

Minutes

BIE Advisory Board for Exceptional Children Meeting
September 16-17, 2009
Bahia Hotel
998 W. Mission Bay Drive
San Diego, California 92109

September 16, 2009

Attendees

Advisory Board

Tom Albano
Sharon Belanger
Josephine Brewer
Arlene Davis
Dr. Susan Faircloth
Matthew Franklin
Betty Groos
Dr. Marilyn Johnson
Dr. Billie Jo Kipp
Dianne T. Owens
Dr. Jonathan E. Stout
Dr. Eugene R. Thompson
Dr. Valann Valdason
Brian Wagner
Judy Wiley

DPA Staff

Sue Bement (DFO)
Katherine Campbell
Gloria Yepa

Guests

Wayne Ball, TAESE
John Copenhaver, TAESE
Meg Morrison, TAESE
Nellie McCarty

Call to Order and Approval of Agenda

The Bureau of Indian Education (BIE) Advisory Board for Exceptional Children meeting was called to order at 5:40 pm by Dr. Billie Jo Kipp. Sue Bement served as the Designated Federal Official (DFO) for this meeting.

Welcome, Prayer, and Introduction

Gloria Yepa opened the meeting with prayer and reflection. Each board member, Division of Performance and Accountability (DPA) staff member, and guests introduced themselves. This is Matthew Franklin's first Advisory Board meeting. Two new members, who filled two vacant positions, were welcomed to the Advisory Board: Judy Wiley (Chiricahua Apache), Director of the National Indian Parent Center, and Dr. Jonathan E. Stout (Tohono O'Odham), Assistant Professor of Special Education, Lock Haven University. At the next meeting, the Technical Assistance for Excellence in Special Education (TAESE) will provide a brief orientation to all members.

Old Business

1. April/May 2009 Advisory Board minutes
 - a) The minutes were tabled (*motioned: Dr. Marilyn Johnson; second: Dianne T. Owens; motion passed*) pending correction of the following items: (a) Shoban should read

Shoshone-Bannock, p.3, (b) parent survey concern should be acknowledged in the minutes under advice and recommendations, (c) use consistency in using “motion passed,” and (d) Dr. Susan Faircloth was excused for the entire three-days at the last meeting; and (e) Betty Groos was in attendance at the last meeting. The revised minutes will reflect this.

2. Follow-up items

- a) **Office of Special Education Program (OSEP) Verification Visit**—the OSEP verification visit to the BIE is scheduled for November 2-5, 2009. There will be no school visits. A customized version of the Critical Elements Analysis Guide (CrEAG) will guide the OSEP in evaluating how the BIE uses its general supervision, data collection, and fiscal management systems to assess and improve performance, student outcomes, and the protection of child and family rights. The BIE is preparing for the verification visit by having weekly staff meetings to address CrEAG questions, and preparing for weekly conference calls with OSEP beginning September 30, 2009 that will address general supervision, data, and fiscal accountability. The Advisory Board will also play a primary role in the verification visit. A conference call will be scheduled to discuss the Part B Stakeholder questionnaire and provide a Board answer. The Advisory Board also suggested that Gloria Yepa provide a summary of general supervision activities to date.

New Business

The Advisory Board committees provided the following reports on their priority areas:

1. **Data Committee Report**—this is a work in progress with additional information on staffing, compliance issues, and monitoring needed before they can be addressed. So far, the Native American Student Information System (NASIS) has made a positive difference. The committee will schedule a conference call to finalize their report.
2. **Achievement Committee Report**—the goal is to close the achievement gap between special and general education. Based on data, proficiency levels have increased since 2005 but not significantly. There have been some significant follow-up (e.g., professional development for general education teachers, WebEx training on measurable goals and objectives, special education calendar, focus on RtI, science track at summer institute, grow your own, parent training, peer adult mentoring program, etc.). In the future, the committee recommends a special education track at the summer institute. The committee also provided research data from the Harvard Review Letter.
3. **Communication Committee Report**—the goal is to increase the level of communication at all levels within the BIE—from Associate Deputy Directors (ADDs) to Education Line Officers (ELOs) to schools and vice-versa. The committee is in the process of obtaining an organization chart that will help define strategies for improving communication. At the present, the BIE is in a transition process as a new BIE Director will be selected soon.
4. **Transition Committee Report**—some of the items the committee has discussed to date include: the IEP transition plan, self-advocacy, parent involvement, resources, and collaboration. The BIE National Secondary Transition Technical Assistance Center (NSTTAC) Plan for SY 2009-2010 will be incorporated into this priority area.

In summary, each committee will capture the activities involved and advice for each priority area that will be incorporated into the Annual Report. To assist in this development, the Technical Assistance for Excellence in Special Education (TAESE) will resend the committee template, proof the report, and present it professionally for submission to the U.S. Department of Education.

