

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

Wednesday, June 5, 2019 10:00 a.m. – 2:45 p.m.

LCC West

5708 Cornerstone Dr.

Lansing, MI 48917

Call-In Number: 877.336.1831 & Access Code 3695781

June 5 Member Agenda Updated June 5

Please note: As a reminder of SEAC’s official functions, we’ve re-attached the list of 6 components per IDEA, also included in the Intro article members received in September.

§300.169 Duties

The advisory panel must —

- (a) Advise the SEA of unmet needs within the State in the education of children with disabilities;
- (b) Comment publicly on any rules or regulations proposed by the State regarding the education of children with disabilities;
- (c) Advise the SEA in developing evaluations and reporting on data to the Secretary under section 618 of the Act;
- (d) Advise the SEA in developing corrective action plans to address findings identified in Federal monitoring reports under Part B of the Act; and
- (e) Advise the SEA in developing and implementing policies relating to the coordination of services for children with disabilities.

§300.513(A) & (D)(1)

- (a) Decision of hearing officer on the provision of FAPE.
- (d) Findings and decision to advisory panel and general public. The public agency, after deleting any personally identifiable information, must—
 - (1) Transmit the findings and decisions referred to in §300.512(a)(5) to the State advisory panel established under §300.167;

Time	SEAC Focus
10:00	<p>Meeting Opening</p> <ol style="list-style-type: none"> 1. Call to Order – Teri Pettit, SEAC Chairperson 2. Review/approve Proposed Agenda - Teri Pettit 3. Review/approve Previous Meeting Minutes – Teri Pettit 4. Reminder re: SCECH’s & Mileage/Hotel Forms (See Ashley Reed

Time	SEAC Focus
10:05	<p>Chairperson’s Report – Teri Pettit</p> <p>1. Today’s Focus: (beyond routine tasks)</p> <ul style="list-style-type: none"> a) Welcomes, Reflections and Farewells b) Information Items: <ul style="list-style-type: none"> i) State updates c) Table Work: Analysis and feedback re: <ul style="list-style-type: none"> i) Potential 2019-2020 Priorities d) Action Items <ul style="list-style-type: none"> i) Proposed revised mission statement ii) Draft Annual Report iii) Fill vacant 2019-2020 executive committee seat <p>2. Executive Committee Meeting Report</p> <ul style="list-style-type: none"> a) <p>3. See Asks & Updates for</p> <ul style="list-style-type: none"> a) May evaluation summary -- e.g. distraction caused by members’ extended use of computers & phones for personal business b) State Board of Education summary c) Draft Annual Report <p>4. Review 2018-2019 norms</p> <ul style="list-style-type: none"> a) Come prepared for the meeting. b) Be present throughout the meeting, listening as passionately and respectfully as you wish to be heard. c) Focus on our advisory role on behalf of children with IEPs with open, solution-oriented conversations.
10:15	<p>MDE Welcome & Thank You: Dr. Scott Koenigscknecht, Deputy Superintendent, P-20 System and Student Transitions (exact time to be determined on June 5)</p>
10:30	<p>Introductions (roll call)</p> <p>1. Veteran Members</p> <ul style="list-style-type: none"> a) Name b) Role (<i>Identify one</i>) <ul style="list-style-type: none"> i. member-at-large, ii. delegate/alternate representing specific organization or iii. Ex-Officio member/alternate representing a state agency c) Where you live d) One key SEAC accomplishment OR a hint for new SEAC members (your legacy) <p>2. Incoming Members</p> <ul style="list-style-type: none"> a) Name b) Role (<i>Identify one</i>)

