

**State Special Education Advisory Committee**  
**Draft Agenda** (rev. 3/26/2013)  
**April 11-12, 2013**

Persons needing special accommodations, including sign language interpreting, should contact and inform Dr. Suzanne Creasey of needed accommodations by April 3, 2013, at [Suzanne.Creasey@doe.virginia.gov](mailto:Suzanne.Creasey@doe.virginia.gov) or by phone at 804-225-2923; text users dial 711 (Relay). This agenda and other information are available at: [http://www.doe.virginia.gov/boe/committees\\_advisory/special\\_ed/meetings/index.shtml](http://www.doe.virginia.gov/boe/committees_advisory/special_ed/meetings/index.shtml).

**In case of inclement weather, call 804-225-2923, after 2:00 p.m. on the day prior to the meeting for information on cancellation.**

***Location:***

Holiday Inn Richmond Airport  
445 International Center Drive  
Sandston, Virginia 23150  
1-804-236-1111

***Thursday, April 11, 2013***

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|------------|--|
| 8:30 a.m.  | <b>Breakfast</b>   |
| 9:00 a.m.  | <b>Call to Order, Welcome, and Introductions</b> <ul style="list-style-type: none"><li>• <i>Ms. Jackie Fagan, Committee Chair</i></li></ul>  |
| 9:05 a.m.  | <b>Review and Approval of the Agenda</b>   |
| 9:10 a.m.  | <b>Business Session</b> <ol style="list-style-type: none"><li>1) Approval of Minutes from the December 6-7, 2012 meeting</li><li>2) Approval of Agenda</li><li>3) Report on follow-up to Public Comment from previous meeting</li><li>4) Announcement: A notebook of State Operated Programs' Annual Applications for Federal Funding is available for review. It will be presented on Friday with time for questions and answers.</li></ol> |
| 9:15 a.m.  | <b>Assistant Superintendent's Report</b> <ul style="list-style-type: none"><li>• <i>Mr. John Eisenberg, Assistant Superintendent</i><br/><i>Division of Special Education and Student Services</i></li></ul>   |
| 10:30 a.m. | <b>Break</b>   |
| 10:45 a.m. | <b>Assistant Superintendent's Report - continued</b>   |
| Noon       | <b>Working Lunch</b>   |

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- 1:00 p.m.            **Public Comment** - Refer to SSEAC Public Comment Guidelines
- 1:30 p.m.            **Presentation: Virtual Schools**
- *Ms. B. Jean Weller, Instructional Technology Specialist  
Virginia Department of Education*
- 3:00 p.m.            **Break**
- 3:15 p.m.            **Constituency Reports**
- 4:30 p.m.            **Adjourn**

***Dinner on Your Own***

***Friday, April 12, 2013***

- 8:30 a.m.            **Breakfast**
- 9:00 a.m.            **Call to Order and Review of the Agenda**
- Ms. Jackie Fagan, Committee Chair
- 9:10 a.m.            **Applications for Federal Funding from State Operated Programs (SOPs) for the 2013-2014 school year**
- Ms. Tracie Coleman, Special Education Budget and Finance Manager
- 9:30 a.m.            **Subcommittee Meetings**
- **Policy and Regulations**  
Chair: Lori Jackson Black  
DOE Facilitator: Pat Haymes, Director of Dispute Resolution and Administrative Services
  - **Achievement**  
Chair: Christy Evanko  
DOE Facilitator: Jeff Phenicie, Specialist for the State Performance Plan and Annual Report
  - **Student Outcomes**  
Chair: Sandy Hermann  
DOE Facilitator: Samantha Hollins, Director of Special Education Program Improvement

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- 10:45 a.m.            **Break**
- 11:00 a.m.            **Subcommittees' Reports**
- 11:30 a.m.            **Public Comment Review**
- 11:30 a.m.            **Future Meeting Agenda Discussion**
- Proposed follow-up or other presentations desired at future meetings
- 11:45 a.m.            **Adjourn**
- 11:45 a.m.            **Executive Subcommittee Meeting**
- Discuss and identify future agenda items

**Future Meeting Dates:**

July 18-19, 2013

September 19-20, 2013

December 5-6, 2013

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***State Special Education Advisory Committee***  
***Guidelines for Public Comment***

(adopted April 27, 2006, revised July 13, 2006)

The State Special Education Advisory Committee (SSEAC) welcomes public comment at each of its regular meetings. **SSEAC members use comments from the public and other information sources to advise the Virginia Board of Education and the Virginia Department of Education of the unmet educational needs of children with disabilities in the state.** Among the other information sources used by the SSEAC to identify issues and solutions are the state performance plan, annual reports, and local school division reports. These reports are available on the Virginia Department of Education's Web site at <http://www.doe.virginia.gov/>

1. The total time allotted to public comment will generally be thirty 30 minutes. Each public comment is limited to 3 minutes.
2. Those wishing to speak should contact Mrs. Michele Orr by phone at 804-786-0790, text users dial 711 (Relay) or by E-mail at [Michele.Orr@doe.virginia.gov](mailto:Michele.Orr@doe.virginia.gov) to be scheduled to speak. Speakers should request special accommodations, if needed.
3. Public comment can be provided in person or may be forwarded to a SSEAC member to read at the meeting. Written copies of comments are helpful. A single copy may be handed to the secretary and if desired, multiple copies (25 for members and staff) may be distributed at the meeting.
4. The SSEAC does not respond directly to public comment at the meeting, except to ask clarifying questions.
5. The topics of public comment are included in the SSEAC's meeting minutes. Public comment will become part of the public record and accessible to anyone wishing to review the minutes of the SSEAC meetings. Speakers should withhold information they do not wish to make public.
6. Virginia Department of Education staff members serve as consultants to the SSEAC. If the public comment involves student- or school-specific information, staff will contact the speaker to determine appropriate follow-up.

More information on the SSEAC is available from the Virginia Department of Education, Special Education and Student Services office by phone at 804-225-2923. Text users dial 711 (Relay). Information is also available on the web-site at:  
[http://www.doe.virginia.gov/boe/committees\\_advisory/special\\_ed/meetings/index.shtml](http://www.doe.virginia.gov/boe/committees_advisory/special_ed/meetings/index.shtml)