

# Special Education Advisory Panel (SEAP)

## September 18, 2023 Meeting Minutes

### Membership of the Special Education Advisory Panel (SEAP)

Member	Representation	Att'd	Member	Representation	Att'd
Sara Bennett	Parent	A	Angela Mascall	Private School	P
Theresa Boyer	Parent	P	Bryan Maughan	Parent	A
Barbara Broyles	Higher Education- University of Idaho	P	Lisa McElroy	Parent	P
Brian Darcy	Program Administrator State Education	P	Cindy Orr	Idaho Department of Juvenile Corrections	P
Katie Flores	Parent, Chair	P	Sylvia Purcell	Parent	A
Gretchen Fors	Parent		Heather Ramsdell	Higher Education – Idaho State University	P
Malia Hollowell	SPED Teacher	P	Carly Saxe	Self-Advocate	A
Chynna Hirasaki	Idaho Department of Education, Special Education Director	P	Emily Sommer	State Department of Education – McKinney-Vento/Homeless Coordinator	P
Jennifer Johnson	Parent	P	Rachel Vachon	LEA School Psychologist	P
Eric Lichte	Charter School	P	Joey Ward	Idaho Department of Corrections	A
Angela Lindig	Parent & IPUL	A	Kayla Whitehead	Idaho Department of H&W	P
Alison Lowenthal	Vocational Rehabilitation	P	Robin Zikmund	Parent	P
Jill Mathews	State Department of Education – Family and Community Engagement	P			

### Guests

Member	Representation	Att'd	Member	Representation	Att'd
Randi Cole	IDE	A	Israel Silva	IDE	P
Shannon Dunstan	IDE	P	Debi Smith	IDE	P
Alisa Fewkes	IDE	P	Karren Streagle	IDE	P
Kailey Bunch-Woodson	IDE	P	Melissa Knutzen	IDE	P
Lisa Pofelski-Rosa	IDE	P	Kimberli Shaner	IDE	P

IDE = Idaho Department of Education

IPUL = Idaho Parents Unlimited

P = Present

A = Absent

#	Topic	Topic Owner(s)	Discussion	Next Steps
1	<b>Welcome &amp; Call to Order</b>	Katie Flores		
2	Approval of May 8, 2023 Minutes	Katie Flores	<b>Motion: Brian Darcey</b> <b>Second: Barbara Broyles</b> <b>All in favor: Unanimous</b>	
3	“Getting to Know You” Icebreaker activity	Karren Streagle	SEAP members explained why they joined, identified strengths, and rated what is most important. Welcomed new SEAP members to the group. Note: Valerie Player is here today subbing for Gretchen Fors.	
4	May Meeting Follow-Up	Chynna Hirasaki, Kimberli Shaner	Reviewed the tri-fold Dispute Resolution brochure and provided feedback. Suggested adding a QR Code to the brochure. Also had some questions about the brochure's accessibility and distribution. Will the brochure be printed? Who will have access to it? How will it reach parents? Additionally, the SDE is working on updating the SDE website with translations of the Procedural Safeguards. During a recent discussion, Becca, a special guest from the Idaho Statesman, shared details about her ongoing project that focuses on reporting on the conditions of schools and the issues that students and staff face. As part of this project, a QR code has been provided in the handout to report any instances of poor school conditions. Additionally,	SDE will consider input on the DR trifold and bring back changes to the next SEAP meeting.

			she talked about procedural safeguards that are in place to ensure the safety and well-being of students and staff.	
5	<b>Morning Break</b>			
6	Review of OSEP DMS 2.0- Introduction Video & Onsite Schedule	Debi Smith	<p>The SDE website has been updated with new link buttons for parents, IPUL, SESTA, and other resources, as well as an Events Calendar and Parent &amp; Family Resources. SEAP is encourage you to explore the SDE website and provide feedback. A list of school principals' contact info was requested. It can be found here: <a href="#">Educational Directory / SDE (idaho.gov)</a></p> <p>The SDE shared information around the DMS 2.0 schedule and a video that provides a summary of the SDE's Support and General Supervision model</p>	SDE will provide a debrief to the SEAP panel at the next SEAP meeting.
7	Parent Involvement Survey Questions Feedback	Chynna Hirasaki Alisa Fewkes	SEAP members engaged in an activity looking at survey questions of interest, and disinterest.	Continue discussing at next SEAP meeting.
8	<b>Working Lunch</b> /Legislative Updates & Feedback	Chynna Hirasaki Meghan Wonderlich	<p>H281 Restraint &amp; Seclusion Requirements \$560,000 in funds distributed to LEA's to train teachers</p> <p>S1125 Open Enrollment LEA's policies for in-district and out-of-district enrollment policies Expect that this bill may go back through legislation to be clarified</p> <p>H731 Dyslexia</p>	

			<p>Karyn Kilpatrick-Snell is the new state ELA/Dyslexia Coordinator K-5</p> <p>Approved courses to meet 1 credit renewal requirement. Districts are putting together their own courses to be approved.</p>	
9	Funding Modernization, High Cost Fund, & Grant Advisement	Chynna Hirasaki Lisa Pofelski-Rosa	<p>Superintendent Debbie Critchfield is looking to update the funding formula for K-12 education budget. Currently, special education (SPED) receives around 26% of its funding from the IDEA/Federal government, while state funding covers only 13-18% of the costs. In order to provide adequate funding for SPED, the State Department of Education (SDE) is exploring the possibility of creating a High Cost Fund, either through a separate line item from the State or through a grant from the IDEA/Federal government. A survey will be shared with SEAP to gather feedback on their interest in this matter.</p>	Provided survey. SDE will review and analyze responses.
10	<b>Afternoon Break</b>			
11	SEAP Recruitment Feedback	Chynna Hirasaki Katie Flores	<p>51% of the members must be parents. Furthermore, these parents must have a child with a disability who is 26 years old or younger. When considering new membership, we need to ensure that it aligns with our by-laws and evaluate what representation we may be missing. We</p>	SDE to update SEAP application before next meeting.

			<p>should also consider advertising through multiple channels such as early-childhood centers, social media, and various websites. Each of us can help recruit new members from within our own circles. We can also update the application process by making it electronic and providing a QR code for a quick and easy application. Lastly, we can create a video featuring SEAP members sharing their reasons for joining the organization. Our target date for the completion of applications and selection of new members is February, with a transition meeting for new members in May.</p>	
12	Mini Groups for future SEAP meetings	Karren Streagle	SEAP Members broke into small groups: Funding, Monitoring & Support, Outcomes, Transitions to discuss topics and interests in each group for future meetings	Ensure that absent SEAP members receive the survey to choose a mini-group before next SEAP meeting.
13	Survey Completion	Chynna Hirasaki	The members of SEAP took a survey to measure their level of satisfaction with today's meeting. The results of the survey will be used to improve future meetings.	SDE will review responses and use information to inform the next SEAP meeting.
14	<p><b>Meeting Adjourned</b></p> <ul style="list-style-type: none"> <li>• <b><u>Future Meeting Dates:</u></b></li> <li>• <b>Monday, November 13, 2024, 9:00-3:00 pm</b></li> <li>• <b>Monday, February 12, 2024, TBD</b></li> <li>• <b>Monday, May 20, 2024, TBD</b></li> </ul>		<p><b>Motion to adjourn was made.</b></p> <p><b>All in Favor: Unanimous</b></p>	

*Action Items From Previous Meetings*

Follow-Up Items	Date Opened	Owner	Due Date	Complete/Comments	Status