

**Washington State Special Education Advisory Council (SEAC)
Meeting Minutes for May 8-9, 2006
Coast Wenatchee Center Hotel, Wenatchee, Washington**

May 8, 2006

Members Present:

Heather Hebdon, Chair; Ann Waybright, Vice-Chair; Trip Goodall, Executive Committee; Renèe Buell; Susan Dineen; Cheryl Fernandez; Janet Gonzalez; Monica Meyer; Steve Nourse; Ronald Seifert; Kathleen Wenzl.

Excused Absences:

Note Taker: Julie Scheffer, OSPI

OSPI Staff: Bob Harmon, Mickey Lahmann.

TOPIC	DISCUSSION	ACTION	WHO	WHEN
Call to Order	The meeting was called to order at 9:00am by Heather Hebdon, Chair. She covered referential handouts to be used during the work period for Dr. Bergeson's request to produce a recommendations paper for the State Improvement Grant (SIG). Mickey Lahmann, Assistant Superintendent for Curriculum and Instruction was introduced to the committee and available for questions along with Assistant Superintendent Bob Harmon for Special Programs.			
State Improvement Grant information and review, Mickey Lahmann	Nine main questions were given to the committee to work through while formulating recommendations for Dr. Bergeson regarding the State Improvement Grant (SIG). Mickey shared information on the grant and described stakeholder involvement. The following main stakeholder groups were listed: Institutions of Higher Education (IHEs) Local Educational Agencies (LEAs) Parent-Teacher Information Center Organizations that support staff development Unions School Boards Intermediate Education Agencies (ESDs) Vocational Rehabilitation Early Intervention			

TOPIC	DISCUSSION	ACTION	WHO	WHEN
	<p>Disability Organizations Special Education Advisory Council State Needs Projects</p> <p>Mickey had several handouts that offered information on the Connecting Ideas Project (CIP) and SIG. The main questions posed by the committee were:</p> <ol style="list-style-type: none"> 1) Who oversees the grant? 2) How can SEAC best provide input related to the SIG? 3) How would stakeholder involvement be reestablished? 4) What methods of data collection would be used? <p>The committee worked on each question and decided that all data needs to be disaggregated and frequently disseminated.</p> <p>Other questions the committee generated were:</p> <ol style="list-style-type: none"> 1) How are the SEAC reports utilized in the SIG planning? 2) Are the SIG goals aligned with IDEA? If so, how? (i.e., positive behavior support, functional behavior assessment (FBA), Washington state initiatives). 3) Can data for projects and programs be measured? Is there qualitative and quantitative data available? 4) What is the role of the evaluators with the SIG? What is best practice? 5) What impact do SIG activities have on teacher retention and satisfaction? 6) What data is available comparing teacher retention rates? 7) Does SEAC want to move forward or opt only for a one year no cost extension? What would be SEAC's role and who would oversee that role? <p>Bob covered the intraagency collaboration on this project and described the trifurcation of Special Programs, Assessment, Curriculum and Instruction and the roles that each division is responsible for under the current Memorandum of Understanding (MOU). It was agreed upon by both Mickey and Bob that this collaboration is critical in the creation and</p>			

TOPIC	DISCUSSION	ACTION	WHO	WHEN
	<p>success of the SIG.</p> <p>Renèe gave an example of a summit she attended and suggested that it could be beneficial to create the same type of summit to encourage stakeholder involvement. Committee agreed that could be a good starting point for contacting and getting the stakeholders informed on the details of the SIG and create an environment for stakeholder feedback.</p> <p>Recommendations to Dr. Bergeson: 1) The committee had a majority agreement that waiting on the SIG application and applying for a one year no cost extension was the key recommendation to be made to Dr. Bergeson; and 2) A recommendation was made to move the SIG from Curriculum and Instruction to Special Education Operations. A discussion ensued and it was decided to provide a statement of consideration in the report to Dr. Bergeson.</p> <p>The committee broke into sub-groups at 4:15pm to work on next year's priority list for the areas of staff development, paraprofessionals and related topics; and transition.</p>			

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May 9, 2006

Members Present:

Heather Hebdon, Chair; Ann Waybright, Vice-Chair; Trip Goodall, Executive Committee; Renèe Buell; Susan Dineen; Cheryl Fernandez; Anne Golden; Janet Gonzalez; Steve Nourse; Ronald Seifert; Kathleen Wenzl.

Excused Absences: Monica Meyer

Note Taker: Julie Scheffer, OSPI

OSPI Staff: Bob Harmon; Doug Gill; Kathy Bartlett; Kristin Hennessey; Lou Colwell.

TOPIC	DISCUSSION	WHO	WHAT	WHEN
Meeting Call to Order	The meeting was called to order at 8:30am by Heather, Chair. The SEAC correspondence reviewed was a letter generated by Mrs. Debera Willis regarding a due process request. The committee was in agreement that Heather would draft their consensual response to Mrs. Willis and the letter would be sent by support staff with copies to be sent to all committee members. March 15-16, 2006 meeting minutes were approved with changes. Changes to be made prior to being posted to the website.	Julie	Send Mrs. Willis' response and copies to committee members.	May 10, 2006
Update from Curriculum and Instruction, Kathy Bartlett	Kathy introduced handouts: 1) OSPI contact information for several key programs with email addresses; 2) Dyslexia Association summit date: June 10, 2006; and 3) Washington State Dyslexia Pilot Project summary. She explained the new contact in Assessment is Carol Dyer. Kathy also announced she will be leaving OSPI.			
Director's Report, Doug Gill	Doug reviewed each item from the Special Education Operations May update which can be located at http://www.k12.wa.us/SpecialEd/monthlyupdates/May_2006_update.pdf The items included: <ul style="list-style-type: none"> • 2006 Post School Data Collection - He noted that Post School Data reporting is no longer elective and is now mandatory. • Took Kit on Teaching and Assessing Students with Disabilities. • Special Education Data Collection for the December 1, 2006 Count. • Sound Options Group, LLC OSPI monthly training calendar. • 2006 Special Education Summer Institutes schedule. 			

