



**STATE OF CONNECTICUT**  
*STATE DEPARTMENT OF EDUCATION*



**Connecticut State Advisory Council for Special Education**

**Membership Committee**

**Wednesday, February 17, 2021**

**\*\*\*\*\* 12:00 p.m. to 1:00 p.m. \*\*\*\*\***  
Teams Meeting

**DRAFT MINUTES**

**Members Present:** Catherine Summ (Chair), Jen Lussier, Brian Smith, Mike Nunes, Allison Kopie, Missy Wrigley, Jon Metcalf, Jolie Medina (non-voting) and Jake Shumbo (Guest)

**Members Absent:** Lou Tallarita

**I. Call to Order:**

Catherine calls to order at 12:04 pm.

**II. Public Comment:**

SAC meetings are public meetings and members of the public may participate.  
Call-In Number: 866-880-0098  
Participant Code: 89689633

**III. Membership Matters:**

**a. Review any parent/student applications received.**

Catherine talks about applications received and lets the group know that we did not receive any student applications but we did receive a parent application and had one parent pending review on the membership waitlist.

The group talks about the logistics of the application. Bryan discusses the ways membership vacancies can be approached at this time. Clarifies the process that the Council can take. Having the information that Bryan shared about not needing to fill immediately but going ahead to move forward with appointment if the group is in consensus.

The full group has a discussion about Council diversity, requirements and applicant qualifications. Bryan Smith suggests the group wait on appointment and go the route Bryan K. suggested, which is waiting a little longer to appoint and recruiting more applicants. Lou agrees with Bryan S. and explains why.

Catherine asks the membership if they have any questions and the membership team determined that they would work through a process they discussed before reviewing and further discussing any appointments. Looking to start review by May 1, 2021.

Motion by Jen and second by Mike.

Jen suggests that we reach out to current applicants with a status and encourage to continue attending as a public participant.

**b. Membership vacancies.**

**IV. Summary/Action Items:**

Reach out to interested candidates with a status.

Jolie and Catherine to connect on membership demographics.

**V. Adjourn:**

Meeting adjourned at 12:30 pm.