

SPECIAL EDUCATION ADVISORY COUNCIL

Minutes – August 10, 2012

9:00 a.m. – 12:00 p.m.

PRESENT: Bob Campbell, Debbie Cheeseman, Annette Cooper, Phyllis DeKok, Gabriele Finn, Martha Guinan, Tami Ho, Barbara Ioli, Deborah Kobayakawa, Eleanor MacDonald, Rachel Matsunobu, Dale Matsuura, Barbara Pretty, Susan Rocco, Melissa Rosen, Tricia Sheehey, Ivalee Sinclair, Michelle Suzuki (for Stacey Oshio), Mike Tamanaha, Jan Tateishi, Cari White

EXCUSED: Brendelyn Ancheta

ABSENT: Cassandra Bennett, Jyo Bridgewater, Mona Izumoto, Bernadette Lane, Shanelle Lum, Kau’i Rezendes, Dr. Dan Ulrich

GUESTS: Steven Vannatta

TOPIC	DISCUSSION	ACTION
Call to Order	Ivalee Sinclair called the meeting to order at 9:10 a.m.	
Input on the Department’s ESEA Flex Waiver Application	Members offered a number of comments and recommendations on sections of the draft waiver application that directly impact students with disabilities. Consensus was reached that SEAC’s input be forwarded to the Office of Strategic Reform by the August 17 th deadline. Bob Campbell also reminded members of the options to submit individual questions and comments via the Department’s website (http://www.doe.k12.hi.us/nclb/flexibility/index.htm) and letters of support directly to the Superintendent.	Susan Rocco and Ivalee will incorporate all input into a draft grid to email to members for final comments. Susan will submit the final draft to the Office of Strategic Reform by August 17 th (see attached).
Review of May 9, 2012 minutes	Members made several corrections to the minutes: Lea Matsunobu’s first name was misspelled (GUESTS and Welcome of New Members , and the acronym of the Health Insurance Portability and Accountability Act (HIPAA) was incorrectly written as HIPPA (Input from the Public).	The minutes for May were approved as corrected.
Appointment of Members	Ivalee reported that the Superintendent has expressed her wish to be more involved in the appointment of members to the Council and requested more information on how members are recruited and vetted. She would also like to promote opportunities for active participation on SEAC through the Department and post information on the DOE website as part of the new Strategic Plan’s robust internal and external communication system. Consequently, SEAC’s May 2012 recommendations regarding appointments for Tom Smith and Zaidere DeMello are temporarily on hold. Bob Campbell offered to take information about current representation on the Council and our procedures for advertising vacancies and reviewing applications to the Superintendent in order to get clarity on future appointment procedures.	Susan, Jan Tateishi and Ivalee will document recruitment efforts and the application review process and submit to Bob by August 15 th . He will relay the Superintendent’s feedback at the September meeting.

Appointment of Members (cont.)	Several members asked if current members would have to reapply for their appointment, and Ivalee said it would not be necessary. It is also not necessary at this time to revise the by-laws.	
Superintendent's Response to the Annual Report	Ivalee reported that SEAC had received a letter from the Superintendent in response to the SY11-12 Annual Report. She did not respond to the recommendations but indicated that she is forwarding them to OCISS for review. The Superintendent also pointed out that the functions of SEAC as listed in the report are not identical to the latest 2004 IDEA Amendments. Susan and Ivalee reminded members that when the by-laws were last revised in May 2008, members chose to retain two functions from IDEA 1997 which had to do with advising on the needs of adult students with disabilities who are incarcerated and monitoring the activities of consent decrees or court orders.	
Response to SEAC's Letter re: ESY Services	Ivalee reported that Bob checked into the Department's handling of SEAC's May 2012 letter to the Superintendent regarding the need for clear guidelines on determining eligibility for Extended School Year services. As yet, no one has been assigned the responsibility for providing SEAC with a response.	
Chapter 60 Guidelines and Training	The guidelines have still not been released to the field, and there is no information regarding when training will be provided.	
Meeting with WestEd Consultants	Ivalee reported that several of the WestEd consultants have agreed to meet with SEAC at the September meeting to go over their final recommendations to the Department. They will offer their perception of what SEAC's role would optimally be. Several members pointed out that WestEd has no authority to say how the Department will act on their recommendations, but SEAC can write to the Superintendent for more clarity, if needed.	
Announcements	Jan reminded members of SPIN's temporary office move to the Community Children's Council Office the week of September 4 th . Should repairs to SPIN's office building be extended beyond that week, Debbie Farmer has offered a meeting room at the OCISS Annex for the September meeting.	Susan and Jan will notify members by September 10 th of the location for the SEAC meeting on the 14 th .