	<ul style="list-style-type: none"> Also noted on the monthly reports is a section from the Special Education. Assessment section: WASL Standard Setting - information and instructions on nominating individuals to participate in the standard setting process. <p>Response to Intervention (RTI) manual that is being drafted by OSPI/Special Education Operations will be available in time for the August Administrator's workshop.</p> <p>At the committee's request, Doug drafted a graph representing trends associated with the increase in paraprofessionals working in special education within the last decade.</p>	Julie	Attach Graph to May 8-9, 2006 minutes.	When mailing draft minutes to committee members.
Practical Strategies for School and Mental Health Service Coordination- Lou Colwell, OSPI	<p>Lou made a Powerpoint presentation on the legislation and interagency agreement between Department of Social and Health Services (DSHS) Mental Health Department (MHD) and OSPI. The agreement is for a project to identify school districts where mental health and education systems coordinate services and resources to provide public mental health care for children and share information about approaches to mental health services. Twenty-two programs in various districts were interviewed. The final report that will be generated from this project is due to the Joint Legislative Audit and Review Committee (JLARC) by June 1, 2006. The report and data will be available on the OSPI website June 1, 2006. Heather requested a copy of the report be sent to her for the committee after it is completed.</p> <p>Lou clarified for the committee that the Mental Health Advisory Council is appointed by the Governor through an application process. That application can be found at http://www1.dshs.wa.gov/word/hrsa/mh/MPAC_Application_20050801.doc</p>			
Ombudsman's Report, Kristin Hennessey, OSPI	<p>Kristin had monthly call load data including number of calls, general types of calls and whether or not these calls were forwarded to either Special Education Operations or other areas of OSPI for further action. The majority of the calls have been related to 1) appropriateness of IEPs; and 2) individuals seeking access to services. A large portion of her calls involve various parties. Kristin discussed information on HB3127 regarding overlapping between her position and the CISL program administered by the bill. Ann Waybright requested data on the call loads so the committee may see the trends associated with the position including: 1) time taken with each call; 2) issues and reasons; 3) types of calls. Ann believes it is important to use this data to affect change and ensure the consumers that are calling are having their needs met.</p>			
2006-2007 Committee Elections, Heather, Janet Gonzalez and Steve Nourse	<p>Heather initiated the elections with Steve and Janet leading the ballot tallying and totals. The results are as follows: Chair - Trip Goodall Vice Chair - Anne Golden Executive member - Ann Waybright</p>			

<p>Items to be included in SEAC annual report, Heather</p>	<p>Heather requested the committee recommend items for the final SEAC report due July 1st, 2006. The items listed are:</p> <ul style="list-style-type: none"> • SEAC 2005-2006 priorities as defined by the committee at the May 8-9, 2006 meeting • Recommendations page created for the Legislature and the Legislative agenda • SEAC pamphlet • JLARC presentation on SafetyNet • Ombudsman role and reporting schedule • Information on Anne Golden and Renée Buell participating on the WA Learns committee, Steve Nourse participating in the Association of Trainers of Special Education Personnel (ATSEP) council and Heather belonging to the IDEA Steering committee <p>Trip requested that a committee member review previous meeting minutes for 2005-2006 and highlight key items to include in the report.</p>			
<p>Subcommittee Reporting, Committee Subgroups</p>	<p>Kate Wenzl presented on the Staff Development subgroup which included Ann, Ron and Steve. Janet Gonzalez presented on the Transition subgroup which included Renée, Susan and Monica. Cheryl Fernandez presented on the ParaProfessionals subgroup which included Trip and Anne. All subgroups will have their presentations and notes to Heather by June 1st for the final report.</p>			
<p>Future Meeting Dates and Agenda Items, Heather</p>	<p>September 27-28, 2006 were chosen for the next meeting dates. This will be after the Special Education Law Conference hosted by the University of Washington in Vancouver, WA. Agenda items for this meeting will be:</p> <ul style="list-style-type: none"> • Presentation and Discussion with Dr. Terry Bergeson • Update on Washington Learns from Anne Golden and Renée Buell • Dyslexia Project update - Sue Geiger • Speaker from the Division of Developmental Disabilities - DSHS • Early Learning project update - Office of the Governor • SIG/SPDG update • OSEP Leadership Conference update • Working Age Developmentally Disabled update • Center for Change in Transition Services - Dr. Cinda Johnson • Data on phone calls within the Ombudsman project - Kristin Hennessey <p>Anne Golden suggested to the committee members that they invite their Representatives to their respective district special education classes.</p>			
<p>Adjourn</p>	<p>Heather closed the meeting at 2:45pm.</p>			