

**State Special Education Advisory Committee  
(SSEAC)  
Holiday Inn, Staunton, VA**

**October 18-20, 2006**

**DRAFT MINUTES**

**Wednesday, October 18, 2006**

***Executive Subcommittee Meeting***

***Meetings of Ad Hoc Subcommittees***

- 1) Autism      3) Data and Reports
- 2) Personnel    4) Constituency Involvement

**Thursday, October 19, 2006**

***Committee Members Present***

Mike Behrmann, Susanne Conroy, Mary Ann Discenza, Emily Dreyfus, Sharon Duncan, Stacie Ellis, Anne Fischer, Melodie Henderson, David Martin, Cindy Mills, Jacqueline Nelson, Carmen Sanchez, Tamara Temoney, Michael Wong, Carletta Wilson

***Committee Members Absent***

Trevor Greene, Carol Hamilton, Peter Squire, Rick Richardson

***Department of Education Staff***

Pat Abrams, Pat Burgess, Doug Cox, Judy Douglas, Judy Hudgins, Cathy Pomfrey, Melissa Smith, Anu Upadhyaya

***Guests***

Michael C. Loso, Krista D. Swensson Hogan, Annette Sannuti, Cherie Takemoto, Judy Sorrell, Barbara Cornicello, Jean Felts

***Call to Order***

Ms. Anne Fischer, Chair, called the meeting to order. She introduced Dr. Michael C. Loso, Assistant Superintendent, Instruction and Administration for Harrisonburg City schools. He introduced Mrs. Krista D. Swensson Hogan, Director of Special Education and welcomed members to Harrisonburg.

## ***Agenda***

No major changes were made.

## **Business Session**

### ***Minutes***

Dr. David Martin moved that the minutes be approved as submitted. Ms. Stacie Ellis seconded; the minutes were approved.

### ***Bylaws Revision***

Dr. Mike Behrman moved that the State SEAC discontinue the Membership Subcommittee, and instead have the State SEAC as a whole make recommendations for members to VDOE. This motion DID NOT CARRY.

There was discussion regarding "Article VII – Membership, Section 4. **Ms. Carmen Sanchez moved to add an additional sentence: "moved that Section 4 of Article VII of the Bylaws be changed to: "Members shall be appointed by the VDOE. A membership committee shall recruit potential members through a nomination process, review the nominees to assure that they meet the criteria for membership, and submit the list of names to the Virginia Board of Education or the Virginia Department of Education as directed by the Virginia Board of Education for appointment." Ms. Emily Dreyfus seconded the motion which carried.**

### ***Annual Report***

Copies, as submitted to the Virginia Board of Education, were distributed to members. Ms. Anne Fischer, chair was commended for her work on the report and subsequent presentation to the Board.

### ***Operational Procedures***

There was discussion on the tracking log and public forum guidelines. The chair requested that Ms. Carmen Sanchez continue the tracking log until further notice. Action will be taken at the April meeting.

Ms. Carmen Sanchez gave a brief report on her attendance at the three-day OSEP Leadership Conference on August 28-30 in Washington, DC. The purpose of the conference was to begin discussions about the IDEA 2004 Part B final regulations. She attended the session on state advisory panels. She stated that Dr. Alexa Posny, who has recently been appointed Director of OSEP, emphasized the heavy involvement of state advisory panels.

### ***Ad Hoc Subcommittees***

There are four new members. The chair appointed the new members to the Ad Hoc Subcommittees. Members of the Ad Hoc subcommittees provided oral summaries of discussions held in the subcommittees that met on Wednesday evening.

**Personnel** – Ms. Cindy Mills

The personnel subcommittee discussed responses for the public comment for the PROPOSED REGULATIONS GOVERNING THE LICENSURE OF SCHOOL PERSONNEL (8 VAC20-22-10 et seq.). SSEAC Recommendations for VADOE Licensure Public Comment Period, October 19, 2006.

1. The SSEAC recommends that the license of teachers of students with disabilities accessing the general curriculum be divided into elementary (K-6) and middle/secondary and that coursework be included in each license to meet the grade level content skill and knowledge requirements.
2. The SSEAC endorses the concept of an add-on endorsement for teachers already licensed as elementary teachers or content teachers provided that the add-on endorsement is either at the elementary or middle/secondary level.
3. The SSEAC endorses the proposal to move the Masters Level SLP to Pupil Personnel.
4. The SSEAC endorses the proposal to include in the state licensure endorsement, the Speech/Language Assistant (provided that they are supervised by a masters level SLP).
5. The SSEAC endorses the proposal that for the purposes of Provisional Licensure, all state required tests must be passed during the first year of licensure.
6. The SSEAC recommends that wording on the proposed endorsement for “teachers of children with disabilities in an adapted curriculum” change the word “adapted” to the word “aligned” to match state assessment terminology.
7. The SSEAC recommends that a requirement of competence in “orientation and mobility” be added to the VI teacher endorsement.
8. The SSEAC recommends that all general education teacher licensure programs require competency in characteristics, legal issues and instructional strategies for children with disabilities.

