

# New Mexico IDEA Advisory Panel Meeting

## MINUTES

[MEETING DATE]  
June 12, 2009

[MEETING TIME]  
8:15 A.M. – 12:00 P.M.

[MEETING LOCATION]  
Parents Reaching Out  
Albuquerque, NM

|                   |  |
|-------------------|--|
| MEETING CALLED BY | Karen Phillips, Vice-Chair   |
| TYPE OF MEETING   | New Mexico State Individuals with Disabilities Education Act (IDEA) Advisory Panel Meeting   |
| FACILITATOR       | Karen Phillips, Vice-Chair   |
| SECRETARY         | Sherry Garcia  |
| ATTENDEES         | <p><b>Present:</b> Rosaisela Burciaga, Alicia Corral, Larry Fuller, Sherry Garcia, Teresa McCreary, Pat Osbourn, Karen Phillips, Ron Stern, RONALDA Tome, Peggy Humble, Denise Koscielniak</p> <p><b>Excused:</b> James Alarid, Joeli Cathey, Deborah Dominquez-Clark (Brian Baca represented), Kelly Helvie, Steven Pope, Jean Rightley, Joseph Sanchez, Greg Trapp (Marina Eastham Cordova represented)</p> <p><b>Not Excused:</b> Larry Murphy</p> <p><b>Guests:</b> Joan Curtis, Monica Minra, Ms. Tapia-Eastham</p> |

## Agenda topics

[TIME ALLOTTED]  
8:45 A.M. – 8:50 A.M.

[AGENDA TOPIC]  
Review and approve June 2009 Agenda

[PRESENTER]  
Karen Phillips, Vice-Chair

|  |   |                                  |
|--|---|----------------------------------|
| DISCUSSION   | Review and approve June 2009 Agenda                                 |                                  |
| <u>Agenda:</u> A request was made to reduce the break time and add an additional 15 minutes to discuss the protocol on how to respond to public comment. |   |                                  |
| CONCLUSIONS  | The June 2009 Agenda was approved with the additional change above. |                                  |
| The Panel members approved the agenda with change.   |   |                                  |
| ACTION ITEMS   | PERSON RESPONSIBLE  | DEADLINE                         |
| 1. Karen Phillips would like to begin meetings by reading the duties of the Panel Members as a reminder of what the advisory is charged with.            | Karen Phillips  | Beginning of each meeting        |
| 2. Karen Phillips would like to review ground rules before each public comment and develop a handout with the rules printed on this for the participants | Karen Phillips  | Beginning of each Public Comment |

[TIME ALLOTTED]  
8:50 A.M. – 9:05 A.M.

[AGENDA TOPIC]  
Public Comment

[PRESENTER]  
Karen Phillips, Vice-Chair

|              |  |          |
|--------------|--|----------|
|              | Public Comment Provided by:  |          |
|              | <ol style="list-style-type: none"> <li>1. Monica Minra</li> <li>2. Joan Curtiss</li> </ol> |          |
| CONCLUSION   |  |          |
| ACTION ITEMS | PERSON RESPONSIBLE   | DEADLINE |
|              |  |          |

**[TIME ALLOTTED]**  
9:05 A.M. – 9:30 A.M.

**[AGENDA TOPIC]**  
Letters Regarding Pending Issues

**[PRESENTER]**  
Karen Phillips, Vice-Chair

|  |   |                    |
|--|---|--------------------|
| <b>DISCUSSION</b>                              | Larry Fuller asked that the memorandum issued by Dr. Garcia regarding restraint be resent to all of the Special Education Directors. He would also like the Secretary to develop a task force of all stakeholders to look at the practices of our State and best practices around the nation on restraint and seclusion in schools. |                    |
| <b>CONCLUSIONS</b>                             | Karen Phillips will draft a letter to the Secretary recommending a task force be formed regarding restraint and send draft to Panel members.  |                    |
| <b>ACTION ITEMS</b>                            | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b>    |
| Draft letter to Secretary regarding restraints | Karen Phillips  | September 10, 2009 |

