

MINUTES OF HISD BOARD OF EDUCATION SPECIAL EDUCATION AD HOC COMMITTEE MEETING

Wednesday, November 15, 2017

Committee Members Present:

Anne Sung, Committee Chair	Shana Halvorsen
Holly Maria Flynn Vilaseca, Board Member	Erin Hasbrouck
Jackie Anderson	James Troutman
Jackie Cross-Ecford	Jamie Wilkes

Administrative Resources Present: Dr. Joan Anderson, Assistant Superintendent for Special Education (HISD)
Dr. Courtney Busby, Director of HISD’s Interventions Office (HISD)
Dr. Tessie Bailey (American Institutes for Research)
Lisa McBride, Board Counsel, Thompson & Horton LLP

AGENDA

OPEN SESSION

1. **Call to Order.** Trustee Sung called the meeting to order at 4:11 p.m.
2. **Guiding Principles Regarding Inclusive Education Practices.** Trustee Sung provided an update concerning the Board’s adoption of the Committee’s Guiding Principles Regarding Inclusive Education Practices. Members expressed that the Principles are a good first step, but must be accompanied by actual, inclusive practices to effectuate real change at HISD.
3. **Special Education Department Update.** Dr. Anderson provided a Department update. She explained that the Department is currently finalizing the District’s special education targeted improvement plan. The plan is currently under initial review. Once the Department receives and addresses initial comments from TEA, Dr. Anderson will share the plan with the Committee for additional comments prior to final submission to TEA.

The Department recently completed campus training concerning STAAR and STAAR ALT 2 preparation, including implementation of “accessibility features” and “designated supports.” Accessibility features are testing accommodations which do not require prior documentation. Designated supports are accommodations which must be designated

and documented by the appropriate team. Dr. Anderson will share the recent campus STAAR preparation training with the Committee.

Dr. Courtney Busby (Director of HISD's Interventions Office) introduced herself and gave an overview of the Response to Intervention process. At HISD, this process is implemented at the campus level by the Intervention Assistance Team ("IAT"). Dr. Busby also reviewed the structure of her department. The District currently has 7 IAT managers who support specific regions within the District. Each campus has an "IAT liaison" responsible for making sure the IAT process is functioning correctly at his or her campus. Dr. Busby explained the 3 tiers of the IAT process; the interventions available at each tier, including additional instructional time; and the beginning of the year, middle of the year, and end of the year assessment processes. Dr. Busby also walked the Committee through the IAT flowchart (**see attached**), on which all school leaders have been trained. Committee members asked questions of Dr. Busby concerning IAT timelines, assessments used, accountability, documentation, and the Department's ability to audit implementation of the process. Dr. Busby explained the specific responsibilities of the IAT manager versus the IAT liaison and the intervention teacher. Committee member Hasbrouck expressed concern that in her experience, students receiving special education services in a self-contained setting do not have access to a system of progress monitoring and targeted interventions like Response to Intervention. Drs. Lathan and Busby discussed ways in which the IAT process works in conjunction with the ARD and special education referral process. Additionally, the Committee's closed session discussion addressed this concern, including recommendations for special education progress monitoring at the campus level.

4. **American Institute for Research ("AIR") Update.** Tessie Bailey provided an update concerning AIR's special education department program review. She confirmed that Dr. Pfannestial shared with her the Committee's concerns regard the low parent survey response rate. To adequately address this concern, Dr. Bailey stated that the limitations of AIR's program review would be noted in the report.

Dr. Bailey additionally shared that her team had completed all but two site visits, and had completed all focus group interviews. The team is now finalizing its initial analysis, and is still working on the IEP coding portion of the project. Dr. Bailey expects her team to complete the IEP coding in December.

CLOSED SESSION DISCUSSION

5. The Committee went into closed session at 5:00 p.m. to have a confidential discussion concerning what is working and what is not in special education at HISD. Each Committee member expressed his or her views.
6. **Adjournment.** The meeting adjourned at 6:10 p.m.