



STATE SPECIAL EDUCATION ADVISORY PANEL MEETING Meeting Minutes—October 12 and 13

An In Person Meeting October 12, 2023

Members In Attendance: Jennifer Schoffer-Closson, Marisa Britton-Bostwick, Lisa Fant, Christa Gabriel, Norah Barney, Michael Peck, Cindy Galbavy, Deva McNiven, Christina Petersen, Sandy Cade, Theresa Baldry, Chad Berg

Members Absent: Rebekah Serrine, Vena Dagnall, Millie Armstrong, Angel Turoski

Guests in Attendance: Anne Rainey (OPI), Patrick Cates (OPI), Danni McCarthy (OPI), John Copenhaver (TAESE)

Meeting was called to order at 8:34 a.m.

Welcome: Call the Meeting to Order – Jennifer Schoffer-Closson, Chair

- Introductions: Members, Staff and Visitors
- Establish Quorum
 - ♦ Quorum established
- Review the Proposed Agenda (**Action Item**)
 - ♦ Motion to approve: Theresa Baldry
 - ♦ Second: Chad Berg
 - ♦ Approved
- Review and Approve Minutes of May 11, 2023, Meeting (**Action Item**)
 - ♦ Motion to approve: Norah Barney
 - ♦ Second: Cindy Galbavy
 - ♦ Approved
- Announcements (if needed)
 - ♦ Jennifer Closson Announced she had received a grant from OSEP to help add Special Educations and SLPs to classrooms ([SIMS Grant](#))

Advisory Panel Orientation—John Copenhaver, Executive Director, Technical Assistance for Excellence in Special Education.

- An Overview of the Authority, Purpose, and Duties of the Advisory Panel under IDEA.
- Understanding Panel Membership and Panel Meeting Requirements.

By-law Discussion – John Copenhaver

- Review the Bylaws Amendment Procedures
- Review the changes made in the 2022-2023 year
- Proposed Bylaw changes:
 - ♦ Remove the Panel Secretary position



Add Waiver Requirement under CFR 300.164 (c, 4)

- ♦ Add an article stating the Authority for the Advisory Panel to exist
- ♦ Add under Article II, Section C how members are nominated to the Panel – Address current vacancies
- Other suggestions for changes
- Final approval of by law changes and authority to take to Superintendent to sign (action item)
 - ♦ Final approval will be done at the January 2024 meeting

Parent Involvement Survey (Indicator 8) Update – Anne Rainey

- Montana is moving to an electronic survey for Indicator 8 (parent involvement)
- For 2023-2024, it will be released in February, and remain open until June
- Beginning in 2024-2025, it will be available September through June
- Will move from sample to census

Montana Autism Education Project Update – Doug Doty

- Doug highlighted the trainings currently scheduled for the 2023-2024 school year
- <http://mtautism.opiconnect.org/>

End for the day at 2:30 p.m.



STATE SPECIAL EDUCATION ADVISORY PANEL MEETING PROPOSED AGENDA—October 12 and 13, 2023

An In Person Meeting October 13, 2023

Members In Attendance: Jennifer Schoffer-Closson, Marisa Britton-Bostwick, Lisa Fant, Christa Gabriel, Norah Barney, Michael Peck, Cindy Galbavy, Deva McNiven, Christina Petersen, Sandy Cade, Theresa Baldry, Chad Berg

Members Absent: Rebekah Serrine, Vena Dagnall, Millie Armstrong, Angel Turoski

Guests in Attendance: Anne Rainey (OPI), Patrick Cates (OPI), Danni McCarthy (OPI), Julie Murgel (OPI), Krystal Smith (OPI)

Welcome: Call the Meeting to Order—Jennifer Schoffer-Closson, Chair

- Meeting called to order at 8:16 a.m.
- Introductions: Members, Staff and Visitors
- Announcements (if needed)
 - ♦ Need motion to amend agenda to include nominations and election of the Secretary Position
 - Motion to approve amendment: Theresa Baldry
 - Second: Deva McNiven
 - Approved

Secretary Nominations and Elections

- Nominations:
 - Lisa Fant (Cindy Galbavy nominated, Christina Petersen second)
 - Approved

OPI Up-date—Superintendent's Office (Julie Murgel)

- **MAST test**
 - replacing the SBAC summative test for grades 3-8
 - Krystal Smith will present on that shortly
- **Content Standards Revisions**

MAST update – Krystal Smith and Julie Murgel

Call for Public Comments (The chair of the panel at their discretion, may allow public comment during the meeting.) - Jennifer Schoffer-Closson, Chair

No public comment was received



Special Education Report- Patrick Cates

- [BPE Report](#)
- Staffing Updates
 - JP has resigned as the special education director, have put it out for hire, and anticipate starting interviews the week of October 30
 - Recruiting for a Parent Liaison position
- [FFY2021 Determination Letter](#)
- OSEP DMS Visit/Report – has not been received yet, will put on January agenda if received
- Para Pathways
 - Danni and Patrick have met with Utah and ND to review their programs.
 - Looking at three stages of implementation
 - #1 Para Training - HUB course style
 - Courses would be free for all to take\
 - Select Identified Courses for SPED paras (about 45 minutes each)
 - SPED paras would get paid for each course on the identified list
 - Next levels require work with the universities
 - #2 SPED Technician
 - 60-90? credits (includes the courses took for the para trainings)
 - requires time as SPED para
 - Can do SPED teacher work
 - not case management
 - not evaluations
 - #3 SPED Certification
 - Remaining 30??? credits to complete certification
 - Courses designed for paras in this program
 - evenings
 - online

Additional Items

- Proposed Future Meeting Dates: January 18-19, 2024 (Zoom); March 20-21, 2024; May 8, 2024 (Joint Stakeholders), May 9, 2024 (Advisory Panel)
 - Final Meeting dates:
 - January 8-9, 2024: fully virtual (Cindy Galbavy motion, Sandy Cade second, approved)
 - March 11-12, 2024; Hybrid (Deva McNiven motion, Marisa Britton-Bostwick second, approved)
 - April 24, 2024 – Joint Stakeholder meeting; April 25, 2024 – Advisory Panel (Sandy Cade motion, Lisa Fant second, approved) – OPI needs to verify dates will work for other groups participating for the Joint meeting



- Panel Agenda Items for January Meeting
 - By-law vote and approval
 - Joint & Final Meeting options (is hybrid a choice?)
 - Critical Teacher Shortage Report (if available)
 - HB619
 - SPED Staffing
 - Workgroups – what are next steps
 - Priority Work and recommendations
 - Legislative Updates from 2023 – what feedback does the panel have (HB352, HB233 from previous bi-ennium)
- Recommendations – Send to the OPI Special Education team (patrick.cates@mt.gov)
 - Patrick will take to Superintendent for review and approval
- Certificate of Renewal Units
- Other

Adjourn

- Motion to adjourn: Christa Gabriel
- Second: Marisa Britton-Bostwick
- Approved
- Meeting adjourned at 11:42 a.m.