

**Utah Special Education Advisory Panel
Minutes
September 19, 2013**

Present: Tyler Jolley, Neesha Killpack, Rebecca Turley, Eric Stoker, Sundie Goulding, Judy Hall, Margret Crockett, Rachel Anderson, Janell Locke, Bryan Taylor, Dawn Armstrong, Leslie Buchanan, Rebecca Broucher, Karen Cleveland, Rebecca Peterson, Heather Read, Christine Evans, Amy Weyrich, Glenna Gallo, Rebecca Donovan

Guests: Judy Park, Carol Anderson, Tiffanie Owens, Kim Fratto

Welcome: Tyler Jolley, Chair, welcomed everyone and thanked them for attending.

Public Comment: None

Interagency Coordinating Council Update: Glenna Gallo reported that Connie Nink, from the special education staff at USOE, has left for another position. Connie had a position on both the Interagency Coordinating Council and this panel as well. We posted Connie's position and have interviewed applicants and have made an offer and are waiting for a final answer. Hopefully we will have that position filled by the next USEAP meeting.

I have not attended ICC meeting so I am not able to give the same input Connie would have. However, I did, just recently, attend a preschool conference with both Part C and Part B where we spent three days looking at the data between the two agencies and have determined that we need better reconciliation data showing the numbers who are leaving Part C and whether they are showing up in Part B data as eligible for services or are no longer eligible for services. We will reconcile this report between the two agencies so that no students are lost in the transition. We are also implementing a five year preschool improvement plan. We discovered that there was no input from Part C stakeholder groups and will be going back and getting that input and USEAP will have an opportunity for input as well. We will also be holding monthly meetings as well with Part C and quarterly the meetings at the director level of Part C and Part B.

Memorandum of Agreement Between Part C and Part B: Glenna reported that USEAP has given input on the document previously. Panel took a few minutes to look at the MOU.

Utah Parent Center Update: Rebecca Turley reported that the Utah Parent Center is a non-profit organization that helps families who need an advocate, or information and training.

Activities:

- Getting and keeping the first job
- Journey to adulthood (helping parents through the issues involved)
- Bullying Prevention
- Positive Behavioral Supports

The Utah Parent Center celebrated its thirty-year anniversary.

Changed logo

New grants

- DSPD Services – legislature appropriated money to receive one-time respite money for 200 people randomly selected from the waiting list for DSPD services. (respite only services)

- Money for support of Family to Family support group

Conferences

- Dual diagnosis conference
- Family leadership conference (by invitation)
- Family Lincs 2/ 28 and 3/1
- IEP Coach training

Courier Project - part of funding is from USOE and Rehabilitation

Eleven workshops were held during the past quarter and nine more workshops this quarter throughout the state on a variety of skills and topics

Dispute Resolution Data: Tiffanie Owens reported that for the 2012-2013 there were:

- Eight due process hearing requests received by the USOE for six LEAs and that seven requests were withdrawn and one was completed and found for the LEA. It has been appealed.
- Twenty-one state complaints received by the USOE for 14 LEAs and twelve were completed with findings, seven were completed without findings, and two were withdrawn.

Least Restrictive Behavioral Interventions (LRBI): Carol Anderson reported that the LRBI will be revised to include both general and special education behavioral supports and management guidance.

New sections scheduled to be added to the document include:

- Rules Applications: SESA, Safe Schools, USOE Board Rules
- Effective Schools Research (School Climate, Applied terms - PBIS, RtI, MTSS)
- Discipline Procedures for “All” Students (Responsive, SIS, Behavior Incident Reporting)
- Crisis Management (School Discipline Policies, Crisis Plans, CIT Plans with Police Departments, SRO, Pattern of Behaviors)
- Room Clears During Crisis Situations
- Involvement of Law Enforcement (Pressing criminal charges on a student – when and why)

Next Steps:

- Writing the new sections
- Two Statewide Focus Groups will be held.
- USEAP will provide suggestions/feedback on LRBI: Use of Highly Intrusive Behavioral Interventions
- Opportunities for stakeholder groups to give input to USOE
- Final reviewed LRBI will be available late fall 2013.

