

**BIE Advisory Board for Exceptional Children
Board Minutes
Albuquerque, NM
July 17-19, 2013**

*Wednesday July 17, 2013
New Member Orientation*

1. Welcome

- a. Sue Bement, Designated Federal Officer (DFO)

2. Introductions

Advisory Board Attendees:

Dr. Jonathan Stout-Chair Dr. Rosemarie Dugi-Secretary Ms. Paula Seanez

New Members:

Dr. Kenneth Wong Ms. Jessica Lucero-Wilson Ms. Ethleen Iron Cloud-Two
Dogs

New Member Excused:

Ms. Maureen Diaz

Division of Performance and Accountability:

Ms. Gloria Yepa, Dr. Eugene Thompson Dr. Marilyn Johnson
Ms. Sue Bement Mr. Don Griffin

Presenters:

Mr. Victor Paternoster-Kauffman and Associates-FACA Project Manager
Dr. Marion Moore-Subject Matter Expert

3. Break

4. Discussion of Advisory Board Binder

Mr. Victor Paternoster

- a. Agenda
 - i. Changes request-Day 2: Next meeting discussion
 - ii. Dr. Charles Roessel unable to attend; Mr. Jeff Hamley will discuss
- b. General overview of tabs and contents

5. Federal Advisory Committee (FACA)

Mr. Victor Paternoster

- a. Complete PowerPoint presentation found in Advisory Board binder
- b. Federal Advisory Committee Roles
- c. Resources
 - i. <http://gsa.gov/committeemanagement>

6. New Board Member Questions/Discussion

- a. Meeting announcement's, meeting times/places, agendas, and meeting minutes
- b. Service provider-Juvenile systems to be included

- i. Request: invite juvenile agency director
- c. Priority groups-Work groups
 - i. Concern on 2012 priority groups
 - ii. Dates/times of group meetings, conference call, discussing group priorities
 - iii. Request: group structure, monthly objectives
- d. Data-Integration of out-layers
 - i. Assist the coordination of data
 - ii. Structure: Judicial system, 23 State

7. New Member Orientation: OSEP and IDEA

Dr. Marion Moore

- a. Overview
- b. IDEA-Ensure all children with disabilities have FAPE to meet educational needs.
- c. OSEP-Office of Special Education Programs
- d. State Performance Plan (SPP)

8. Recess for the Day

- a. Concludes our New member orientation

**BIE Advisory Board for Exceptional Children
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July 17-19, 2013**

Thursday July 18, 2013

Board Meeting

1. Call to Order and Approval of Agenda

- a. The meeting was called to order at 8: 40am by Dr. Jonathon Stout. Mr. Norm Shawanokasic opened the meeting with a prayer.
- b. Agenda changes as follows:
 - Next meeting requests-Location, Date, and Time (October or November 13)
 - Brian Drapeaux calling at 11:15 instead of Dr. Charles Roessel
 - BIE Director's Overview
 - Mr. Bart Stevens will provide an overview on BIE systems
 - (Motion: Norm Shawanokasic: Second: Juan Portley: Motion Passed).

2. Welcome

- a. Sue Bement, DFO

3. Board and Guest Introductions

4. BIE Overview

Mr. Bart Stevens

- a. 3 regions (East, West, Navajo)
- b. Schools
- c. Programs
- d. School Operations thru ADD offices; SEA agencies (SPED)
- e. 3 controlled funded programs: FOCUS, FACE, Health Enhancement
- f. Funds:
 - Navajo-Professional Development; create Intervention Team.
 - East-Individual schools/coaching; build ADD capacity
 - West-Individual schools/coaching; build ADD capacity
- g. Realignment-structure in line offices, DPA, Operations, Process is not final/approved
- h. Secretion 5.21% hiring freeze
- i. ISEP funds-Administrative costs; Operation and Maintenance costs

5. BIE Special Education Program Update

Ms. Gloria Yepa

- a. Annual Performance Report- Dr. Thompson
 - Submitted February 15, 2013
 - Meeting indicators for annual report
 - OSEP-resubmit and clarify information; April 17, 2013
 - OSEP issues Level of Determination: July 1, 2013
 - Level 3 Determination
 - Improvement Activities
 - Use TA, resources, webinars
 - Review potential impacts
 - Review APR-Indicator 17-State Systematic Improvement plans

