

**Eatonville School District
Special Education Advisory Group (SEAG) Meeting
April 24, 2008 – 4:00PM
Weyerhaeuser Elementary School (WES) Library**

Call to Order: Chair Steve Collins called the meeting to order at 4:08PM. Members present: Jerin Hall, Colleen Arthur, April McKinney, Cheyann Joyner, Renate Bertoia Tina Schmitt, Kathy Gillespie, Shannon Powell, Sally Betschart, Steve Collins, John Trent, David Jacobson, Ray Arment and Gretchen Sharpe.

Members absent were: Amie Henry, Diane Heersink, Kelly Mainard.

Also absent was administrative assistant Marge Powell.

Announcements: School board meeting on 4/23 was cancelled, thus the parent representatives could not be elected and participative in the SEAG. Mr. Jacobson gave an update on new hires. Employment has been offered for an ADL/Life Skills teacher at EHS, a Transition teacher at EHS and an EMS high needs teacher. The school board has not formally approved the teachers, thus Mr. Jacobson has not been able to comment on specifics about personnel. The interview team was comprised of Mr. Jacobson, Mr. Andersen and Mr. Steedman. David Jacobson was asked if school district teachers and staff ever participate in interview teams. He stated typically the following staff participates in interview teams: A building head or department head, a teacher and a para. April Mckinney stated she's never been asked by administration to participate in interviewing and would like to be asked in the future.

Kathy Gillespie, Gretchen Sharpe and Sally Betschart gave an update on meeting with Cathy Bryant, Human Resources Director of Eatonville School District regarding SEAG members participating in the hiring process for teachers, specialists and assistants.

Can the SEAG compile a list of questions they would like to have asked in interviews? **YES.**

Can a SEAG member be a participant on the interview team? **YES.**

- The same SEAG member participant has to commit to be present at all interviews for that job posting and each member scores the applicant.
- The lead interview participant is responsible for informing the team of the guidelines for the hiring process and having each member sign forms on hiring procedures.
- The list of questions is up to the Director or the lead interview participant to choose.
- Questions are asked in a round robin order. The person, who suggests the question, does not necessarily ask the question.

- Nothing can leave the interview room/team: not the questions, discussion topics, answers or impressions given by the candidate, conclusions formed by the group, offers of employment, etc.

As per Mr. Jacobson, these are the special education job postings for which teams are not yet set:

- Occupational Therapist one year leave replacement.
- SLP and Psychologist positions are open if there are any applicants.

Approval of Minutes: A number of changes were requested by members to the minutes from 4/10/08. Minutes will be ammended and re-distributed. Approval of 4/10/08 minutes will be moved to unfinished business at the next meeting.

Public Comments: There were no public comments.

New Business: It was approved for the SEAG to have a display at the Eatonville “Spring into Health Fair” at EMS on Saturday April 26th from 12:00PM-4:00PM. Mrs. Sharpe created a display. Mrs. Sharpe and Mrs. Schmidt will man the display area.

It was approved to have the survey that Mrs. Schmidt and Mrs. Heersink created of special education programs of other school districts in Washington State that are similar in size to Eatonville School District be mailed out before summer.

Unfinished Business: Members of SEAG participating in the interviews for prospective new hires was addressed in Announcements. Further discussion ensued. Mr. Collins stated any SEAG member could participate in interviewing, including the parent reps. SEAG members who are currently ESD district staff already have the opportunity to be on interview teams, so this gives them ”double opportunity”.

Discussion Re Non-District Employed Individuals: Should any non-district employed individuals, (i.e. parents) be allowed to be involved in the interviewing process. Colleen Arthur questioned if this occurred for SEAG members and Special Education teachers, would non-district employed individuals also want to interview General Education teachers and would this potentially deter future teachers from choosing to work in Eatonville if they felt micro-managed in the classroom. Sally Betchart stated she used to live in the Bethel School District and as a parent she was involved on district interview teams. Someone stated ESD currently allows parents to be involved in interview teams for school district coaches. Ray Arment stated if the SEAG wanted to have Non-District Employed Individuals participate in interviewing then it would first have to be approved by the ESD school board. Steve Collins stated he would ask for the School Board’s approval at the next School Board Meeting.

Election of general education parent(s) postponed due to school board meeting the previous night being cancelled.

Mr. Jacobson gave an overview of the special education programming for Grades 6-12 for what is in place currently and what will be in place for the 2008-09 school year. Mr. Collins would like to see a task force formed with the purpose to learn through collaboration with the middle school and high school special education programs to make recommendations to the SEAG. Mr. Collins asked Mr. Andersen, EMS Principal and Ms. Hayward, EHS Assistant Principal if a task force could meet with them and Mr. Jacobson regarding the programs. Mr. Andersen agreed and expressed concerns of individuality/confidentiality and micro managing. Mr. Anderson stated that the scheduling of special education students is complex and time-consuming. Colleen Arthur stated teachers in the district would not appreciate being micro-managed in their classrooms by SEAG task force members. Tina Schmidt stated the intent of the task force is not to micro-manage daily operations within the district, but to collaborate with the school district to learn about district programs and curriculums with the purpose to make future recommendations. Discussion continued with Mr. Collins stating that he wanted to preclude things of this nature (referencing current 6-12 programming) from ever happening again. David Jacobson stated there are already plans to eliminate the combined 6-12 grade program for next school year and the EBD combined 6-12 grade program had already been separated last quarter this school year. He stated the changes were due to individual student needs, numbers of students and availability of space for classrooms. David Jacobson stated the EBD students and the ADL students were originally placed in district "houses". The EBD students have already moved to the EMS/EHS campus and plans are for the ADL students to move to the EHS/EMS campus starting next school year. Ray Arment stated that as district superintendent he is responsible for all programming. He apologized for the combined 6-12 grade Special Education program.

A task force for 6-12 programs was created. This will include Mrs. Betschart and Mr. Collins.

A task force for Transition Services was formed with the purpose to learn about Transition Programs and to make recommendations to the SEAG. This task force will consist of; Mrs. Sharpe, Ms. McKinney, Ms. Bertoia and Mrs. Schmidt.

Voting on the general education parent will be on the agenda under unfinished business at the next meeting.

Other items that the SEAG wished to be on the 4/30/08 board meeting agenda can not be due to the fact that it is a special board meeting and the agenda can not be changed.

Mrs. Schmidt requested that Janet Gonzalez be on the agenda for the next four SEAG meetings to access her expertise regarding special education topics. Next meeting the SEAG would like Janet Gonzalez to address middle school and high school special education programs.

The next SEAG meeting will be Thursday, May 15th @ 6:00PM, location to be determined.

Adjournment: Chair Collins adjourned the meeting at 7:03PM