

**Continuing Advisory Committee (CAC) Meeting Minutes**  
**September 18, 2019**  
**Region 13 Education Service Center**  
**5701 Springdale Rd. Austin, TX 78723**

**CAC Attendees:** Agatha Thibodeaux, Alicia Giordano, Amy Litzinger, Beth Donaldson, Jana Burns, Jana McKelvey, Jen Stratton, JoAnn Wofford, Kristine Mohajer, Laura Villarreal, Rachel Dreiling, Ray Tijerina, Stephanie Martinez, Teresa Bronsky

**CAC Absentees:** Laurie Rodriguez and Shemica Allen

**Texas Education Agency:** Keith Swink, Sandra Serna, Stacy May, Heather Reisman, and Tammy Percy

**9:07 Welcome and Opening- Agatha Thibodeaux, CAC Chair**

Agatha Thibodeaux opened the meeting and reviewed meeting guidelines. Quorum was present.

**9:10 Introduction of New Members:** Alicia Giordano, Jen Stratton, Ray Tijerina, Amy Litzinger, Laura Villarreal

**9:15 TEA Role and Responsibilities with CAC (presentation):** Heather Reisman

IDEA spells out roles and responsibility of TEA and the CAC. The role of the committee is to:

- Advise the TEA of unmet needs within the state in the education of children with disabilities
- Comment publicly on any rules or regulations proposed by the state regarding children with disabilities
- Advise TEA in the development and evaluations and reporting on the data to the Secretary of Education
- Advise TEA in developing correction action plans to Address findings identified in federal monitoring reports
- Advise TEA in developing and implementing policies relating to the coordination of services for children with disabilities
- Advise TEA on standards related to significant disproportionality determinations
- Required to submit a report to the legislature biannually with recommended changes to state law and agency rules relating to special education

**9:30 Requests for Update**

- Rachel Dreiling made a request that Justin Porter return and provide updates to the strategic action plan and outcomes of the implementation
  - Amy Litzinger is a member of the roundtable and is willing to provide an update from that committee regarding the implementation of the strategic plan
  - Recommendations will need to be aligned with the scope of the role of the CAC as defined by IDEA
- JoAnn Wofford requested a report be provided to the CAC regarding the issues that are addressed through the complaints division related to due process and complaints
  - Keith Swink agreed to provide a summary report to the CAC
- Subcommittees:

- Subcommittee reports will be shared each meeting
- Jen Stratton moved and Rachel Dreiling seconded that a subcommittee be developed to review due process summaries; Jen Stratton will chair the committee; JoAnn Wofford and Rachel Dreiling will serve on the committee
- Jen Stratton moved and Stephanie Martinez seconded a motion that a subcommittee be developed to provide a current events update regarding special education in Texas at upcoming meetings; Jana McKelvey will chair this subcommittee; Jen Stratton will serve on the committee
- Jana Burns requested information about the status of HB 3 special education allotment advisory committee
  - Tammy Percy reported that the committee is currently being developed. Nothing has been announced to date.
- Jana McKelvey requested an updated TEA organizational chart
  - Keith Swink agreed to provide the chart to the committee

**10:09 TEA Travel (presentation): Diane Selman**

- Employee ID numbers – email the CAC mailbox if help is needed to access the employee ID number
- Form is locked down once signed; a new form is needed if changes are needed
- The org number for CAC is 216-321

**11:00 Vice Chair Election**

Eligibility requirements and were discussed.

Nominations:

- Stephanie Martinez nominated Teresa Bronsky
- Amy Litzinger nominated herself
- Both candidates spoke about their desire to serve in this role
- Rachel Dreiling and Kristine Mohajer seconded the nominations

Amy Litzinger was voted as Vice Chair

**11:10 Discussion of Websites, Articles, Information Related to Special Education**

- HB 3
  - Rachel Dreiling is requesting information regarding HB 3
  - Jana Burns shared the HB 3 page
- SB 11
  - Jana McKelvey shared information regarding school safety and mental health requirements for collecting data
  - Jana McKelvey will share links with the CAC committee
  - Rachel Dreiling discussed a rubric that TEA shared with ESCs to develop and shared resources
- Contact Information
  - Stephanie Martinez requested a list of email addresses of all committee members
  - Jen Stratton moved and Amy Litzinger seconded that committee members will create a contact list

- All committee members have been trained in open meeting requirements
- All committee members will abide by open meeting requirements
- The list will be sent to the CAC mailbox and distributed to the committee members
- Sandra Serna reminded the group of their obligation to the freedom of information act
- Letters to the CAC
  - Alicia Giordano asked if parents should email or send letters to the CAC if they have concerns
  - Keith Swink of TEA recommended that parents reach out to the complaints division if needed
  - Jana Burns recommended that parents also be directed to SPEDTex
  - Rachel Dreiling asked about discussing parent letters
  - Jana McKelvey commented that parent issues/letters will be discussed by the current events subcommittee
  - Jen Stratton recommended that this be added to the bylaw discussion

### **11:40 Lunch**

**1:00 Public Comment:** Steven Aleman, Disability Rights Texas  
HB3 in 30 series

- Special education segment
- Does not cover special education allotment advisory committee
  - HB 3581 – Meyer
  - Reform public finance system
  - CAC member on the special education allotment advisory committee
  - Research the cost of providing special education services
  - What is the best way to fund those services

**1:03 CAC Report Comparing the CAC Recommendations to 86<sup>th</sup> Legislative Session**  
Amy shared bills filed or passed that align with recommendations included in the 86<sup>th</sup> Legislature.

### **1:30 Preparation for the 2021 Legislative Report**

- Thank you topics from the previous report
  - #1 Child Find
  - # 10 Educator Certification
- Recommended items from the previous CAC report that should be carried forward
  - #1 Child Find
  - #4 IEP Facilitation
  - #8 School Board Member Training
  - #9 Paraprofessional Training
  - #10 Educator Certification
  - #5 Impartial Hearing Officers
- New Topics
  - District Improvement Committee

- JoAnn Wofford shared information about the importance of having a practicing special educator on district improvement committees
  - TEC 11.251 includes “if practicable”
  - Recommendation would be to remove “if practicable”
- Dyslexia
  - Are students receiving the research-based instruction they need
- Independent Educational Evaluations
  - Accepting psychological testing from reputable LSSP/psychologist
  - Accepting this as the initial evaluations
- Evaluation Timeline
- Transportation to School of Origin
  - Foster care students
  - Districts are bearing the cost of transportation in many cases
  - Funding issue
- Educating students in the least restrictive environment
- Transition services – carry over from prior legislation (thank you and)
  - Minimum of 3 people on committee to conduct transition planning
  - Include special provisions for foster care students
- Expand K-5 grant funding for Autism
- Trauma Informed Strategies Incorporated into Daily Planning & Curriculum
  - Consider language from prior bills
- Parental and student education/navigation
- Data privacy issue
- Special education teacher wellness

### **3:21 Special Meeting**

The committee agreed to host a special meeting to address the legislative report on November 8, 2019.

### **3:30 Approve Meeting Minutes**

Teresa Bronsky motioned and Alicia Giordano seconded motion to approve meeting minutes.

### **3:52 Motion to Adjourn**

Jo Ann Wofford made a motion to adjourn. Teresa Bronsky seconded motion. All approved. Meeting adjourned at 3:53.