

Iowa Special Education Advisory Panel September 9, 2022

Present: Jennifer Aldrich, Jennifer Anderson, Joy Barlean, Cynthia Blackard, Dawn Bonsall, Johnna Deaton-Davis, Casey Force, Genevieve Hart, Tami Hoffman, Jessica Iverson, Mary Jackson, Lori Janke, Amy Knupp, Pam Litterer, Lee Longmire, Kim Neal, Tammy Schaapherder, Lisa Shaw, Rachel Terry, Karen Thompson, Rebecca Torres, Joel Weeks, and Doug Wolfe.

Zoom: Shannon Grundmeier, Rhonda Haitz, and Karen Ruis (Proxy for Sonia Reyes)

Absent: Mary Jackson, Lori Janke, Keri Osterhaus, Bryan Paulson, Sonia Reyes, Sandra Smith.

Department Staff Present: Barb Guy, Nancy Hunt and Beth Buehler-Sapp

Presenters: Karen Thompson, ASK Resources, Amy Alfrey, Iowa Department of Education, Allison Levine, Scanlon Center for School Mental Health

Public Comment: None

Handouts:

- Agenda
- Minutes from 5/13/22 meeting

Welcome/Introductions

The meeting was called to order by Jessica Iverson, Chair at 9:00 a.m. Introductions were made around the room.

Minutes were reviewed by the panel members. Doug Wolfe asked a correction to be made. His proxy for the meeting was Laura (not Lisa) Leise. Doug Wolfe made a motion to approve the minutes. Amy Knupp seconded the motion. A vote was taken with no abstentions and the minutes were approved.

Your Role as a SEAP Member - Advisory vs Advocacy – Karen Thompson

[Handout](#)

There was a presentation by Karen Thompson from ASK Resource Center and the topic of Advocacy vs. Advisory was discussed. SEAP is an advisory group and cannot advocate policy as such. Individuals on the panel can advocate representing themselves as an individual but not as representing SEAP. SEAP by-laws indicates this as follows:

The role of the panel members is to advise, not advocate, for an individual position. Advise means to inform, counsel, recommend, suggest or guide. To advocate means to plead for your case or position, to

favor an individual case or argument. The advisory panel is to provide advice, based on facts and good judgment.

Review of Panel By-Laws

The Panel's guiding principles, the By-Laws have not been reviewed since 2014. Panel members divided into groups and reviewed and discussed portions of the By-Laws. Members who wish to join a committee to work on further revisions, should contact Jessica.

The question was asked, "When a panel member cannot attend a scheduled SEAP Meeting and arranges a designee to attend in their place, does that designee's presence count towards the members attendance requirement as set forth in the by-laws and can that person vote within the meeting?"

A designee can attend to gather information for an absent panel member but cannot vote and their attendance does not count towards the panel member's required attendance as specified in the by-laws.

Barb Guy updated SEAP members on recent reorganization within the Department of Education. The Division of Learning and Results now has five bureaus rather than three. They are as follows:

- Bureau of Learner Strategies and Supports
- Bureau of Student and Family Special Education Services
- Bureau of School Improvement
- Bureau of Nutrition and Health
- Bureau of Federal Programs

With this reorganization the goal is to have more effective and streamlined services available.

ACHIEVE

Amy Alfrey gave an update on the implementation of the new ACHIEVE System. The Family Portal is a great new tool for families and educators alike to communicate through. A domain name is needed for the family portal and Amy asked Panel members to send suggestions.

Amy discussed the communication tools available. The ACHIEVE system sends it's e-mail to the designated family member. Families will be able to access their child's information after eligibility is determined.

Recent documents created for a family's use are a draft to review and a consent form to sign to get set up within ACHIEVE. They are working on ACHIEVE to make it feasible for use all the way down to the cell phone eventually.

ACHIEVE is proposing the addition of add another child button option for the convenience of families who have one than one child on an IEP. The Panel members provided feedback on this option and discussed the

pros and cons. At least one member expressed opposition to this option anticipating it would be problematic. The majority of members felt that if a shortcut is used, that an e-mail notification should be used also. Also, with new parents and staff using the portal every year as users change, learning will be a constant facet and new ideas/input will always be presented.

Learner Management Page will include the following:

- Learner Dashboard
- Documents
- Family Service Plan
- Transition Planning
- Upcoming Meetings or Activities

Documents available are all in one place. All of the archived records from the Legacy System will come over. Anytime you see an item and it has a print option you can also download and save it.

Anyone who volunteered to do testing, please contact Barb Guy or Amy Alfrey if you are still available to participate in this. If you would like to be a member of the Family Stakeholder Group, contact Barb Guy.

Comprehensive Statewide Needs Assessment

Allison Levine from the Scanlon Center of School Mental Health is conducting the Comprehensive Statewide Needs Assessment for Iowa Vocational Rehabilitation Services to look at the number of special education students being served, how services were available, and how accessible they are in order to determine if current IVRS services available for students sufficient. Allison also asked members to provide comments on the barriers to services that they see in Iowa and what significant changes IVRS could make.

Nancy will add a link to Allison's email to the SEAP agenda for members to provide any additional feedback.

Announcements:

Iowa Best Summit (2nd Annual), October 10th and 11th at the Iowa Events Center in Des Moines. Contact Nancy Hunt for more information.

Tri-State Regional Special Education Law Conference (Annual), November 3rd and 4th at the CHI Health Center, 455 North 10th Street, Omaha, Iowa 68102. Contact Thomas Mayes for more information.

Jessica Iverson asked the panel members if anyone is willing to volunteer to work on the by-laws review before the next scheduled meeting on October 14th. Please let her know at break if you are interested.

Nancy Hunt talked about the travel reimbursement form and how to participate in this process. These forms are available at each SEAP meeting and any new panel members would also need to contact Nancy Hunt to request a W-9 form and complete in order to be eligible for reimbursement.

Future Agenda Items:

Karen Thompson - Conversation of Quick COVID Recovery Services

Casey Force - Defining the A in FAPE

Barb Guy – Defining the Iowa Department of Education’s role of general supervision and supporting schools who want to give an appropriate education and are trying to do so.
(Also monitoring who’s not doing so)

Joel Weeks – Why I have one special education teacher when I’m supposed to have five.

Joel Weeks made a motion to adjourn the meeting. Casey Force seconded the motion.
Meeting was adjourned.

Next Meeting:

October 14, 2022

9:00 a.m.–3:00 p.m.

Grimes State Office Building, Room B100