style="list-style-type: none"> ● National ● State ● OSE
2:05	Due Process Hearing Reports Received--Joanne Winkelman, Supervisor
2:15	Where are we per Member Report current/ requested actions relative to <ul style="list-style-type: none"> ● 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? ● implementing the MDE Initiative to become a Top 10 education state in 10 years? ● Other key priorities?
2:45	Take-Aways <ul style="list-style-type: none"> ➤ Table talk (5 min) ➤ Committee of the Whole (5 min) <ul style="list-style-type: none"> A. Share announcements about conferences, new materials, etc. B. Identify 3-5 key highlights and To-Do's from today
2:55	Closing reminders <ul style="list-style-type: none"> ● Within the next week <ul style="list-style-type: none"> ○ Complete On-line Meeting Survey/Evaluation ○ Voting members vote on 7th executive committee member ○ As needed: Voting members vote on Annual report & Bylaws ○ Communicate with your constituents about Take-Away issues. ● This summer, Executive Committee members will <ul style="list-style-type: none"> ○ Reach out to incoming members ○ Plan the fall retreat ○ Plan for the 2018-2019 meeting structure and priorities ● Sunday, 9/16 afternoon/evening SEAC New Member Orientation

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	<ul style="list-style-type: none"> ○ Executive Committee & New members (org, member-at-large, Ex-Officio), including new alternates ○ Also invite members who joined during 2017-2018 ● Monday, 9/17, 8:30 – 4:00 SEAC Retreat --Key background learning for all members-at-large, organizational members & alternates, Ex-Officio members <ul style="list-style-type: none"> ○ Background learning on Professional Learning unmet need priority ○ Orientation to the new group & logistics; annual priority setting
3:00	Motion to Adjourn