- Data Summit-data review, analysis, and drill-downs
 - 2013 School Level of Determination (173 schools)
 - 113-Level 1
 - 53-Level 2
 - 7-level 3
 - 0-level 4
- b. Secondary Transition Indicator 13-Dr. Johnson
- BIE Graduation Rates & Dropout Rates
 - All 58.02/SWD 53.68
 - Improvement Activities
 - Indicator 2-National Dropout Prevention Center for Students with Disabilities (Clemson). TA available until 12/13
 - Indicator 14-National Post School Outcomes Center (University of Oregon).TA available until 12/14
 - Indicator 13- National Secondary Transition Technical Assistance Center (University of North Carolina-Charlotte & Western Michigan University). TA until 12/14
 - Technical Assistance-Dropout Prevention (Webinars); Post School Outcomes (toolkit Web-based); Secondary Transition (Assist w/development of Secondary Transition Institute).
 - **SAVE THE DATE-**
 - **2013 Secondary Transition Institute**
November 5-7, 2013
NIPTC, Albuquerque NM
- c. Dispute Resolution-Ms. Oliver
- 8 complaints/6 valid/1 not IDEA/1 lacked sufficient data-parents did not respond to request
 - 1 required mediation
 - Reasons
 - Not providing Related Services (OT and Speech)
 - LRE
 - Adapted PE
 - DPA no system for selection of mediators
 - Bus safety precautions
 - Mediations
 - Due Process
- d. Fiscal Review-Ms. Yepa
- Categorize schools based on spending Part B funds

6. Old Business

- a. LRE issues addressed with compliance; tab 6-pg 6

7. New Business

- a. Open positions at DPA
- b. Next meeting?
 - Dr. Stout reviewed previous meetings and locations; school visits

8. Brian Drapeaux Chief of Staff

- a. Calling from DC 11:17am
- b. Welcoming and thanking board in work that has been done to support issues and indicators. Data makes BIE accountable.
- c. Continue dialog on indicators and school level success
- d. Dr. Stout-in appreciation for continued support of SPED
- e. Questions:
 - Organization Chart, finalize soon, no significant changes since Fall 2012 meeting. Still in draft form and not finalized for public distribution
 - Travel restrictions keep us from monitoring or support-Webinar in not effective in some areas. Will travel be lifted so that we can support?
 - Flexibility Waiver?
 - Shelf our waiver; deferring until restructuring has been completed.
 - Implementation of common core, how does the BIE implementing CC?
 - BIE adopted CC; encourage and offer training, 2700 teachers received training; hired contractors and BIE staff to provide training.
 - Will continue to commit to CC.
 - Level of Determination 3 concerns, Implications? Need to think about resources so that BIE are in compliance. How might we get back into compliance?
 - Shared responsibility; solicitors-tribal lawyers. (Tribal schools who are required limited reporting).
 - Across the BIE-Classroom responsibility; need to include all-shared responsibility, shared accountability; shared documentation

9. Board Discussion and Clarifications

- Ms. Yepa-Explain the possible reasons underlying on (10) schools not applying for Part B funds.
- Ms. Childs-Fullen-Need for AT training and support for students and teachers.
- Ms. Yepa-Schools offering and addressing parent participation
- Ms. Lucero-Wilson-Advocacy groups training and knowledge
- Mr. Griffin-Instructional materials for students with disabilities.

10. Break-Lunch

11. Dr. Hamley-Associated Deputy Director DPA

- a. Organization charts-distribution of charts that will be finalized soon
- b. (3) ADD's East MN; West ABQ; Navajo PHX
- c. 2008 legal settlements need to be addressed
- d. DPA-disbursed to ADD's; report still to head office (Yepa)