**Autism** – Ms. Suzanne Conroy

The committee reviewed previous committee meetings and materials. They shared mailings on autism competencies, priority project work, and autism council. One member shared her desire to track information (number of schools who don't give kids what they need, number of schools who don't serve kids appropriately, etc) and the other committee members agreed this information was subjective and possibly inflammatory. The committee decided against a survey to collect this. The committee is still supporting the personnel committee's work on a certificate for autism.

**Data & Reports** – Ms. Carmen Sanchez

Ms. Sanchez stated that the committee discussed how the State Performance Plan (SPP) indicators will be shared with public. She summarized the indicators and criteria to be reported to OSEP. The committee also asked about the survey that is to go out to parents of children with a disability. The committee recommended that they get a report on data and an analysis of the data for the April 2007 meeting.

**Ms. Carmen Sanchez moved that the State SEAC make the following recommendations to the VDOE: a) that Indicators 15-20 in the SPP be reported to the public; b) that the format of the Oklahoma example be included in the school report card by the LED; and c) that we do not need a larger stakeholder group but instead need a large group of "test drivers" to look at the reports and determine if they are understandable. Suzanne Conroy seconded. The motion carried.**

### ***Public Comment***

- Ms. Emily Dreyfus read a written comment from Katie Kellett regarding IEP issues for son who was placed in a group home.
- Ms. Carmen Sanchez received a comment from a parent in Winchester County praising the school system and the way the school division handled their child's education.
- Jean Felts commented on an alternative to traditional therapy received by daughter with cerebral palsy.
- Cherie Takemoto, Executive Director of PEATC announced that the PEATC office is moving to Falls Church. She complimented DOE on the procedural safeguards document.

### ***Ad Hoc Subcommittees*** (continued)

**Constituency Involvement** – Ms. Ann Fischer was only member of the committee present. The committee has been working to generate a template for a meeting announcement flyer. The committee recommended that Judy Hudgins keep a resource list and that members provide her with the address or name of the contact person for any group that should receive the flyer. The Department of Education will continue to send the flyer out to Special Education Directors, parent resource centers, and SEAC chairs. Another committee recommendation is to discuss a timeframe for notification, i.e., at least two weeks before the meeting. For each meeting, there should be a focus on disseminating the information to other people or groups in the area of the meeting location. Judy Hudgins also requested further feedback on layout and content of the flyer.

### ***Informational Presentations***

#### **Final Federal IDEA Regulations**

Dr. Judy Douglas, Director of the Office of Dispute Resolution and Administrative Services (ODR/AS), and Melissa C. P. Smith, Coordinator of Administrative Services, made a presentation regarding the new federal regulations which implement IDEA '04. The regulations became effective October 13, 2006. The training highlighted those sections of the regulations which have been added or modified since the 1999 federal special education regulations, and outlined the impact of the changes on special education in Virginia. Dr. Douglas and Mrs. Smith noted that ODR/AS staff is providing similar trainings to both parents and school division personnel via seven regional trainings in October and November, and three state-wide trainings

in December. SSEAC members were also provided copies of several technical assistance documents, which were revised to comply with the new federal special education regulations. These documents included the new Procedural Safeguards Document, which was revised in accordance with recommendations from SSEAC members. Copies of the presentation materials and the technical assistance documents are available on the ODR/AS website. Registration information for the three state-wide trainings is available on the [SESS website](#).

### ***State Standards of Learning Assessment Update***

Mrs. Shelley Loving-Ryder, Assistant Superintendent, Assessment and Reporting distributed several handouts. She stated that Virginia, as did all other states, participated in the U. S. Department of Education's standards and assessment peer review process under Title I of the *Elementary and Secondary Education Act of 1965* (ESEA), as amended by the *No Child Left Behind Act of 2001* (NCLB). She summarized letters received from the U. S. Department of Education which presented results of the peer review of the Virginia's standards and assessment system and detailed the additional evidence necessary for Virginia to meet the statutory and regulatory requirement of ESEA.

Dr. Douglas and Melissa C.P. Smith continued their earlier presentation which was followed by discussion and questions.

Ms. Emily Dreyfus referred to the Procedural Safeguards and said that Dr. Douglas mentioned that there is further work needed to clarify the School Discipline section, and that this section of the PSD will be revised to be more reader-friendly after the VA Regulations are completed.

### ***Assistant Superintendent's Report***

Mr. H. Douglas Cox provided a brief update on the status of the consolidation of the two state schools for the Deaf and Blind and the issues involved. He mentioned that VDOE is continuing to work jointly with the Virginia Association of Secondary Principals to provide training workshops. He also mentioned that the Board of Education will have First Review of Proposed Revisions to the Standards of Quality at the October 2006 meeting. Included are caseload requirements for blind and visually impaired students.

