

CAC Special Education Committee – Meeting Minutes of November 17, 2015

In attendance:

Sarah Thompson, Robert Salis, Leatrice Satterwhite, Denise Matthews, Lisa White, Sarah Siddiqui and Jules O'Neal.

I. Call to order:

Meeting called to order at 6:37 PM. Robert Salis moved to approve the 10/20/15 minutes; Sarah Siddiqui seconded the motion. Approval of 10/20/15 minutes carried by voice vote.

II. Debrief of Special Education University:

Sarah Thompson shared with the committee the feedback Melissa Owens summarized from the parent evaluations.

Attendance: 28 parents (not including staff members and committee members) attended the event. There were only 15 feedback surveys turned in. From the feedback forms:

Best part:

- First time hearing about these services
Breakout
- PowerPoint was informative
- Information from the staff was good
- Getting to meet with departments

Suggestions for improvement:

- Handouts needed to be bigger - too hard to read.
- Too fast and handouts too small
- more details
- Not enough privacy in the library, too loud
- **Out of 15 surveys: only two surveys reported that they had a flyer. 6 surveys specifically complained about not getting flyers. Most heard about the session either through Facebook or through the email invite.**

Suggestions for another program:

- IEP info session
- How parents can help at home
- How to support teacher / partner with teacher
- After school programs
- Extra curricular activities
- Transportation information

Sarah Squiddi stated that she wasn't sure if parents understood that the content in the Special Ed University was different each year. She knew some parents that weren't going to attend because they went the previous year and thought it was a repeating program. Many committee members agreed that holding this event during the weeknights would make it harder to get parents to come than if it was held on a Saturday. Robert Salis said he didn't receive a flyer. Sarah Thompson asked Leatrice Satterwhite what the result was from the distribution of the flyers to the Cross Categorical teachers--did they all check in they had distributed the flyers? Leatrice Satterwhite wasn't sure and was going to follow up with Donetta Ryan to get that list. Both Leatrice Satterwhite and Denise Matthews said they emphasized to the Special Education Specialists to get the packets out to the schools and if they needed help, to let them know.

The committee brainstormed ideas for next year's event. Robert Salis said we need to do something to highlight technology. He recommended we do a program on how to use the website and where resources can be found on the District website. Sarah Thompson asked if it was possible to do a live web cast of the event. Leatrice Satterwhite said yes.

The committee discussion focused again on how to get better parent turnout. Leatrice suggested the idea of attending the various preschool open houses and having a table with information on it and committee members/Special Education Specialists to invite parents and recruit them for the committee. Jules O'Neal said we needed to focus more on Kindergarten outreach as those parents are still new and very enthusiastic.

Action Items:

- ***Ms. Satterwhite to follow up with Donnie and get the list showing how many resource teachers confirmed they distributed the flyers and by when. That list is to be forwarded to the committee.***

III. Discussion of 6th Annual Special Needs Parent Resource Fair

Sarah read the summary provided by Melissa Owens. It stated that "...exhibitor registrations were up slightly with 16 exhibitors now registered." One idea Melissa Owens had came from talking with Lisa Hopp, the chair of the CAC Curriculum Committee at the Special Education University. Lisa was wondering if our committee could partner with their committee to do a curriculum workshop.

One other idea. Both the Curriculum and FACE Committees bring different people into their meetings to do mini-sessions. On November 18th, they are doing a program (open to the public) on full day kindergarten. This way guests can come. The benefits are (1) the committee gets educated about different aspects, and (2) is in a better position to help the District. For example, they did this with Eureka Math last year; had a couple of presentations during the meeting and then helped brainstorm on ways to get that info out to the schools. This resulted in the Eureka Math nights at all the elementary schools last spring. Second, it drives interest in the committee by getting guests there and allows them to participate in the meetings.

Sarah Thompson said she and Melissa Owens had preliminarily discussed scaling the Resource Fair Back to a more manageable size and doing more focused breakout sessions. Leatrice Satterwhite suggested using Alexian Brothers and Streamwood Behavioral Health. She said they had a "menu" of topics they would be willing to speak on and shared several from that list. Sarah Thompson suggested that she scan that list and send it to the committee to review.

Sarah Thompson stated that since time was getting closer to the end of the year, the committee needed to determine the direction of the Resource Fair. Sarah read the suggestions from last month's minutes which included: 1. Melissa Waxler doing a Love & Logic (parenting/teaching) seminar and 2. a Common Core/SPED/Eureka Math presentation.

At this suggestion, Leatrice Satterwhite stated that the District just did a presentation on Unique Learning Systems (ULS) for the Special Education Teachers and how the Eureka Math and Common Core Curriculum would be adapted for these students unique styles but still achieve the goals of Common Core. Sarah Thompson asked Leatrice Satterwhite to send out this presentation for the committee to review to see if this would be an appropriate presentation (or a shortened version) to use at the Parent Resource Fair. It was agreed to send it out to the committee to review as long as they didn't forward it to outside parties.

Later on in the meeting, Sarah Thompson suggested that perhaps having two events in one year was too much. She stated that maybe we should only have a Spring event and rotate between the Special Ed University and Resource Fair alternate years. That way there wouldn't be such a back to school rush with our Fall event and we would have more time to promote it and improve turnout. Plus it would be more manageable. But whatever direction the committee takes with this event, a decision needs to be made in December.

Sarah Siddiqui asked if all the exhibitors that hadn't registered have been called to confirm interest and attendance. Sarah Thompson stated that Pam Sodemann (former committee member) initially offered to do that but subsequently was unable to do so. Sarah Siddiqui offered to do this. Jules O'Neal said we needed to know sooner rather than later if we are to bring recommendations to our December meeting. The committee agreed.

Action Items:

- ***Leatrice Satterwhite distribute the list from Alexian Brothers/ Streamwood Behavioral Health and send to the committee for review prior to the next meeting.***
- ***Leatrice Satterwhite to distribute the PPT presentation on ULS to Sarah Thompson to forward onto committee members for review as they come up with their recommendations for December.***
- ***Melissa Owens to send Sarah Siddiqui a list of exhibitors that haven't responded so she can call them and follow up.***
- ***Sarah Siddiqui to update the committee on the results of her calling.***
- ***All Committee Members to review the distributed presentation and list of presentations from Streamwood Behavioral and Alexian Brothers. The goal is to come with recommendations to the December 15th meeting about the program for the 6th annual Resource Fair.***

IV. Public Comment

Sarah Thompson called for public comment but there was none.

V. Other Business

Sarah Squiddi asked a question about a neighbor that had a three year old with vision in only one eye and wanted to know would he be eligible for services by the District. Leatrice Satterwhite told her to recommend to the neighbor to take her child to the Intake/Assessment Center near Larkin High School.

Lisa White moved to adjourn; Robert Salis seconded the motion. Meeting adjourned at 7:28 pm.

Next committee meeting will be held on December 15, 2015 at 6:30pm in room 358, U-46 Educational Services Center at 355 E. Chicago Street, Elgin, IL.

Respectfully submitted by:

Sarah Thompson, CAC Special Education Committee Co-Chairperson.