- e. Program managers to DC
- f. Concerns:
 - SPED instructional and education concerns: Disruption of services
- g. Contracting is a huge issue yet an issue that is a “mess”
 - 2006 Bureau status-not all functions of a Bureau. Assume responsibilities (i.e. contracting functions).
- h. Board Issues/Concerns
 - SPED receiving Level 3 Determination 2012-13
 - Quality IEP’s vs. Compliance
 - Instructional needs and support
 - Funding-budget for Part B funds and correct district use
 - Professional Development–Summer Institute and SPED Academy
 - Need to access new methodology, webinars, U-tube, DVD/CD, conference call, technology access and use.
 - Policy-Classroom procedures and guidelines for teacher use. BIE needs their own policy guide for administrator, districts, teachers can follow (i.e. LEP unified assessment).
 - Job descriptions from Org charts, who reports to whom and what data is mandated to be collected. Closer to schools and better TA to schools. Lack of specify for professional development.
 - Negotiating goes through; the waiver will be rested until revised issues regulations (Reauthorization May 1, 2013).
 - Org Chart-Supervisor in DC; Designers-Senior development;
 - Board recommendations to propose actions to support BIE/BIA issues
 - Conceptualize and communicate solutions to have impact on BIE educational issues.
 - Meet and discuss with the Director of BIE
 - Gloria Yepa has continued to advocate that the BIE Board have a voice within the organization
 - New procedures / protocol
 - Failed search for BIE Director; Monty Roessel- Detailed to (2) 120 days; cap at 240 days
 - Who and where do SEA’s report or comply to?
 - SPED and Title at the ADD level
 - Creation of (3) LEA’s (MN, PHX, ABQ)

12. BIE Data Summit Overview

Dr. Dugi and Dr. Portley

- a. April 23-25; Albuquerque NM
- b. Highlights on Indicators (1,2,3,5,8, 13)
- c. Data from BIE Special Programs Unit Report Card for 2011-12
- d. Board Discussions/Concerns
 - Assessments-Unilateral?
 - 148-Autism is considered low-further analysis to indicate where these kids are and if they are continue using our BIE system.

- Transition does not take into consideration the lack of resources; completion for jobs that lack skills to get local jobs.
- LRE to be addressed when student needs to be met

13. Possible Advisory Board Priority Areas –

- a. When suggesting topics keep in mind that Priority Groups-Advise and make recommendation from board to BIE for advancement of SPED teachers and SPED support.
- b. DPA Suggestions
 - BIE Education Data
 - Acquisitions / Contracts
 - Recruitment and Retention of SPED teachers and Related Service providers
 - Professional Development
 - Child Find
 - Secondary Transitions
- c. Hamley Suggestions
 - Be specific on (2-3) activities
- d. Board picked for final recommendations/vote
 - Contracts
 - Secondary Transitions
 - Over/Under Identification
 - Graduation/Dropout
 - Student outcomes
 - Proficiencies
 - Teacher Retention
 - Parent Training
 - Delivery of Professional Development

14. Review of Agenda

- a. Locations
- b. Groups
- c. Public comments
- d. Call-in session

15. Recess for the Day- 4:30pm (Motion: Dr. Juan Portley, Paula Seanez seconded the motion. Motion passed unanimously).

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*Friday July 19, 2013
Board Meeting*

Advisory Board Attendees:

Dr. Jonathan Stout-Chair	Dr. Juan Portley	Dr. Rosemarie Dugi-Secretary
Dr. Kenneth Wong	Ms. Jessica Lucero-Wilson	Dr. Marilyn Johnson
Mr. Norm Shawanokasic	Ms. Delores Childs-Fullen	Dr. Susan Faircloth
Ms. Paula Seanez		Luvette Russell

Advisory Members

excused:

Dr. Billie Jo Kipp	Ms. Maureen Diaz	Ms. Ethleen Iron Cloud-Two Dogs
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Advisory Member Not Excused:

Ms. Beth Tepper

Division of Performance and Accountability:

Ms. Gloria Yepa,	Dr. Eugene Thompson	Ms. Sue Bement
	Mr. Don Griffin	

BIE Office:

Mr. Bart Stevens -ADD West

Presenters:

Mr. Victor Paternoster-Kauffman and Associates-FACA Project Manager
Dr. Marion Moore-Subject Matter Expert

1. Welcome

The meeting was called to order at 8:40am by Dr. Jonathon Stout.

2. Date and meeting location

- a. With discussion and contractor-Albuquerque NM may be the cost effective location to hold meeting.
- b. APR due November 4.
- c. **Thursday, Friday, October 17-18; Albuquerque NM**
- d. *(Dr. Wong motioned; Second Mr. Norm Shawanokasic; motion passed)*

3. Board Appointment

- a. Discussion that members to reapply; nominate process;
- b. Ms. Sue Bement has application for self-nomination.

