

# Special Education Advisory Panel Meeting

## Minutes

### June 1, 2018

#### Members in Attendance

Lynnette Creed  
Stephen Barr  
Donna Cash  
Lisa Robbins  
April Register  
Lori Masek

Kari Noland  
Byron Koster  
Tom Bamvakais  
Susan Marino  
Diana Taylor-Soole  
Abby Robbins

Cathy Johns  
Daniel Williams  
Michael Aitken  
Elizabeth Obrey  
Desiree Byars  
Cory McMahan

#### Members Not in Attendance

Christina Booker  
Kimberly Bray  
Gwen Deimeke  
Todd Fraley  
Kim Gee  
William Hayes

Laura Head  
Mary Jo Jensen  
Amanda Kaiser  
Lauren Lynch  
Matthew McTeer  
Brenda Niemeyer

Kris Presley  
Leigh Reynolds  
Carissa Rupp  
Amy Wilson  
Belinda Worley

**Guest** - Kristin Donze, assistant director of transition and 511 for Vocational Rehabilitation, attended on behalf of Kim Gee who was unable to attend.

#### Copies of handouts and presentations for this meeting are available at:

<http://dese.mo.gov/special-education/advisory-panels/seap/meetings>.

**Call to Order/Introductions** – Lynnette Creed called the meeting to order at 10:00 a.m. Introductions were made.

**Approval of Minutes** – Diana Taylor-Soole made a motion to approve the panel minutes as written. Tom Bamvakais seconded the motion. Minutes were approved.

**Facilitated IEP (FIEP) Training Proposal** – Cheryl Thompson, supervisor, Special Education Compliance, and Karen Allan, director, Special Education Compliance presented information regarding the facilitated IEP training proposal (powerpoint <https://dese.mo.gov/special-education/advisory-panels/seap/seap-meeting-handouts>). DESE is in the process of finding individuals interested in becoming “train the trainers” for FIEP and providing the necessary training. This process will take approximately a year. There are limits to the training based on Key2Ed and the contract through Office of Administration. Panel members were asked to help think through this process and provide suggestions, concerns, and questions.

**Public Comment Subcommittee and Website** – The public comment subcommittee is not receiving public comments via the public comment email address and asked for suggestions from the panel. Suggestions included: keeping panel email address but using an email account created by DESE instead of a gmail account (emails received would be forwarded to the public comment subcommittee members) and using a variety of ways to advertise the panel (Facebook; creating a flyer for schools to post; investigating the possibility of adding a statement to procedural safeguards, parent survey, and State Plan webpage; disseminating information via First Steps and PAT; developing a press release; including information in superintendents’ newsletter; asking districts to announce annually similar to child find; and announcing in MPACT’s newsletter and adding a statement to their website.

## **DESE Update (Working Lunch)**

- State Budget – went very well.
- State Board – currently do not have a State Board of Education. Five members are needed for the board to meet. Without a board, DESE has been proceeding with most daily activities but have been unable to approve new charter schools/renew applications, appointments of certain committee members, teacher/substitute certificates, standards for state assessments, teacher education programs, personnel and department policy changes, and certain replacement documents that require state board approval. DESE is also unable to hire a new commissioner. There is a possibility that the State Board will be in place for a tentatively scheduled June meeting.
- Part B Application – submitted to OSEP.
- State Performance Plan – submitted to OSEP. OSEP had a few questions which we responded to. Currently waiting for the state's report card from the U.S. Department of Education indicating if DESE met requirements.
- Alternate Assessment Participation – DESE has been working on determining how the one percent will be calculated. Because high schools have the option to opt in or opt out, DESE has been unable to determine the number of test takers. DESE has contacted the districts which appear to be over and will have further contact once the exact calculation is determined.
- Significant Disproportionality – OSEP made changes to regulations regarding significant disproportionality. A few months ago they sent out a notice asking for public comment regarding the option of delaying the implementation of those regulatory changes. DESE submitted comments indicating we would recommend the two year delay due to issues with the data used to make the determination and issues with Special School District. DESE felt it would create more problems than resolve.
- State Employee Evaluation Process – State agencies are using a new employee evaluation process called ENGAGE. DESE has selected its own process. Instead of the standard staff evaluation process, DESE is developing a new process which evaluates an employee's work. The Office of Special Education is using a process where staff identify one or two goals and then use posters to outline their goals and monthly progress measures. Stephen feels this will lead to a better agency with continuing improvement.
- Lisa Robbins was recently asked if the panel was aware that certified special education teachers no longer had to take classes in special education but could take a test in that content area to get certified. Lynette felt this could be the result of not having enough certified teachers to fill vacancies. Cory reminded panel members that Educator Certification is not under the Office of Special Education and that comments regarding these changes should be directed to state legislators. He asked if someone from Educator Certification could present on this at a future panel meeting.

**Update on Missouri Model Districts (MMD)** – Stephen discussed the recent MMD Summit held in St. Louis (powerpoint <https://dese.mo.gov/special-education/advisory-panels/seap/seap-meeting-handouts>). Currently, a group of pilot districts are testing collaborative work. DESE is assisting these districts with determining strategies they can use on a frequent basis and looking at ways to get teachers to work together to improve outcomes for students. Collaborative teams involving all teachers are being developed in these districts. Districts are also reviewing and using their data as well as a toolbox of highly effective teaching practices to help engage students and improve student outcomes. Comparative data shows that students with disabilities at the schools participating in collaborative work are improving faster and making better gains. Training modules for teachers are available online. DESE should soon have a lot of data about how the process is working and what types of supports are still needed.

**Subcommittee Meetings** – Subcommittees met from 1:15-1:30 p.m. They were asked to discuss questions they have related to FIEP.

### **Rules and Regulations**

The subcommittee had the following FIEP concerns and comments:

- the number of trainers is very small
- train the trainer trainings do not always work
- these skills need to be shared with school staff so they can better facilitate IEP meetings
- are funds available to provide these trainings
- what is the plan for implementation

Stephen indicated funds are available and that Key2Ed, which is the sole source, will be providing the training/certification for four people to become the “train the trainers.”

### **Evaluation and Monitoring**

- Annual Report Letter – Cory McMahon made a motion to approve the Annual Report Letter as written and Brenda Niemeyer seconded the motion. Motion passed.
- FIEP - The subcommittee felt districts need the facilitation training for their staff. If they could provide better IEP meetings, the need for trained facilitators would be minimal.

### **Programs**

The subcommittee had the following FIEP concerns and comments:

- what about the liability if an IEP meeting “goes wrong”
- how will the certification for trained facilitators be tracked

Stephen indicated an IEP meeting is the district’s responsibility and districts should check their board policies and with their legal counsel regarding who can and should be trained as facilitators.

**Public Comment** – The subcommittee reviewed the panel’s earlier discussion regarding the Public Comment webpage/email address and will review the suggested advertising options.

### **Officers/Executive Committee members for SEAP for FY 2019:**

Chair - Lisa Robbins

Vice Chair - Byron Koster

Secretary - Cory McMahon

Executive Committee:

Diana Taylor-Soole

Elizabeth Obrey

Michael Aitken

Donna Cash

### **Member Issues/Reports**

Lisa Robbins indicated they had experienced some “issues” with their THRIVE program (UCMs program for adults with intellectual and developmental disabilities). They are in the process of making some changes to the program and she was asked to get input/feedback from the panel and the parents on the panel regarding the types of things they felt were important for these programs (what expectations for the program and/or things that would be valuable aspects of the program).

**Adjournment** – Meeting adjourned at 2:20 p.m.