



Special Education Advisory Panel (SEAP)

September 9, 2024 Meeting Minutes

Membership of the Special Education Advisory Panel (SEAP)

Member	Representation	Att'd	Member	Representation	Att'd
Valerie Aker- Player	Parent	P	Bethany McDonald	Idaho Department of H&W	P
Theresa Boyer	Parent	P	Lisa McElroy	Parent	A
Barbara Broyles	Higher Education- University of Idaho	P	Cindy Orr	Idaho Department of Juvenile Corrections	P
Janeth Calderon	Parent	P	Kelley Phipps	Parent	P
Nycole Crowe	Parent	P	Heather Ramsdell	Higher Education – Idaho State University	P
Brian Darcy	Program Administrator State Education	A	Whitney Schexnider	McKinney-Vento Administration, Parent	P
Jeremy Ford	Parent, Individual with Disabilities, Higher Education - BSU	P	Caleb Tibbetts	Vocational Rehabilitation	A
Malia Hollowell	SPED Teacher	P	Rachel Vachon	LEA School Psychologist	A
Chynna Hirasaki	Idaho Department of Education, Special Education Director	P	Melissa Vian	Parent & IPUL	P
Jennifer Johnson	Parent	P	Kristina Wagoner	Parent, School Psychologist	A
Emily Kessler	State Department of Education – McKinney-Vento/Homeless Coordinator	P	Joey Ward	Idaho Department of Corrections	P
Angela Mascall	Private School	P	Julie Wittman	Parent	P
Jill Mathews	State Department of Education – Family and Community Engagement	A	Carla Zimmermann	Parent, Individual with Disabilities, SPED Teacher	P

Guests

Member	Representation	Att'd	Member	Representation	Att'd
Randi Cole	IDE	P	Lexie Pease	IDE	P
Elizabeth Congdon	IDE	P	Lisa Pofelski-Rosa	IDE	P
Shannon Dunstan	IDE	P	Maddie Rice	IDE	P
Alisa Fewkes	IDE	P	Kimberli Shaner	IDE	P
Kate Hill	IDE	P	Debi Smith	IDE	P
Chynna Hirasaki	IDE	P	Karren Streagle	IDE	A

IDE = Idaho Department of Education

IPUL = Idaho Parents Unlimited

P = Present

A = Absent



#	Topic	Topic Owner(s)	Discussion	Next Steps
1	SEAP Leadership (Pres/VP/Secretary) Training	John Copenhaver, Chynna Hirasaki		
2	Full SEAP Committee arrives	Everyone		
3	Call to Order & Approval of May 20, 2024 Minutes	Malia Hollowell	<ul style="list-style-type: none"> • Motion: Joey Ward • Second: Angela Mascall • All in Favor: Motion carries 	
4	Welcome and Introductions	Chynna Hirasaki	<i>SEAP members & IDE Team introductions; Superintendent Debbie Critchfield</i>	
5	SEAP Committee Training	John Copenhaver	<p><i>TAESE (Tech. Assist. For Excellence in Special Educ.)</i> <i>Provided a general orientation to SEAP members.</i> <i>"Keep the main thing, the main thing." Key highlights included:</i></p> <ul style="list-style-type: none"> • <i>IDEA Regulations regarding SEAP</i> • <i>SEAP within the context of disability rights law</i> • <i>Relationships between Part C (Infant/Toddlers) of IDEA, Section 619 (3-5 year olds), & Part B (School age children) of IDEA</i> • <i>Req. Membership of SEAP (In by-laws)- 51% has to be parents with children with disabilities and/or individuals with disabilities</i> • <i>OSEP Related Items including General Supervision, SPP/APR and DMS</i> 	Review input and suggestions from Mr. Copenhaver regarding understanding and implementation of SEAP by-laws.
6	Morning Break			
7	SEAP Committee Training continued	John Copenhaver	<ul style="list-style-type: none"> • <i>Duties of Spec. Ed. Director as a non-voting member</i> • <i>Duties of the Panel include reaching out to constituents being represented and informing, advising on unmet needs of children with disabilities</i> • <i>Setting annual Panel Priorities</i> • <i>Panel Mtg. Procedures and Idaho's by laws</i> 	
8	Working Lunch – May Meeting Follow-Up, SEAP Priorities, Parent Involvement Survey Update	Chynna Hirasaki, Kate Hill, Alisa Fewkes	<ol style="list-style-type: none"> 1. Advise and assist the Department with supporting the least restrictive environment for Indicator 6 – Preschool Environments for children aged 3-5. (ongoing priority) (This falls under duty i.) 2. Advise and support the Department with increasing awareness and participation and engagement of LEAs and parents in Indicator 17 – State Systemic Improvement Plan 	<p>The Department will look at the following next steps for Indicator 8:</p> <ul style="list-style-type: none"> • Increasing opportunities to access the survey (text, more languages). • Timeline: compiled by the first of February. • Verifying data and analyzing results to