Mr. Cox explained that one of the topics addressed by IDEA 2004 is the National Instructional Materials Accessibility Standard (NIMAS), which is designed to streamline access to instructional materials for students who are blind or have other print disabilities. Administrative Superintendent's Memo #40 has been released:

<http://www.doe.virginia.gov/VDOE/suptsmemos/2006/adm040.html>

- National Instructional Materials Accessibility Standard (NIMAS)
- National Instructional Materials Access Center (NIMAC).)  
<http://www.afb.org/Section.asp?SectionID=58&TopicID=255>

***Adjourned***

**Friday, October 20, 2006**

***Committee Members Present***

Susanne Conroy, Mary Ann Discenza, Emily Dreyfus, Sharon Duncan, Stacie Ellis, Anne Fischer, Melodie Henderson, David Martin, Cindy Mills, Jacqueline Nelson, Carmen Sanchez, Tamara Temoney, Michael Wong, Carletta Wilson

### ***Committee Members Absent***

Mike Behrmann, Trevor Greene, Carol Hamilton, Peter Squire, Rick Richardson

### ***Department of Education Staff***

Pat Abrams, Pat Burgess, Doug Cox, Judy Douglas, Judy Hudgins, Marianne Moore, Cathy Pomfrey, Melissa Smith, Anu Upadhyaya

### ***Guests***

Jelisa Wolfe, Annette Sannuti, Cherie Takemoto, Judy Sorrell, Barbara Cornicello, John McNaught, Wyllys VanDerwerker, Rick Sizemore, Erica Lovelace, Rebecca Hill-Shifflett, Scott Hand, Ginny Brennan, Ann Long, Sally Chappel

### **Informational Presentations**

#### ***Local & Regional Secondary Transition Programs Panel*** (Hosted by Marianne Moore)

A panel presentation was made on Friday morning, highlighting some of the Region 5 and state level programs that provide transition services and activities for middle and secondary students.

#### ***Jelisa Wolfe, Special Education Director, Staunton Public Schools***

Dr. Wolfe explained how a VDOE grant opportunity led Staunton City Schools, Augusta County Schools, and Waynesboro City Schools to develop an assessment center. They are now able to provide age appropriate transition assessments to all students. Students with and without disabilities are benefiting from this collaboration.

#### ***Judy Sorrell, Shenandoah Valley Regional Program Director***

Ms. Sorrell explained how a VDOE grant opportunity led her region to meet and develop teams which assessed transition services in the Shenandoah Valley. The six divisions developed expansion plans for local needs and then also developed a plan for the region. The result of this effort is a portfolio and activities for middle and high school students as they develop their personal portfolio. All materials and activities were researched so that they are free and available to everyone statewide. Materials are found on the internet (Augusta County Schools) on CD, and in paper format.

***John McNaught, VDOE TTAC at JMU***, presented information about more VDOE sponsored transition services for students in Region 5. DisCovering College and Movin' On Up are 2 college events. Students, teachers, and parents in Region 5 are given an opportunity to visit the JMU campus, talk to college students who have disabilities and are making the grade in a university setting, and attend a class. Another program John shared is the Jobs In Vocational

Education (JIVE) Program. Secondary students are able to work on campus at various jobs. This is considered a situational assessment and is an age appropriate Transition assessment.

**Wyllis VanDewerker, Special Education Director in Lynchburg City Public Schools**, discussed a new post high school program on the community college campus. Lynchburg has partnered with the Community College and Workforce Development to provide a post high school education program for students who continue to be eligible for FAPE but require a more age appropriate environment than the traditional high school. These students hold dual enrollment with Lynchburg schools and the community college. They are taking classes on the campus and they have an employment focus.

**Rick Sizemore, Deputy Director at WWRC**, explained the center's programs. People come from all over the state to obtain comprehensive assessments and receive training. The majority of the students live on the campus while at WWRC. A major focus of WWRC is to provide transition services for youth. Students are adults and youth. Once they have completed their program they return to the home community and the local DRS counselor, who sponsored the student, assists the student with employment.

**Erica Lovelace, Education Services Manager with DRS**, explained the DRS system. She discussed eligibility requirements and that DRS is employment focused. She also shared that every secondary high school in Virginia has a counselor assigned to that school. These counselors work with teachers, parents and students to assist with transition. Counselors send students to WWRC for assessment, after leaving high school they may attend WWRC for training, and DRS also may assist students with attending college.

### **Constituency Reports**

Name	Report	Comments
Mike Behrmann	Absent	
Susanne Conroy		ORAL
Mary Ann Discenza	None	
Emily Dreyfus	None	
Sharon Duncan	None	
Stacie Ellis		ORAL
Anne Fisher		ORAL
Trevor Greene	Absent	
Carol Hamilton	Absent	
Melodie Henderson	None	
David Martin		ORAL
Cindy Mills		ORAL
Jacqueline Nelson	None	
Rick Richardson	None	
Carmen Sanchez		ORAL
Peter Squire	Absent	
Tamara Temoney	None	
Carletta Wilson	None	
Mike Wong		ORAL

***Review of Public Comment Follow-up***

Members discussed the comments received from Public Comment. Concerns were addressed and how each should be responded to.

The meeting adjourned.