

# *State Special Education Advisory Committee*

## *Agenda (rev. 9/20/2012)*

***September 26 - 28, 2012***

Persons needing special accommodations, including sign language interpreting, should contact Dr. Suzanne Creasey by September 19, 2012 at [Suzanne.Creasey@doe.virginia.gov](mailto:Suzanne.Creasey@doe.virginia.gov) or by phone at 804-225-2923, text users dial 711 (Relay). This agenda and other information are available at: [http://www.doe.virginia.gov/boe/committees\\_advisory/special\\_ed/meetings/index.shtml](http://www.doe.virginia.gov/boe/committees_advisory/special_ed/meetings/index.shtml).

**In case of inclement weather, call 804-225-2923, after 2:00 PM on the previous day, for information on cancellation.**

### ***Location:***

Holiday Inn Richmond Airport  
445 International Center Drive  
Sandston, Virginia 23150  
1-804-236-1111

### ***Wednesday, September 26, 2012***

4:00 p.m.

#### **Meeting of the Executive Committee**

- Develop draft annual report for consideration by the full committee

### ***Thursday, September 27, 2012***

8:30 a.m.

#### **Continental Breakfast**

9:00 a.m.

#### **Call to Order, Welcome, and Introductions**

- *Ms. Jackie Fagan, Committee Chair*

9:10–9:45 a.m.

#### **Business Session**

- 1) Approval of Minutes
- 2) Approval of Agenda
- 3) Report Follow-up to Public Comment from Previous Meeting
- 4) Discussion about ad hoc subcommittees and assignments
  - The executive committee suggested keeping constituency involvement and personnel. It suggested eliminating RtI and replacing with a subcommittee on Special Issues with topics to be determined by the SSEAC.
- 5) Approve changes to bylaws related to missed meetings
  - *Ms. Pat Haymes, Coordinator*  
*Office of Dispute Resolution and Administrative Services*

# *State Special Education Advisory Committee*

*Agenda (rev. 9/20/2012)*

*September 26 - 28, 2012*

- 9:45–10:00 a.m.      **Assistant Superintendent’s Report**
- *Dr. Suzanne Creasey for  
Mr. John Eisenberg, Assistant Superintendent  
Division of Special Education and Student Services  
Virginia Department of Education*
- 10:00–11:00 a.m.      **Virginia Alternate Assessment Program Revisions (VAAP)**
- *Dr. Sharon Siler, Team Lead  
Alternate Assessment  
Virginia Department of Education*
  - *Mrs. Deborah Johnson, Specialist  
Special Education Instructional Services  
Virginia Department of Education*
- 11:00–11:15 a.m.      **Break**
- 11:15–Noon              **Role of State Special Education Advisory Cs**
- *Dr. Suzanne Creasey, Specialist  
Office of Dispute Resolution and Administrative Services  
Virginia Department of Education*
- Noon–12:45 p.m.      **Working Lunch**
- New members will meet with Suzanne Creasey over lunch for new member orientation.
- 1:00–1:30 p.m.        **Public Comment** - Refer to SSEAC Public Comment Guidelines
- 1:30–1:45 p.m.        **Presentation of Draft Annual Report**
- *Ms. Jackie Fagan, Committee Chair*
- 1:45–2:15 p.m.        **Facilitated Small Group Discussion on Annual Report**
- 2:15–2:45 p.m.        **Reports/Recommendations from Small Group Facilitated Discussion**
- 2:45–3:00 p.m.        **Break**
- 3:45–4:30 p.m.        **Constituency Reports**
- 4:00 p.m.                **Adjourn**

*Dinner on Your Own*

***State Special Education Advisory Committee***  
***Agenda (rev. 9/20/2012)***  
***September 26 - 28, 2012***

***Friday, September 28, 2012***

- 8:30 a.m.                    **Continental Breakfast**
- 9:00 a.m.                    **Call to Order and Review of the Agenda**
- *Ms. Jackie Fagan, Committee Chair*
- 9:10–10:10 a.m.           **Finalize Annual Report**
- 10:10–11:00 a.m.        **Ad Hoc Subcommittee Meetings**
- Personnel – *Johnelle Tolbert*  
*Special Education Human Resource Development*  
*Teacher Education*  
*Virginia Department of Education*
  - Constituency Involvement – *Suzanne Creasey*
  - Special Issues (topic to be determined) - *TBD*
- 11:00–11:15 a.m.        **Ad Hoc Subcommittees' Reports**
- 11:15–11:30 a.m.        **Public Comment Review**
- 11:30–11:45 a.m.        **Future Meeting Agenda Discussion**
- Proposed follow up or other presentations desired at future meetings
- 11:45 a.m.                    **Adjourn**
- 11:45–Noon                **Executive Subcommittee Meeting**
- Discuss future agenda items

# *State Special Education Advisory Committee*

*Agenda* (rev. 9/20/2012)

*September 26 - 28, 2012*

## *State Special Education Advisory Committee Guidelines for Public Comment*

(adopted April 27, 2006, revised July 13, 2006)

The State Special Education Advisory Committee (SSEAC) welcomes public comment at each of its regular meetings. **SSEAC members use comments from the public and other information sources to advise the Virginia Board of Education and the Virginia Department of Education of the unmet educational needs of children with disabilities in the state.** Among the other information sources used by the SSEAC to identify issues and solutions are the state performance plan, annual reports, and local school division reports. These reports are available on the Virginia Department of Education's Web site <http://www.doe.virginia.gov/>.

1. The total time allotted to public comment will generally be thirty (30) minutes. Each public comment is limited to 3 minutes.
2. Those wishing to speak should contact Mrs. Michele Orr by phone at 804-786-0790, text users dial 711 (Relay) or by E-mail at [Michele.Orr@doe.virginia.gov](mailto:Michele.Orr@doe.virginia.gov) to be scheduled to speak. Speakers should request special accommodations, if needed.
3. Public comment can be provided in person or may be forwarded to a SSEAC member to read at the meeting. Written copies of comments are helpful. A single copy may be handed to the secretary and if desired, multiple copies (25 for members and staff) may be distributed at the meeting.
4. The SSEAC does not respond directly to public comment at the meeting, except to ask clarifying questions.
5. The topics of public comment are included in the SSEAC's meeting minutes. Public comment will become part of the public record and accessible to anyone wishing to review the minutes of the SSEAC meetings. Speakers should withhold information they do not wish to make public.
6. Virginia Department of Education staff members serve as consultants to the SSEAC. If the public comment involves student- or school-specific information, staff will contact the speaker to determine appropriate follow-up.

More information on the SSEAC is available from the Virginia Department of Education, Special Education and Student Services Office by phone at 804-225-2923. text users dial 711 (Relay). Information is also available on the web-site at:

[http://www.doe.virginia.gov/boe/committees\\_advisory/special\\_ed/index.shtml](http://www.doe.virginia.gov/boe/committees_advisory/special_ed/index.shtml).