



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



Connecticut State Advisory Council for Special Education
Executive Committee

Date: September 10, 2025
Time: 9:30 a.m. to 10:30 a.m.

Virtual Zoom Meeting:

<https://ctserc.zoom.us/j/98750620435?pwd=AfopW5uplAeTzkToQAaOTiapynrkcr.1>

Meeting ID: 987 5062 0435 Passcode: 633898

Meeting Minutes

SAC Members Present: Susan Yankee, Catherine Summ, Jeffry Spahr, Missy Wrigley, Brandalyn Williams, Nachi Bhatt, Jennifer Lussier, Sean Cronin (CSDE)

SAC Members Absent: Bryan Klimkiewicz (CSDE)

SERC Administration: Christine Kuehlewind, Lauren Johns

I. Call to Order: 9:33 am

II. Public Comment: (9:35 am) No one for public comment

III. Consent Agenda:

a. Approval of Executive Committee Minutes from May 7, 2025

Motion to accept the May 7, 2025 meeting minutes as amended, Nachi Bhatt puts into motion, Jeff Spahr seconds, Jennifer Lussier abstains, vote unanimous in favor

Vote to amend the agenda: motion to add under new business IV.b.ii to “Set Remaining Executive Committee Dates”, add section VI under committees for “Ad Hoc By-Laws Committee”, and move “Housekeeping” to under New Business IV.b.iii, Jeffrey Spahr motions to amend the agenda, Catherine Summ seconds the motion, vote unanimous in favor of the changes.

IV. Committee Matters: (9:45 am)

a. Old Business

i. Confirm LOB Meetings

Scheduled Meetings & Locations:

October 15, 2025: 10 AM – 2 PM in-person SAC Full Council meeting
confirmed at LOB

February 25, 2026 LOB Breakfast and SAC Full Council in-person meeting
scheduled, but logistics still being worked out, hoping to meet for both meetings at
LOB with CREC as a backup for full council meeting

b. New Business

i. Set Agenda for Full Council Meeting

Discussion on annual report and logistics on when work groups can meet
Discussion about setting SAC priorities for 2025–2026 at full council meeting
CSDE will recap back to school and possible presentation by Due Process

ii. Set Remaining Executive Committee Dates

Discussion around remaining Executive Committee dates: January 7, February 11, March 11, April 1 (chosen to avoid school vacation weeks), and May 13 from 9:30-10:30 am

iii. Housekeeping

V. Membership Committee Report: Catherine Summ (10:10 am)

a. Updates

Catherine reiterated her intent to step down as Membership Committee Chair, three student vacancies need to be filled, full council members are encouraged to recruit student members. Joshua Martin is not a member, so SAC will be getting a new ConnCase member for SAC. SAC is also in need of finding a paraprofessional as a member.

VI. Legislative Committee Report: Jeffry Spahr (10:15 am)

a. Updates

Recent success in advocating for student loan reimbursement for special education and school psychology master's programs.
Working with the governor's office on a proclamation declaring October as ADHD Awareness Month

VII. Ad Hoc Bylaw Committee Report: Susan Yankee/Missy Wrigley (10:20 am)

Draft of By-laws finalized, but will need to be brought to Executive Committee before full council votes for adoption, discussion in October
Still waiting on each committee's procedures (general statement on how meetings are run), operational procedures will be an appendix to the Bylaw

VIII. Action Items (10:25 am)

Calendar holds for upcoming SAC full council meetings
Clarification for new process to register for SAC full council meetings
By-laws sent in advance to members (preferably one week in advance)
Re-name Operational Procedures document and send to Ad-Hoc Committee
Bryan- Missy reach out for items for next full council meeting

Adjourn: 10:30 am Motion to adjourn by Catherine Summ, vote unanimous in favor