

Superintendent's District Advisory Panel for Exceptional Student Education

2021-2022

Steering Sub-Committee Meeting Minutes

Tuesday, September 21, 2021

1:00 PM – 3:00 PM

Members Present

Cumming, Michelle (Virtual)	Martinez, Ernie (Physical)	Torres, Angie (Physical)
Escallon, Enrique (Physical)	Miskiel, Lynn (Virtual)	Vergara, Kathy (Virtual)
Heller, Beverly (Physical)	Ratti, Maria (Physical)	Wilson-Lang, Hermine (Virtual)
Hunter-Sheppard, Kelli (Physical)	Salmasi, Patrick (Physical)	
Malman, Laurie (Virtual)	Seife, Elias (Virtual)	

Members Absent

Adreon, Diane
Barbara-Olsen, Rosa Maria
Lampon, Brenda
Rodriguez, Lisette

M-DCPS Personnel Present

Abner, Tracie N. (Physical)
Ercilla, Magaly (Physical)
Goldman, Ava (Virtual)
Novo, Ray (Physical)

Call to Order

The meeting was called to order at 1:00 PM.

Welcome and Introduction of Panel Members and Guests

Mr. Escallon welcomed all Panel members and guests. Each Panel member and guest was introduced. Ms. Angie Torres reviewed the meeting norms. Mr. Escallon explained that all participants will have the opportunity to speak.

Review of Agenda

Mr. Escallon reviewed the agenda for the meeting. The two agenda items were: the proposed schedule of Panel/Sub-committee meetings and the topics for the Panel meetings.

Proposed Schedule of Panel/Sub-Committee Meetings

Proposed time and days of the week for the panel meetings were discussed. Mr. Escallon confirmed that Panel meetings will take place on Thursdays, from 3:00 PM to 5:00 PM. Ms. Torres shared that the first Panel meeting for the 2021-2022 school year is scheduled for Monday, Sept. 27th from 1:00 PM to 3:00 PM in room 559.

The structure of the Panel meeting agendas was also discussed. The structure of the agenda was determined to be as follows:

- Special Topics Presentation (30 minutes maximum)
- Sub-Committee Meeting Updates (up to 15 minutes per sub-committee)
- ESE Updates
- Gifted Updates

Topics for Panel Meetings

Special Topics were discussed and proposed. Mr. Escallon asked that the Parents Bill of Rights are discussed at the first Panel meeting. Agreed upon topics for each Panel meeting were identified.

- September: Parent Bill of Rights
- November: Mental Health and Covid
- January: Budget
- March: Legislative Updates
- May: Summer Programs

Mr. Escallon discussed the tasks for Sub-committees, beginning with the selection of sub-committee dates and times for the October meetings. The remainder of the sub-committee meeting dates and times should be finalized by Friday, October 29th, 2021. This information must be sent to Ms. Angie Torres via email. Mr. Martinez asked how sub-committee chairs are selected. Mr. Escallon explained that the panel chair selects the sub-committee, as per By-Laws.

Mr. Seife inquired about the ESE and Gifted Resources sheet that was developed by the Parent Engagement Subcommittee at the end of the 2020-2021 school year. Mr. Escallon explained that this item can be discussed at the first Parent Engagement Subcommittee meeting.

Meeting Wrap-Up

Mr. Martinez shared that Sunshine Rules should be reviewed at least once per year during the Panel Meetings. He recommended that meetings include time for Public Comments. He also recommended that Robert's Rules are reviewed. Mr. Martinez asked about due dates for agenda requests, committee reports, and presentations. Mr. Escallon shared that committee reports are to be provided at the panel meetings so that all participants have access to the information before the meeting begins. Mr. Martinez asked the "cutoff" for individuals to request an item or topic to be added to the panel meeting agendas. Mr. Escallon confirmed that a week before the meeting date is appropriate. If an urgent matter arises, the panel can review the proposed agenda item at the time of the meeting, and if agreeable to the panel members, the item can be added.

Ms. Ratti asked that presentations, minutes, and agendas be posted on the Panel's website regularly to ensure that the website is current. Mr. Escallon mentioned that the Panel may want to reconsider having monthly meetings. Ms. Ratti commented that the Panel will benefit from stronger sub-committee engagement. Mr. Martinez asked if the current Panel By-Laws address special meetings. Ms. Abner confirmed that the By-Laws include a statement explaining that additional panel meetings and subcommittee meetings can be scheduled as needed.

Adjournment

Meeting was adjourned at 3:09 PM.