Citywide Council on Special Education
Thursday, November 10, 2022
Combined Business/Calendar Meeting Minutes

Call to Order

The meeting was called to order at 6:10 pm by Co-President Erika Newsome.

Roll Call

Francine Almash	Present
Cynthia Arbulu Vacca	Present
Sanayi Beckeles-Canton	Present
Carolyn Castro	Present
Wenming Chen	Present
Heather Dailey	Present
Artelia Flowers	Present
Paullette Healy	Present
Lauretta Joseph	Present
Ellen McHugh	Present
Erika Newsome	Present

Appointment of time Keeper:
 Lauretta Joseph will be timekeeper until 7:15pm at which time Heather Dailey will resume duties.

DOE Introduction
- Andrae Mitchell, Director of Family Empowerment & Communications under Division of Student Instruction and Specialized Support at NYC Schools.
- Andrae will be a liaison and support for CCSE.

DOE Presenter: John Hammer, Deputy Chief of Special Education
- Compensatory Services - Continue to train staff, seeing evidence that Compensatory services are happening at IEP meetings.
- Supplemental Supports School allocation letter issues. Provides guidance to schools on how Compensatory Services are to be delivered.
- Challenges to provision of RSA, DOE preparing a mailing list to families to offer services at Saturday Sites. This is for students that DOE has not been able to provide services. December 10, 2022 through June 2023.
- Beyond Access series continues.
- Interviews for CCSE Student Candidate - isolated to two interviewees.

Presentation: Special Education Data Management System
Paulette Healy introduced presenters and informed audience of new management system SEDMS that will replace SESIS. Presenters: *Ron Touretzky, Anna Lemons, Kontient Redmon, Val Kleyer*

SESIS / CAP - Challenges
- Current data software derives from CAP (preschool) and SESIS (K-12), maintenance requires periodic maintenance
   and houses minimal Special Education data.
- Methods has too many generations of software, multiple databases, and multiple systems (SESIS, CAP, Microsoft, Google tools, and other). Creates "islands of information" that become difficult to manage. Data is not streamlined.
- Generations of software: 40+ years of software integrations that are difficult to access and run meaningful reporting. (ex. Historical student IEP information, especially as students navigate transitions between schools).

SEDMS - Contracted through Experis Manpower Group
- Single database, solution, and software system.
- Streamlined reporting tool where user can tailor criteria of reports to populate specific information.
- Will capture all information, milestones, special education services of students. Phase 2 will include parents' access to SEDMS.
- NYCSA Portal will be expanded to allow parent ability to interact with software, review IEP & evaluations, allow digital signature, and submit referrals.
- Hired a team of digital architects, sociologists, engineers to create SEDMS and count flaws within current navigation of SESIS like issues with data entry, restrictions on moving forward in data entry process until if fields cannot be entered, with the thought of easier navigation when inputting IEP data.

Heather Dailey collects audience questions to send to John Hammer for follow up.

Questions/Answers:
- **SEDMS compliance or governance: Who or what governance entities are you working with to create security for SEDMS. Does it require certification? SEDMS team will return an answer to this.**
- **Parent interviews?**: Who made up the parent interview list. Jose Luis Rios managed parent interviews, parents of students of varying grades. CCSE members were not identified as parents for the interview.
- **Data input**: What fields in datasets would be required fields, is a system in place where if information is not entered will stop the data manager from inputting. Required fields are yes for DOE Staff (data field validation). Yes, there is compliance to ensure that all areas of an IEP are filled in. Parent facing portal is a portion of the project scope. Instant messaging will be a component where parents can communicate with teachers, etc.
- **Process if student IEP is not complete in NYCSA account**: In scope as part of parent portal is inter-communications between parent and staff. The project has 19 identified scopes in reaching completion.
- **Language Access**: current system has an option to elect nine different languages, will SEDMS continue this. YES Will the IEP be listed in multiple languages? This is unclear. Realtime IEP translations are not in current scope and dependent on the office of translation.
- **D75 community**: Engagement of families, providers, schools is a request that was placed. D75 has historically been siloed and information spread across many areas. Council requesting data-team to include supports for D75.
- **Data Security / Breaches**: With Pupil Path's recent data breach, what securities are in place with SEDMS that will secure our students' information. All security will be overseen by Chief Operations of Security and have protocols, requirements in place.
- **Access:** How will SEDMS allow users who do not interact with the students IEP the ability to view IEP, Evaluations, etc. Staff will be linked to students that they interact with.
- **Non-Public Schools**: Parents will have the same level of access through SEDMS. Currently, families of Non-Public schools do not have access to SESIS or CAP. A recommendation was placed to have SEDMS presentations for this cohort of parents.
- **Transition:** How is rollout going to encompass each system (transition, transportation, school building, therapeutic services, etc) that speaks to an IEP students daily life and incorporate them into a single database?

