



## **Program Committee Meeting Minutes**

**SERC**

**100 Roscommon Drive, Suite 110**

**Conference Room 3**

**Middletown, CT 06457**

**Friday, January 25, 2019**

**2:30 p.m. – 4:00 p.m.**

**Members Present:** George A. Coleman (Lead), Charlene Russell-Tucker, Stephen Proffitt (SERC Lead), and Ingrid Canady

**Others Present:** Jennifer LeBrun, SERC Executive Assistant

The meeting was called to order at 2:30 p.m.

Mr. Proffitt shared that there will be a collaborative meeting between SERC and the Bureau of Special Education Staff on Monday, January 28, 2019. This meeting was scheduled to offer SERC staff and BSE Staff the opportunity to collaborate on future programming.

There was conversation around futures planning between both agencies.

- I. Overview of the 2019-2020 Proposal Development Process with the BSE to plan/develop programming on behalf of students with disabilities (Educators, Families, Students)

Mr. Proffitt shared a PowerPoint presentation around the CSDE/SERC 19-20 Proposal Planning Process and timelines for completion. All of the information provided was created with input from Ingrid Canady, Bryan Klimkiewicz, Chief, Bureau of Special Education, Kristy Giacco and Stephen Proffitt, SERC. Mr. Proffitt indicated he and Mr. Klimkiewicz are anticipating that the planning, and logistics coordination for the 2019-2020 year will begin in April once all activities and budget are finalized.

There was general conversation.

## II. Current status of the 2018-2019 District Contract Requests

Mr. Proffitt provided information on the specific program topics that are being requested from school districts. The most requested topic is Positive Behavior Intervention Supports. SERC has currently received 70 district contract requests to date. All district requests go through Mr. Proffitt.

Committee Members requested to see data on the impact of SERC's work with districts and how districts hold themselves accountable. Mr. Proffitt and Ms. Canady indicated that this information is tracked and long term data is provided by SWIS. SWIS is a data collection tool used by schools that monitors social climate and student behavior by tracking discipline referrals. SERC staff has been trained on how to teach school district staff on the use and implementation of SWIS. Ongoing efforts will be made to develop evaluations to measure district and educator impact on improving outcomes for students based on training and technical assistance activities.

Ms. Russell-Tucker suggested the SERC look into grants around evaluation.

There was general conversation.

## III. Current status of the approved 5100 BSE/SERC Collaborative Proposal/Project activities.

Conversation ensued around the main buckets of program topics and how each event that is held aligns with these buckets.

Ms. Russell-Tucker requested a visual that specifically shows how each activity falls into the specific buckets. The discussed buckets are Curriculum and Instructions, Special Education, Positive Behavior Intervention Supports, Racial Equity and Scientific Research-Based Interventions. This information will show how SERC is aligning with its Mission and pinpoint any gaps in programming needs. Mr. Proffitt and Ms. Canady will provide the requested visual.

There was general conversation.

- IV. Programming themes to date from the 2018-2019 SERC state-wide Professional Learning Needs Survey.

Mr. Proffitt shared information regarding the survey.

There was general conversation.

- V. Status of 2018-2019 Strategic Planning Process

Mr. Proffitt will provide information to the full Board of Directors.

- VI. Adjournment

The meeting adjourned at 4:21 p.m.

Mr. Proffitt will review the discussion points from this meeting with the Board of Directors at the 1/28/19 meeting.