**[TIME ALLOTTED]**  
10:00 A.M. – 11:15 A.M.  
11:15 A.M. – 12:00 P.M.

**[AGENDA TOPIC]**  
Sub-Committee Breakout Sessions/Reports

**[PRESENTER]**  
Karen Phillips, Vice-Chair

|   |  |                 |
|---|--|-----------------|
| <b>DISCUSSION</b>   | Sub-Committee Reports  |                 |
| <u>Parent Involvement Committee:</u>  |  |                 |
| <ul style="list-style-type: none"> <li>• Complete and turn in any additional information to be included in the Annual Report</li> <li>• Designate someone to write up the accomplishments of each meeting</li> <li>• Pat Osbourn to write about the tour in Farmington Schools</li> <li>• Rosaisela to write about the CDD tour</li> <li>• Karen to write about the Carlsbad tour</li> <li>• Subcommittee will turn in highlights of accomplishments to Sherry Garcia at end of meeting today</li> </ul>  |  |                 |
| <u>Due Process Committee:</u> No Due Processes to review.   |  |                 |
| <u>Executive Committee:</u> Will complete the report and turn in to the Special Education Bureau by July 1, 2009  |  |                 |
| <b>CONCLUSIONS</b>  | Annual Report will be completed by the IDEA Panel by July 1, 2009. |                 |
| <u>Parent Involvement Committee- Accomplishments:</u>   |  |                 |
| <ul style="list-style-type: none"> <li>• <b>Indicator 8</b>-Parents are part of the IEP team and that advocates could not be excluded from the meetings; Parent survey was changed from sampling to census; Recommended schools utilize the toolkit; recommended training for parents regarding dispute resolution, recommended that restraint guidance be reissued and a taskforce be established to make recommendations regarding guidelines, monitoring and oversight.</li> <li>• <b>Indicator 3</b>-recommended how assessment is completed.</li> <li>• <b>Indicator 5 &amp; 6</b>-IEP teams promote consideration of the full continuum of placement options and services that will allow the degree of LRE for greatest inclusiveness of the child; LRE guidance was reviewed and how it is disseminated and being used; Panel would like to review the technical assistance document for LRE.</li> <li>• <b>Additional Comments</b>- Brochure was revised, gave input regarding Indicators</li> </ul> |  |                 |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| Resend the 2007 – 2008 Annual Report to panel members   | Leah Erickson  | June 15, 2009   |
| Complete Annual Report for 2008 – 2009 by July 1, 2009  | IDEA panel members   | July 1, 2009    |

**[TIME ALLOTTED]**  
12:00 P.M.

**[AGENDA TOPIC]**  
Adjourn

**[PRESENTER]**  
Karen Phillips, Vice-Chair

|  |      |
|--|------|
| <b>DISCUSSION</b>  | None |
| Motion to adjourn, Larry Fuller. Seconded, Peggy Humble. Motioned carried. |      |
| <b>CONCLUSIONS</b>   |      |

| ACTION ITEMS  | PERSON RESPONSIBLE                            | DEADLINE           |
|---|---|--------------------|
| <b><u>September 2009 Agenda Items</u></b>             |   |                    |
| 1.Election of Panel Officers (Vice-Chair & Secretary) | Executive Team                                | September 10, 2009 |
| 2. Part C to Part B MOU                               | Special Education Bureau                      | September 10, 2009 |
| 3. Protocol for Panel Response to Public Comment      | Karen Phillips/Draft                          | September 10, 2009 |
| <b>OBSERVERS</b>                                      | Panel members                                 |                    |
| <b>RESOURCE PERSONS</b>                               | Sherry Garcia, Secretary & Leah Erickson, SEB |                    |
| <b>SPECIAL NOTES</b>                                  |   |                    |