			<p>(SSIP). (SMART 2.0 project; on-going priority) (This falls under duty i.)</p> <ol style="list-style-type: none"> 3. Advise and support the Department with increasing parental access and awareness for Indicator 8. (Parent Involvement Survey; on-going priority) (This falls under duty iii.) 4. Advise and support the Department in the recruitment and retention of Special Education specialists. (This falls under duty x.) 5. Advise and support the Department in advocating for the need for a High-Cost Fund as an additional funding source available to LEAs to support students with special needs. (This falls under duty v.) 	<p>create federal and district level reports.</p>
9	Transition to Mini-Groups	Chynna Hirasaki	<i>Broke into mini-groups</i>	
10	Mini-group work: Outcomes, Transitions, Funding, Support & Monitoring	Mini Group Leads		
11	Mini-group Whole Group Share Out	Chynna Hirasaki	<p>Funding Group: Discussed how IDEA allocations are calculated for each LEA. Discussed the need for a High-Cost fund and considerations for eligibility for use of the fund by LEAs.</p> <p>Support & Monitoring: Discussed DMS 2.0 Monitoring last year and changes that have been implemented with Idaho's GSFR process thus far, including preparation for the removal of the state exception rule around Indicator 11 Child Find.</p> <p>Transitions: Developed a brochure and discussed the content within it. Included language specifically around transition from Part C and Part B services.</p> <p>Outcomes: Discussed what outcomes to look at this year. Graduation, post-school outcomes, and early childhood outcomes were of interest to the group.</p>	
12	Afternoon Break			

13	Department Updates: SLD, 24-25 Idaho Special Education Manual Review process, e-IEP RFP	Chynna Hirasaki	<p><u>SLD Eligibility Criteria:</u></p> <ul style="list-style-type: none"> • <i>Approved by Office of the State Board 8/21/24, but still needs to go through Idaho Legislature before the change can be permanent rule.</i> • <i>A comprehensive list of students who did not qualify during 23-24, DNQ was given (in July) to LEAs, to assist with the review process for students who may be in need of a re-evaluation under the new criteria.</i> • <i>SESTA is providing in person training across the state on the SLD criteria; however, , there are online resources on their website to review for anyone that can't attend the in person training.</i> • <i>Mini-grants were given to LEAs to assist with professional development needed to support training staff in each LEA.</i> <p><u>24-25 ID Spec. Educ. Manual Review Process:</u></p> <ul style="list-style-type: none"> • <i>Comprehensive review of the entire manual this year.</i> • <i>Opportunities for field experts to offer input on specific chapters, prior to going to the Department Committee for consideration.</i> • <i>Goal is to provide OSBE with the new manual in July of 2025 for approval by them in August of 2025.</i> <p><u>e-IEP RFP (Request for Proposal):</u></p> <ul style="list-style-type: none"> • <i>System that LEAs use to do special education paperwork. Currently the contract for this is with EdPlan.</i> • <i>This system is optional for LEAs to use. The department pays for LEAs that choose to join. For LEAs that do not join, they may choose their own system. All LEAs are required to have an electronic system for special education paperwork.</i> • <i>The RFP process will involve two groups : one group to write the RFP and one group to evaluate the proposals based on a rubric.</i> • <i>RFP group members are asked to consider representation from additional educational partners into this process including: parents, teachers, administrators, etc.</i> 	
14	Grant Update: RSA, Pyramid, SMART 2.0	Randi Cole, Shannon Dunstan, Lexie Pease	<p><u>RSA Pathways to Partnerships:</u></p> <ul style="list-style-type: none"> • <i>Pathways to Partnerships (RSA Grant):</i> • <i>Finalizing year one- Recap on applying for the grant. Hiring staff, connecting partners and working with districts.</i> • <i>Partnership agreements and planning. Required to have advisory committee- we have</i> 	Provide information about the Pathways to Partnerships Conference previously named the Transition Institute.

			<p>three but are only required to have one.</p> <ul style="list-style-type: none"> • ICIE Staff review- director, associate director, 3 regional transition coordinators, instructional designer, and evaluation and dissemination coordinator. • ICIE Center Goals to support students and their families. To supplement other support personnel by providing the right resources to them so students can be competitively employed when they graduate. • Additional partners: Centers for independent living, IPUL, Idaho VR, school districts and charters: <ul style="list-style-type: none"> • Lapwai • Caldwell • Boise • Sugar-Salem • Elevate Academy East • Inspire Connections Academy <p><u>Id. Pyramid Collaborative:</u></p> <ul style="list-style-type: none"> • <i>Update on who is participating: school districts, head start, Childcare programs and more.</i> • <i>Leadership development Roadmap(3 year professional Dev.)</i> • <i>Question: the 3 years does it build each year? It's self paced, and they build each year. If there are new teachers, they would start in year 1.</i> • <i>Question: who is the home visiting group? They are changing their name, they just received money to add 2 additional groups.</i> <p><u>SMART 2.0:</u></p> <ul style="list-style-type: none"> • <i>Striving to Meet Achievement in Reading Together 2.0</i> • <i>Formally Cultivating readers, K-3, 4 year project.</i> • <i>Merged 2 department literacy initiatives to 1. Currently in the implementation stage. Serving both project participant via in-district visits, book study, coaching, on-site</i> 	
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			training, technical assistance, and MTSS administrator check ins. <ul style="list-style-type: none"> • Pivotal Moments- • Smart coach alignment collaborative. 2 days in person. Reviewed the project and new data collection components • Fall Symposium: merging the teams. 4 in person locations 	
15	Satisfaction Survey	Chynna Hirasaki		Share results of the survey at the next SEAP meeting.
16	Meeting Adjourned <ul style="list-style-type: none"> • Future Meeting Dates: <i>Monday, November 4, 2024, SDE</i> 		<ul style="list-style-type: none"> • Motion: Jennifer Johnson • Second: Nycole Crow • All in Favor: Motion Carries 	

Action Items from Previous Meetings

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