STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION

Connecticut State Advisory Council for Special Education
Executive Committee

Date: September 16, 2026
Time: 9:00 a.m. to 10:30 a.m.

Virtual Zoom Meeting:
https://ctserc.zoom.us/j/92860755208?pwd=RN9heI3R7yAi3NBfuaDl7kyhV6RNbV.1
Meeting ID: 928 6075 5208 **Passcode:** 907891

Meeting Minutes

SAC Members Present: Jeffry Spahr, Missy Wrigley, Jennifer Lussier, Catherine Summ, Brandalyn Williams
SAC Members Absent: Bryan Klimkiewicz (CSDE), Sean Cronin (CSDE)
SERC Administration: Christine Kuehlewind, Lauren Johns

I. Call to Order: 9:03 am

II. Public Comment: No members of the public were present. No public comments were received.

III. Consent Agenda: (9:05 am)

a. Approval of Executive Committee Minutes from May 13, 2026

Motion: Jennifer Lussier moved to approve the May 13, 2026 meeting minutes as written with no corrections identified, Second: Catherine Summ, vote unanimous and motion carries.

IV. Committee Matters: (9:06 am)

Agenda Amendment: Catherine Summ motions to add "2026-2027 Priorities" as Item 4 under New Business, Jeffrey Spahr seconds, vote unanimous and motion carries.

a. Old Business

i. Housekeeping

Discussion on action item from May pertaining to SAC training for Freedom of Information Act. Jeff Spahr offered to locate and distribute current FOI guidance materials from his municipality for members to review

ii. Other

b. New Business

i. Set Agenda for Full Council Meeting

The committee developed agenda topics for September 23, 2026 meeting: Topics identified included:

- Bureau updates from CSDE
- Back-to-School event highlights
- Dispute resolution data
- Restraint and seclusion data
- Other information not presented during the Back-to-School event due to schedule adjustments
- Discussion of SAC leadership succession and recruitment of a future chairperson

Chair Missy Wrigley reiterated her interest in stepping down as chair while remaining active on the Council to support leadership transition efforts. Members discussed the workload associated with the volunteer chair role and the need to recruit future leadership.

ii. Set Dates for Executive Committee Meetings

Members discussed dates for Executive Committee meetings during the 2026-2027 year. Proposed dates will be forwarded to Bryan Klimkiewicz for confirmation and scheduling consistency. Meeting time preference was established as 9:30 a.m. - 10:30 a.m. where possible. Tentative dates included:

Month	Tentative Date
October 2026	October 22, 2026
November 2026	November 12, 2026
January 2027	January 7 or January 21, 2027
February 2027	February 11 or February 18, 2027
March 2027	March 11 or March 17, 2027
April 2027	April 8, 2027
May 2027	May 6, 2027 (Executive Committee)

iii. April 28-SAC Full Council Date- Options to Change Date

The committee discussed a scheduling conflict for the April 28, 2027 Full Council meeting due to the Youth Advisory Council End-of-Year Celebration.

Consensus Decision

Members agreed to: cancel the April 28, 2027 Full Council meeting, move the spring in-person/hybrid Full Council meeting to May 12, 2027, and explore holding the meeting at CREC, pending facility availability.

iv. 2026-2027 Priorities

The committee reviewed priority areas identified during the annual retreat. Discussion focused on reducing the number of priorities to improve focus and effectiveness.

Key discussion points included:

• Student voice should remain integrated into all SAC work.

• Staffing, recruitment, and retention remain important but are also being addressed by other organizations.

• Social-emotional health and behavioral supports received strong support.

• Training and technical assistance for educators and families should remain a significant focus.

Committee Consensus

The committee agreed to recommend that the Full Council focus further discussion on:

1. Training and technical assistance related to social-emotional behavior and behavior management.
2. Social-emotional health, discipline, and manifestation determination.
3. Student voice.
4. Least Restrictive Environment (LRE).

Final priority selections will be determined by the Full Council.

V. Membership Committee Report: Catherine Summ

a. Updates

Catherine Summ provided an update. Discussion included:

- Reviewing current membership vacancies
- Updating the SAC membership roster
- Reviewing attendance records from the 2025-2026 Council year
- Contacting inactive members regarding continued participation
- Preparing to fill a parent-member vacancy resulting from a recent resignation
- Updating website membership information and agency representative listings

VI. Legislative Committee Report: Jeffry Spahr

a. **Updates**
Jeff Spahr requested discussion during the Full Council meeting regarding recognition of October disability awareness observances, including:
• ADHD Awareness Month
• Dyslexia Awareness Month
• Other disability-related awareness observances occurring in October
Members agreed to include recognition of awareness observances under legislative updates. Jeff Spahr agreed to distribute supporting materials, including a gubernatorial ADHD Awareness proclamation when available.

VII. Action Items (9:55 am)

Action Item	Responsible Party
Distribute FOIA guidance information to committee members	Jeff Spahr
Forward ADHD Awareness Month proclamation and related resources	Jeff Spahr
Provide current membership roster to Membership Committee	Christine Kuehlewind / Lauren Johns
Provide 2025-2026 attendance records to Membership Committee	Christine Kuehlewind / Lauren Johns
Update SAC website membership information	SERC Staff
Send proposed Executive Committee meeting dates to Bryan Klimkiewicz and committee members	Missy Wrigley
Revise and distribute 2026-2027 priorities document	Missy Wrigley
Prepare and finalize agenda for September 23 Full Council meeting	Missy Wrigley
Provide agenda template to Chair	Christine Kuehlewind
Confirm CREC availability for May 12, 2027 Full Council meeting	Lauren Johns

VIII. Adjourn 10:00 a.m. Motion: Catherine Summ moved to adjourn, Second: Jennifer Lussier, vote unanimous and motion carries.