Continuing Advisory Committee
CAC

Meeting Location Hilton Austin Airport
Date and Time October 29, 2008
9 am – 4 pm

CAC Attendees	Sharon Brown, Mel Capelo, Debra Emerson, Kathy Grant, Sherri Hammack, Candy Hawks, Marjie Haynes, Terry Hernandez, Laura Stough, Drusilla Knight-Villarreal, Shewanda William, Pam Wilson
CAC Absentees	Priscilla S. King, Mary Helen Haynes, Rose Cruz
Texas Education Agency Resources	Kathy Clayton, Richard Poe, Barbara Kaatz, Carmen Noe, Dottie Goodman, Cindy Swain
Facilitator	Margie Sanford

Agenda Item	Minutes
Welcome and Introductions	Participants introduced themselves and shared what is most important about school discipline based on their role.
Meeting Purpose and Result	**Purpose** • Update committee members regarding statewide activities and initiatives in the area of special education • Update committee members on IDEA Coordination Activities • Provide committee members the opportunity to internalize, make connections, and ask questions about the topics presented by TEA **Result** • Committee understanding of statewide activities and initiatives in the area of special education • Committee understanding of on-going IDEA Coordination Activities • Committee members will share their thoughts with each other and TEA regarding topics presented during the meeting
CAC Minutes	Minutes were reviewed by committee members. A motion was made to accept the minutes without changes for the July 29, 2008, CAC Meeting by Sherri Hammack. The motion was seconded by Kathy Grant and minutes were approved by all members present.

Approved: April 1, 2009

Election of Chair and Two Vice Chairs	The election of chairs proceeded through the standard process. Sherri Hammack was elected Chair with Mel Capelo and Candy Hawks elected Vice Chairs.
State of the State	Kathy Clayton presented the State of the State by sharing the following information: • Discipline Summit was very productive. The diverse perspectives of participants facilitated rich feedback and will become a model for future meetings. • At NASDE (National Association of State Directors of Special Education) Meeting discussions were held on the reauthorization of IDEA, Federal Funding, Unified Systems with General Education and Special Education Aligning, and Professional development for teachers. • RtI State Guidance is available on the Curriculum website • AYP ratings have negatively impacted several districts. This is a growth opportunity to refocus and review procedures and training. • PBMS (Program Based Monitoring System) structure was discussed. PMI (Program Monitoring Intervention Division) would be available to give the committee a more in depth overview of the process. The Policy Team is continuing to establish clear definitions within the guidance document regarding Indicator 15.
Overview of the Discipline Summit	The major goal of the Discipline Summit was to get local perspective. The following gaps were identified: • Discipline and Behavior not measured in a useful way that is usable for districts • No Discipline or Behavior TEKS • Collaboration with all police • Training and technical assistance • Coordination between all programs • Coordination of the resources (knowing what is available The following solutions were identified: • Create Behavior Academies like Reading Academies • Coaching Model- Ongoing teaching assistance • Teacher Ready Materials (User Friendly) • Training on how to use data at the local level • Maintaining positive parent relationships

Reaction to State of the State on Discipline	Mel Capelo and Sharon Brown, CAC members, attended the Discipline Summit and shared their perspective.
Update on: Complaint Investigations / Due Process Hearing Decisions	Cindy Swain, Manager of the Complaints Team in IDEA Coordination, reviewed the number of complaints and due process hearings that were filed using the handout provided listing the complaints and due process hearings filed with TEA from July 1, 2007, through June 30, 2008.
CAC Dialogue Time	Time was allocated for CAC members to make connections, internalize information, ask questions, and respond to items that the Agency presented.
Closing Activities	The CAC membership selected the following dates and topics to be covered during the next four CAC Meetings: February 26, 2009 – Via Texas Education Telecommunications Network (TETN)- Overview of the Preliminary State Performance Plan (SPP) / Annual Performance Report (APR) April 1, 2009- Discipline Follow-up / RtI / PBMAS July 22, 2009- Disproportionate Representation October 7, 2009- Topics to be determined

Approved: April 1, 2009