



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



Connecticut State Advisory Council for Special Education

Executive Committee

Wednesday, January 8, 2025

******* 10:00 a.m. to 11:00 a.m.**

******* Virtual Zoom Meeting**

Livestream Viewing:

https://youtu.be/WRyuV_6o4kg

Meeting Minutes

Members Present: Susan Yankee (SAC Chairperson), Jennifer Lussier (SAC Vice Chairperson), Catherine Summ (Membership Committee Chairperson), Jeffry Spahr (Legislative Committee Chairperson), Nachi Bhatt, Sean Cronin (SDE), Bryan Klimkiewicz (SDE)

Members Absent: None

SERC Administrative: Christine Kuehlewind and Holli Ryan

I. Call to Order:

Meeting called to order at: 10:05 a.m.

II. Public Comment: No comment from the public

SAC meetings are public meetings and members of the public may participate.

Call-In Number: 309-205-3325

Meeting ID: 960 1168 7626

Passcode: 731363

III. Consent Agenda:

- a. Approval of meeting minutes from 11/6/24: Vote to move to approve the November 6 meeting minutes to the next meeting. Motion made by Catherine; seconded by Nachi; unanimously approved

IV. Committee Matters:

Executive Matters

- a. Annual Report Finalization

Susan: finishing report, Jeff checking into legislation clarification, dissemination of the annual report will be handled by CSDE. Possibility of rolling document for next year of priorities and recommendations to make it easier to add to annual report, especially while discussing during Executive Committee meetings.

Catherine: seconded Susan's idea of the rolling document of priorities and recommendations.

b. Discuss Social Security Administration Information

Susan: social security administration reached out to share information for people with disabilities with full council. The shared information document should be enough without needing a full presentation.

Catherine: likes the idea of getting the shared information document; presentation isn't necessary.

c. Agenda Planning Full SAC January 15th (virtual meeting)

Susan: slight edit to calendar on the original agenda from last meeting; next agenda sent out Friday with draft meeting minutes. Agenda topics- legislative breakfast (flyer shared with full SAC), Special Education Task Force, and Annual Report. CSDE can provide updates. Review of priorities and recommendations so that full SAC members are prepared to share at LOB breakfast. Create some slides to share the annual report and priorities and recommendations. Add roundtable to the agenda.

Catherine: general reminder for student applications for SAC membership.

Bryan: clarified the meaning of "members at large" membership for SAC. It's a good time for SAC to reach out to legislative entities to let them know that there's vacancies for SAC legislative appointments. Follow-up with Governor's contact to get the vacancy information out again.

Susan: add to agenda membership and legislative committee updates.

d. LOB Breakfast Planning (Annual Report one pager, Legislative invites)

Christine/Holli: confirmation received for date/space and Holli continues working on food.

Bryan: Approval for flyer will come from SAC to Representative Comey.

Susan: If possible, 10:30 am for arrival for SAC members. If inclement weather then the snow date will be used. Print outs for LOB breakfast: legislative 2-pager about SAC, full annual reports, membership for legislative and student flyers.

e. Future In Person Meeting Locations

Christine/Holli: February 26 is possibly secured at LOB, location 1D for full council meeting 9am-2pm, according to Kess' email. Holli will reach out to reconfirm. SERC will look into CREC space for April 23rd.

Susan: April 23rd to hold in-person at CREC space.

f. May Executive Committee Meeting Date

Susan: Wednesday, May 7 (9:30-10:30am) for retreat planning

V. Action Items:

Susan: connect Jennifer with social security administration for the shared document. Locate "template"

email with language to place into an email to legislatures to send with LOB Breakfast flyer.

Holli/Christine: send agenda and draft minutes for approval. Also, send template email language and flyer to full council to then send to legislatures.

Adjourn:

10:50 am: Catherine motions to adjourn, unanimous in favor