4. Priority Group

- Board had discussion and listed priorities that would be the focus.

Board picked for final recommendations/vote	Votes	Team Members
1. Contracts	0	
2. Secondary Transitions	8	Marilyn, Paula, Juan, Luvette
3. Over/Under Identification	2	
4. Graduation/Dropout	8	Wong, Norm, Faircloth, Rose
5. Proficiencies	9	Delores, Jessica, Woody
6. Teacher Retention	1	
7. Parent Training	3	
8. Delivery of Professional Development	3	

(Top three are highlighted)

5. Priority groups

- Discuss
- Formulate a plan
- Bring to the whole group-feedback

Priorities	Group	Discussion
Secondary Transitions	Juan (chair), Marilyn, Paula, Luvette	<u>Activities:</u> 1-Transitions instrument (PSO tool, Form B training, NSTTAC tool); 2-Parent training (Collaboration with Valerie T. and w/ EPICS); 3-Development underclassmen course (Common Core Standards, soft skills).
Graduation/Dropout	Norm (chair), Ken, Susan, Rose	<u>Activities:</u> 1-Investigate “transfers, 2-1 st cohort of teams, 3-investigate the inclusion of 4 th or 6 th year completion. NASIS needs to tighten the definition of “exiting schools”. Data cleaning, OSEP counts 4 year co-hort. , 15-16 year transition support; need strategies to proactively keep kids in school with IEP’s
Proficiencies Reading, Math, Science	Jessica (chair) Jonathan, Delores	<u>Activities:</u> 1-LRE issue; 2-Comparison (Indian vs Community); 3-School visits, identify top schools. Who: The adults; What: All students; When: SY 14-15; Why: Academic Achievement (proficiencies); How: Best Practices

6. Lunch Break

7. Priority Groups-continued

- Working in groups to finalize a rough draft.
- Rough draft form-email to group members and Victor

8. Public comment at 1:30pm

- Angela Martinez-T’siya School
 - 45 mins from ABQ; 20-30 mins from Bernalillo

- EBD, VI, Speech; majority SLB
 - Inclusive building
 - School highlights-Files compliant with support from administration
 - ELL services were limited and parents are requesting in service or support.
 - Related services continued without SPED teacher on staff.
- b. Guy Archambeau, PhD
- Consultant to Shiprock Schools
 - Navajo Immersion Programs
 - Vice-president to Acoma tribe; analysis data
 - BIE inquiry about students with disabilities in his area in academics
 - Concerns surrounding of Parental Participation
 - a. As grandparent-BIE not develop or explain the SPED process
 - b. Parental education level
 - c. Process, meaningful IEP meeting
 - d. Orient/educate parents on process
 - Training on EC services; transition from Part C to Part B
 - LEP-overrepresentation and assessment; Native American children not sufficient in English
 - Common core-reading, math: How will this affect our children?
 - Professionals need to develop tribal relevant transitions for kids with disabilities to succeed in college.
 - Displeas with quality consultation (fragment) of BIE.
 - BIE communication with tribes; tribes with BIE
 - Continue the advocating or voice for students with disabilities in the BIE system, ask, train and support.

9. Priority Group work-final rough draft

10. Update announcements

- a. Next meeting date October 17-18, 2013 in Albuquerque, NM pending meeting approval.
- b. Next meeting agenda items
 - Data request to Sue Bement
 - Finalized Org Chart
 - a. Provide specific agenda
 - Priority group updates on activities
 - BIE Director
 - Assistant Secretary of Indian Affairs
 - OSEP-Mega leadership conference (state representative)
 - Reiterate the duties and advice of Board
 - a. Letter written/sent from Dr. Stout
 - Confusion on Data reporting-person to address issues
 - Dr. Faircloth; presentation on Male Dropouts/Graduation
 - a. Cohort 1
 - Dr. Wong; Policy and procedural change
 - Parent participation-Call in experts
 - Topics to be submitted to Sue Bement
- c. Absences from board needs to notified Sue and/or Woody

- 2 unexcused does dismiss you from the board

11. **Closing Prayer** –Mr. Norm Shawanokasic

12. **Adjournment** (Motion-Dr. Johnson; Second-Dr. Portley; Motion passed)