Special Education Director's Report

Ms. Gloria Yepa, Supervisory Education Specialist—Special Education provided the following information:

1. **State Performance Plan (SPP)**—There are two years left in the SPP: SY 2009-2010 and SY 2010-2011.
2. **Special Education Policy and Procedure**—the draft policy and procedure is still at the Solicitor's office undergoing review. As a result, the BIE was not able to consult on it at the National Indian School Board Association (NISBA) Conference, BIE Summer Institute, and the BIE Special Education Academy. One of the Solicitors has assured that this gets finalized.
3. **Native American Student Information System (NASIS)**—the special education forms roll out was completed in August 2009. The BIE is still working with Infinite Campus on some challenges. A school sent a letter on confidentiality issues and a response will be provided.
4. **BIE Special Education Academy**—the Academy is going very well.
5. **Dispute Resolution**—this information will presented at the next Advisory Board meeting.
6. **Data and Processes**—there is an ongoing need to have a full-time person working on special education data. This need has been communicated to the DPA Associate Deputy Director.
7. **Integrated Monitoring**—the Special Education Integrated Monitoring Process (SEIMP) Manual is in draft form and continues to be a work in progress.
8. **BIE Summer Institute**—the senior management team set the theme so it was difficult to address special education issues as it would have been difficult competing for an audience. In the meantime, Gloria Yepa has been asked by management to join the System of Support who will meet next month in Phoenix.
9. **Targeted Technical Assistance**—two special education topics per month have been scheduled through WebEx Online training for SY 2009-2010.
10. **Improvement, Correction, and Sanctions**—a Memorandum of Agreement (MOA) is in process with the Solicitors office to work on the IDEA statute and other regulations relative to correction, sanctions, and improvement.
11. **Integrated Fiscal Accountability**—work is in process with the BIE Administration to develop a monitoring process for integrated fiscal accountability.
12. **Coordinated Service Plan (CSP)**—the CSP has been finalized and the BIE Special Education Academy (September 2009) is the venue for the last training.

Other

Relative to the Part B unmet needs application process, it was suggested that perhaps the September 30 due date be changed to a different date as some schools are just starting their school year. As the Individual with Disabilities Education Act (IDEA) is reauthorized, perhaps it could be proposed to have a longer window for due dates.

With no additional items to discuss, the meeting recessed at 8:11 pm (*motion: Sharon Belanger; second: Brian Wagner; motion passed*).

September 17, 2009

The fifteen members of the Advisory Board reconvened at 12:30 p.m. for their meeting. DPA staff in attendance included: Gloria Yepa, Sally Hollow Horn, Sue Bement (DFO), and Donald Griffin. Guests included Wayne Ball and Meg Morrison. There were no conflicts of interests for the agenda items so the agenda was approved by the Advisory Board.

Public comment session

A public comment session was conducted from 12:30 p.m. to 1:00 p.m. There was no public comment received by telephone, however, there was one written comment submitted—to have more summer institutes that would be helpful and useful to classroom teachers and that would have a direct impact on students. In addition, scholarships should be provided for those schools that may not have the funds for professional development and travel.

The Advisory Board also provided additional comments:

1. Provide scholarship for the BIE Special Education Academy including those schools that received Level 1, 2, 3, and 4 determinations (meets requirements, needs assistance, needs intervention, needs substantial intervention). This suggestion will be presented to Dr Jeffrey Hamley, DPA Associate Deputy Director.
2. Provide special education communication to special education teachers in addition to school principals.
3. The Advisory Board should assist in providing comment in the reauthorization of IDEA.
4. Address and provide special education training to education line office staff. This will help in the compliance monitoring process including data collection

Advice and Recommendations

1. The BIE must include Gloria Yepa, Supervisory Education Specialist—Special Education, on the senior Management Team when a new BIE Director is identified (*motion: Tom Albano; second: Sharon Belanger; motion passed*).
2. The parent survey is not user friendly. The reading level is too high, scoring of responses is inconsistent from state to state, and scoring of response is unclear for interpretation and usefulness. Therefore, a parent friendly tool must be created in language that parents can understand and have responses that can be more clearly scored and interpreted.

Next Advisory Board Meeting

1. October 9, 2009—conference call for Advisory Board on Part B Stakeholder questions. TAESE will provide the call in number.
2. October 9, 2009—each committee will submit their priority reports to Dr. Billie Jo Kipp, Dr. Marilyn Johnson, and Dr. Eugene R. Thompson who will write up the Annual Report. Dr. Jonathan Stout will join the data priority workgroup and Judy Wiley will join the transition priority workgroup.
3. November 16-17, 2009—next Advisory Board meeting at Miccosukee School (Florida).

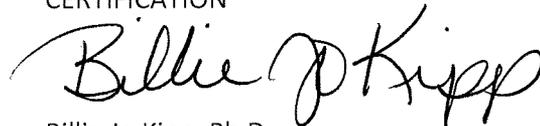
With no further agenda items, the meeting adjourned at 1:35 p.m. (*motion: Dianne T. Owens; second: Brian Wagner; motion passed*).

Respectfully submitted,



Eugene R. Thompson, Ed.D.
Advisory Board Interim Secretary

CERTIFICATION



Billie Jo Kipp, Ph.D.
Advisory Board Interim President