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	<ul style="list-style-type: none"> i. member-at-large, ii. delegate/alternate representing specific organization or iii. Ex-Officio member/alternate representing a state agency <ul style="list-style-type: none"> c) Where you live d) One sentence sharing something you'd like SEAC to know about you and/or what you look forward to in your SEAC role. <p>3. SEAC support team and guests</p> <ul style="list-style-type: none"> a) Name b) Role <ul style="list-style-type: none"> i. SEAC support team ii. guest c) Where you live d) One sentence identifying a SEAC accomplishment OR sharing something you'd like SEAC to know about you.
11:00	State Board of Education Welcome & Thank You: Dr. Judith Pritchett, SBE member
11:10	<p>Subcommittee Reports</p> <ol style="list-style-type: none"> 1. Bylaws - 2019 -2020 Forecast, Donna Case, incoming SEAC Vice Chairperson and Bylaws Committee co-chair 2. Membership - Nancy Spanski, Down Syndrome Association of West Michigan 3. Mission Vote on Proposed Change -- Anne-Marie Sladewski & Jennifer Headley Nordman 4. Michigan Education Research Institute Advisory Council - Anne-Marie Sladewski, MiASCD alternate & SEAC representative to Council
11:30	<p>Unmet Needs - Preliminary projection of 2019-2020 SEAC annual priorities</p> <p>As an advisory body,</p> <ol style="list-style-type: none"> 1. what is an important issue to learn about and discuss? 2. what added value can SEAC contribute to the already existing initiatives & efforts in this area?
12:00	<p>Lunch</p> <p>If you placed a special meal order, please see the chef.</p>
12:45	Public Comment: Hear from any individuals who have requested Public Comment prior to the beginning of the meeting.
12:50	Unmet Needs Wrap Up - Preliminary projection of 2019-2020 SEAC annual priorities

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1:20	<p>Michigan’s Plan for ISD Determinations - Teri Pettit & Nancy Spanski</p> <p>Big Picture Planning</p> <p>Action Team Updates</p> <ol style="list-style-type: none"> 1. NAEP & MI-STEP Assessment - Nancy Spanski 2. Drop-Outs -Teri Pettit 3. Graduation - Nancy Spanski <p>Steering Committee June Work - Teri Pettit</p> <p>IDEA § 300.169 Duties. The advisory panel must— ...(c) Advise the SEA in developing evaluations and reporting on data to the Secretary under section 618 of the Act;</p>
1:40	<p>MDE, Office of Special Education Update – Teri Chapman, OSE Director</p> <ol style="list-style-type: none"> 1. National 2. State 3. MDE OSE
2:05	<p>Due Process Monthly Update - Rebecca McIntyre, OSE Program Accountability Supervisor</p>
2:10	<p>Recognize Members completing their SEAC terms including exiting 2018-2019 executive committee members: Teri Chapman, Teri Pettit</p> <p><u>Delegates</u> – Robert Dickinson, Jill Fennessy, Nancy Jaskiw, Mark Smith, Nancy Spanski (returning as an alternate), Lori Tavgian</p> <p><u>Alternates</u> – Laura Griffith, Courtney Halbower, Donald Hubler, Ronna Steel</p> <p><u>Ex-Officio</u> – Laura Chang, Sara Park, Cynthia Wright</p>

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2:20	<p>Closing reminders</p> <ol style="list-style-type: none"> 1. Within the next week <ol style="list-style-type: none"> a) Complete Online Meeting Survey/Evaluation b) 2018-2019 Voting members vote on Annual report and executive committee vacancy c) Communicate with your constituents about Take-Away issues. 2. This summer, Executive Committee members will <ol style="list-style-type: none"> a) Reach out to incoming members b) Plan the fall retreat c) Plan for the 2019-2020 meeting structure and priorities 3. Sunday, 9/22 afternoon/evening SEAC New Member Orientation <ol style="list-style-type: none"> a) Executive Committee & New members (org, member-at-large, Ex-Officio), including new alternates b) Also invite members who joined during 2018-2019 school year 4. Monday, 9/23, 8:30 – 4:00 SEAC Retreat --Key background learning for all members-at-large, organizational members & alternates, Ex-Officio members <ol style="list-style-type: none"> a) Background learning on Professional Learning unmet need priority b) Orientation to the new group & logistics; annual priority setting
2:30	<p>Prepare to Share and Closing reminders</p> <ol style="list-style-type: none"> 1. Prepare to Share--- How did this meeting help prepare you for your personal or professional role relative to students with IEPs? 2. To Do's-- What are your next steps? 3. Within the next week <ol style="list-style-type: none"> a) Complete Online Meeting Evaluation-- now in your email to support planning future meetings--special question re: due process work b) Communicate with your constituents about Take-Away issues.
2:45	<p>Motion to Adjourn</p> <p>Please remember to sign-out.</p>