

**Texas Special Education Continuing Advisory Committee Meeting
August 14-15, 2012**

Meeting Location Wells Fargo Bank Building Tower

Date and Time August 14-15, 2012 | 9:00 am – 4:00 pm

Minutes

CAC Attendees Rose Cruz, Debra Emerson, Julia Erwin, Melissa Columbus Keller, Jennifer Taylor, Mel Capelo, Nagla Moussa, Heather Shults, Myeshi Williams-Briley, Erin Wilder, Vickie Mitchell, Debbie Unruh, Paul Watson

CAC Absentees Gwyn Boyter, Diane Taylor (resigned from CAC), Geralda Morales-Whittemore, Susan Johnson

Texas Education Agency Resources Gene Lenz, Cindy Swain, Terrie Breeden, Margaret Baker, Heather Reisman, Tammy Pearcy, Michelle Rosales

Facilitator Margie Sanford

Agenda Item	Minutes – August 14, 2012
Welcome and Introductions	Participants were welcomed by Margie Sanford. Introductions were made and the agenda for the meeting was reviewed. Minutes from the February 14, 2012 meeting and May 15, 2012 TETN meeting were read and motioned for approval by Debbie Unruh and seconded by Julia Erwin.
Meeting Purpose and Result	<p>Purpose</p> <ul style="list-style-type: none"> • Update committee members regarding statewide activities and initiatives in the area of special education. • Update committee members on the Division of Federal and State Education Policy activities. • Provide committee members the opportunity to internalize, make connections, and ask questions about the topics presented by TEA. <p>Result</p> <ul style="list-style-type: none"> • Committee understanding of statewide activities and initiatives in the area of special education. • Committee understanding of on-going Division of Federal and State Education Policy activities. • Committee members will share their thoughts with each other and TEA regarding topics presented during the meeting.
CAC Orientation Training (Terrie Breeden, Cindy Swain, Margaret Baker)	Members were provided an overview and training related to the roles and responsibilities of CAC members. Topics discussed were: <ul style="list-style-type: none"> • Advisory Panel Functions/ Membership • Advise / Advocate • Representing a Stakeholder Group • Consensus Building • Bylaws

	<ul style="list-style-type: none"> • Setting Priorities
Complaints Investigations (Cindy Swain)	Cindy Swain provided the committee with an overview of the complaints investigation process and how complaints are filed and resolved. The committee discussed the Dispute Resolution Handbook. Cindy provided the website link for the handbook and offered to provide a hard copy for anyone who requested it.
State of the State (Gene Lenz)	<p>Gene Lenz provided an overview of the Office of Special Education Programs (OSEP) letters and members discussed LEA determinations. Gene Lenz also provided the members an overview and current status of activities and actions related to special education, including the following:</p> <ul style="list-style-type: none"> • OSEP report on the verification visit dated January 31, 2012 • OSEP letter related to the state's determination dated June 28, 2012 • Determinations- Texas is in Needs Intervention status. Explanation of how Texas received this determination level was discussed. It was based on Indicators 4b and 17. • Determinations methodology was reviewed. • Financial audit data (FIRST) was not used this year because of timelines. <p>During the ensuing discussion Paul Watson and others stated that the LEA Determinations need to be posted publicly and there was consensus that this was the official position of the CAC. Gene agreed to send the link to OSEP results driven accountability system. TEA will continue to consider the implications of publicly posting information that is not required by OSEP. This will be on the agenda again on October 17, 2012.</p>
Due Process Hearings (Heather Reisman)	Heather Reisman presented an update of recent due process hearing decisions. A Due Process Hearing Decisions Summary document was provided to the members prior to the meeting. Heather provided additional details regarding the individual decisions. She also updated the committee on recent federal court decisions and agreed to provide committee members with copies of those decisions. Heather also presented updates on the issue of lay advocacy representation at due process hearings and on an upcoming rulemaking package.
Systemic Issues of Noncompliance (Cindy Swain)	Cindy Swain presented the statewide issues of noncompliance handout and asked members to review it prior to discussion for the second day of the meeting.
Agenda Item	Minutes – August 15, 2012
Opening (Margie Sanford)	Committee members were welcomed back and an overview of the day's activities was provided.
Systemic Issues of Noncompliance (Cindy Swain)	Cindy Swain reviewed the statewide issues of noncompliance calculated from substantiated complaints investigations, data collection, adverse due process hearing decisions, and monitoring findings. She provided background information of systemic issues. CAC members discussed each issue and made suggestions based on personal reflection and discussion. Cindy Swain will compile feedback and

	provide a draft for review. Some comments indicated that the committee members would like more time to discuss the systemic issues at a later time.
Funding (Cory Green)	Cory Green presented a letter from OSEP dated June 6, 2012, and discussed IDEA/ maintenance of effort (MOE). He explained sequestration and the possible implications for school districts over the next two years. Members discussed issues that they anticipate due to reduced special education funding.
Monitoring (Rachel Harrington/ Judy Struve)	Rachel Harrington reviewed the special education section of the 2011 Performance-Based Monitoring Analysis System (PBMAS) state report. Judy Struve reviewed Performance Based Monitoring (PBM) interventions activities and staging. A CAC member requested information on the number of students served in special education who are in Career and Technical Education (CTE) work co-ops and the number of students served in special education who are in CTE by disability category.
State of Texas Assessment of Academic Readiness (STAAR) (Cari Wieland)	Cari Wieland reviewed the timelines for results for the 2011-2012 school year. She agreed to come back to report when the results are released based on standards – probably in February. Committee members had a discussion regarding how to make sure parents clearly understood decisions regarding the tests students take and implications for their graduation. Cari explained the form the admission, review, and dismissal committee (ARDC) must fill out and sign, and CAC suggested there be a space for the parent to sign acknowledgement.
Dialogue Time	<ul style="list-style-type: none"> • OSEP Letter-Least Restrictive Environment (LRE)Transition • Bylaws- Reviewed and discussed – committee expressed concern that members may not be attending as required. TEA assured the committee that absentees were documented appropriately. Bylaws require that members advise the chair of anticipated absences from meetings. TEA requests RSVP for attendance. The members were in consensus that RSVPs should be sent to TEA and copied to the chair so that all absences may be appropriately documented. • Elections for October action.
Reflections/Planning for next year	The members discussed the following topics: <ul style="list-style-type: none"> • Recap Determinations and the fact that they would like LEAs to post their Determination Status and that TEA should include that information on the website. • Bylaws. • Elections. • Minimum graduation requirements communicated to parents – follow-up with assessment in February on training forms and IEP requirements. • Need to have discussion about who and how discussions are scribed and who will be the custodian of these records.
Closing	The meeting was adjourned at 3:30 pm.