Utah Multi-Tiered Systems of Support (UMTSS): Kim Fratto reported that the UMTSS project will be brought back to the USOE in 2014 in an effort to move forward with the project. The project was previously supported by Provo District through the State Personnel Development Grant at the Utah Personnel Development Center.

UMTSS is a framework to help provide students with opportunities to succeed academically and behaviorally. The focus is high quality instruction and intervention based on student need. Frequent monitoring of progress is used to aide in decision making and drive instruction that is based on data collected form monitoring. Data collected is used to allocate resources and improve student learning. Critical to UMTSS is the support for professional development and staff implementation of effective practices.

UMTSS uses a three-tier system of supports:

- Tier 1 – CORE Classroom Instruction-used for all students. Most students demonstrate proficiency at this level.
- Tier 2 - Supplemental and targeted-used in addition to Tier 1, Tier 2 is supplemental targeted instruction that addresses specific student needs for students who do not make adequate progress in Tier. (10-15% of students need Tier 2 instruction)
- Tier 3 – Intensive Target Intervention is intensive target intervention provided to students who are most at risk and have not responded adequately to Tier 2 interventions (3-5% of students need Tier 3). Tier 3 is more explicit, more intensive and specifically designed. It replaces Tier 2 and is provided by a specialist.

Lunch Break

During Lunch the following items were covered:

USOE Updates: Glenna Gallo

- **Annual Performance Review and State Systemic Improvement Plan**– Glenna reported that the work is no progress on the APR and that we are still waiting for the final document detailing what is need on the SSIP (that information is expected in about 30 days – by the end of November). We have made a great deal of progress on transition, but the work needs to continue.
- **Vocational Rehabilitation Memorandum of Understanding** – Rachel Anderson reported on the MOU between the two agencies. The working relationship between the two agencies has been and continues to be a good one. The document puts into writing some mutually agreed upon commitments to students with disabilities aging out of the public education system and transitioning to adult life and post school options.

End of Lunch Break

USEAP Business:

- **Approval of Minutes of July 11, 2013.**
 - Motion:** Christine Evans made a motion to approve the minutes with minor clerical changes in the section on the Bylaws (correcting previously incorrectly numbered article and section)
 - Second:** Janell Locke
 - Motion passed.**
- **Small group discussion of UMTSS and LRBI recommendations:** The panel broke into small groups to discuss information presented on the above topics with the goal of making recommendations to the State Office of Education.

Small groups completed their discussions and came back together as a panel to discuss recommendations to be made to USOE:

- The panel voted to recommend that the issues surrounding UMTSS need to be a priority of the State Office of Education.
 - Motion:** Neesha Killpack moved that the recommendation regarding UMTSS be submitted to the State Office of Education.
 - Second:** Margret Crockett
 - Motion passed.**

- The panel reviewed a draft recommendation on LRBI stating that the issues around LRBI need to be a priority of the State Office of Education. It is the belief of the panel that everyone in the school environment has the right to be safe and treated in a manner that respects human rights and dignity.

Motion: Janell Locke moved that the panel recommend that the LRBI be made Rule rather than Guidelines.

Second: Christine Evans

Vote: Of members present (simple majority of members present is the requirement for action); Thirteen in favor of the motion; Zero against the motion; One panel member abstained.

Motion passed.

Motion: Margret Crockett moved that the panel add the recommendation that LRBI be made Rule rather than Guidelines to the recommendation of support for the LRBI.

Second: Neesha Killpack

Motion passed.

There being no further business, the meeting adjourned.

**Next Regular Meeting: December 5, 2013
Jones Center – 382 East 3605 South, Salt Lake City, UT**