How long will that take. Integration, governance and checks. On cutover night, the legacy suite will turn over into SEDMS. It will not happen in tiers but as a whole.
- **Target dates**: Preliminarily 2024

**Paulette Healy is following up on a request from Enrollment with Sara Kliendhandler. The request was asked a few weeks back. **

Motions
Motion to place Resolution #6 (Resolution to appoint CCSE parent to CCHS in Calendar meeting and remove from Business Calendar meeting.
- Motion placed by Heather and second by Carolyn.
- Motion passes by 8 votes agreeing, 1 disagree (Erica)

Resolution to vote CCSE representative appointee to CCHS:
- Motion to accept the resolution from "hereby confirm to hereby choose" Anibal Torres as CCHS appointee placed by Paulette. Carolyn second motion.
- Motion passes with 9 agreements, and 1 abstain.

A motion was placed to table the Resolution to appoint CCSE representative appointee to CCHS so that Anibal Torres could be voted in.
- Heather Dailey made a motion to table Resolution to vote CCSE representative appointee to CCHS, Paulette second this motion.
- The motion passes unanimously

A motion was placed to vote on the Appointee to CCHS Anibal Torres
- Heather Dailey made a motion to vote CCSE representative appointee to CCHS, Francine second this motion.
- The motion passes unanimously

A motion to accept the resolution as written was placed by Paulette and second by Francine:
- The motion passes unanimously and Anibal Torres is the CCSE appointee to the CCHS.

Motion to close out the Calendar meeting. Placed by Carolyn and second by Cynthia.
The motion passes unanimously.

Calendar meeting closes - 8:45pm

Business Meeting - 8:46pm
- Roll call placed.
- Placement of timekeeper: Heather Dailey

Motions
A motion to table the minutes was placed by Francine and Cynthia
- Motion passes unanimously

Co-Presidents / Member Reports
Erika conceded co-presidents report
Ellen will provide a written report to Rose.
Paulette mentioned creating an enrollment committee in December.
Paulette concedes the remainder of her member report time to Rima Izquierdo
- Rima obtained a partnership with D75, YMCA of the Bronx to provide aquatics to D75 students
- Working on a swimming program for grade 2 at the Truman Campus
- Reached out to Special Olympics to train aquatics instructors and eventually start Saturday classes.

Committee Reports

Busing Committee Chair, Heather Dailey

- Met with Laura Barbieri with regards to a potential lawsuit re: busing.
- A busing survey has been created to share with parents and members of the IEP community with specificity to students with bussing placed in the IEP.
- First portion is a data collection.
- Parents can report anonymously.
- Second portion asks surveyors if they would be interested in attending the class action lawsuit.
- Would like to have all data collected prior to the oversight hearing in November.
- Reminder to add Rose as collaborator to form so since the Committee is a CCSE committee

Chancellor Town-Hall Meeting

The question was asked if the CCSE should have a town hall.

- Paullette shared dis-interest in having a town hall for failure to accept any comments from the public.
- Paulette has attended three separate town-halls and noted:
  - The Chancellor is often late and leaves early
  - The Chancellor has not offered a formal apology to the IEP community
  - The Chancellor has not made any effort to correct the behaviors against the IEP Community that he has created.
- Paulette has offered in place a discussion with Public officials that do support the IEP community like Rita Joseph, Benedetto, etc.
- Francine Almash also vocalized dissent regarding holding a town hall as an act of protest and suggested/supported holding an alternative, parent-centered event instead.
- Both Paulette Healy and Francine Almash noted they would not attend or participate in planning as an act of protest.
- The comments received mixed responses from Council Members. Cynthia and Sanayi raised the role of advocacy on behalf of families in our IEP community.
- Anthony Aguilar (FACE) clarified with the council by stating that the CEC/Citywide picks questions for the town hall. Public questions are submitted and the CCSE filters the questions out, ultimately deciding which questions get posed to the Chancellor.

Motion to vote on Town Hall with Chancellor Banks

- Sanayi placed a motion to vote on having a town hall with Chancellor Banks on March 7, 2023. Cynthia second the motion.
- Motion passes: 6 votes yes, 2 votes no, 2 abstentions

Motion to table Resolution #007, Co-Location of School

- Carolyn makes a motion to table Resolution #007, Paulette second this motion.
- Motion passes unanimously.

Motion to Adjourn Business Meeting.

- Carolyn makes a motion to adjourn, Cynthia second this motion.
- Motion passes unanimously.
- Meeting adjourns at 9:51pm