**MEMBERSHIP**

**TASK FORCE ON BLIND STUDENT ACADEMIC AND VOCATIONAL PERFORMANCE**BLIND TASK FORCE (BTF)  
Assisted by the Missouri Department of Elementary and Secondary Education, Office of Special Education

**To what am I committing myself?**

By federal statute, the BTF must meet (typically in Jefferson City) either in-person or virtually using Zoom at least four times per fiscal year (February, May, August, November). Regular BTF meetings are scheduled on Tuesday of the first full week of the scheduled month. Regular BTF meetings may be increased and special meetings may be called.

As a member of BTF, you are committing to attend regular (Tuesday of the first full week in February, May, August, and November) and special BTF meetings. As your family and work life may interfere at times with this, the BTF bylaws allow for two consecutive excused absences, but three absences may result in a determination by the appointed BTF Chairperson that your position on the BTF is vacant.

Normally, an excused absence is considered by the Chairperson upon receipt of an email from the member which states the reason for the absence and inability to attend the meeting PRIOR to the scheduled meeting.

To effectively carry out its responsibilities, the BTF needs all members to attend all meetings. Your opinion, experience, knowledge, skills, and voice is valued by the BTF and the Missouri Office of Special Education.

In addition to its regular and special business meetings, BTF members are required to be a member of at least one of its subcommittees and will need the members of those subcommittees to participate in subcommittee activities between regularly scheduled meetings.

**How much time am I committing as a member of the Blind Task Force (BTF)?**

An estimate of time commitment is approximately two to eight hours a month (through Zoom meetings, conference calls, email, etc. The estimate may be more for BTF chairpersons and officers.

**Will I be reimbursed for my commitment?**

Federal statute prohibits monetary compensation for your time and effort. You will, however, be reimbursed for reasonable expenses such as mileage, lodging, meals incurred to participate in BTF activities. Your active commitment will also be greatly appreciated by the members of the BTF, the Office of Special Education, and indirectly by the blind/visually impaired students and their families for which it works.