

# **New York State's Commissioner's Advisory Panel for Special Education Services March 3-4, 2022, Meeting Minutes**

Commissioner's Advisory Panel (CAP) for Special Education Services held its scheduled winter meeting March 3-4, 2022, via Zoom.

## **MEETING OF THE COMMISSIONER'S ADVISORY PANEL March 3<sup>rd</sup> at 9:00 a.m.**

### **Members Who Participated:**

Lynette Aqueron, Suryati Barnes, Natasha Bermudez, Kimberly Black, Naomi Brickel, Tim Bromirski, Harold Dean, Kathy Ralabate Doody, Kristen Dudek, Brett Eisenberg, Edward Escobar, Mary Jo Ginese, Michelle Gode, Alexis Harrington, Stacy Lyles, Barbara Martorana, Eileen Murtha, Jennifer Pankowski, Brian Pulvino, Raquel Schmidt, Alesia Simco, Kristie Stromecki, Mara Vanderzell, Mindi Wapner, Danielle Williams.

## **MEETING OF THE COMMISSIONER'S ADVISORY PANEL, March 4<sup>th</sup> at 9:00 a.m.**

### **Members Who Participated:**

Lynette Aqueron, Suryati Barnes, Natasha Bermudez, Kimberly Black, Naomi Brickel, Tim Bromirski, Harold Dean, Kathy Ralabate Doody, Kristen Dudek, Edward Escobar, MaryJo Ginese, Michelle Gode, Alexis Harrington, Stacy Lyles, Barbara Martorana, Eileen Murtha, Jennifer Pankowski, Brian Pulvino, Raquel Schmidt, Alesia Simco, Yvonne Sinisgalli, Kristie Stromecki, Mara Vanderzell, Mindi Wapner, Danielle Williams.

The following New York State Education Department (NYSED) staff also participated in the meetings: Assistant Commissioner, Office of Special Education (OSE), Christopher Suriano; OSE Director of Special Education Services, Joanne LaCrosse; Chief of Special Education Services, Eileen Borden; OSE Manager of Preschool Policy, Incident Management and Nondistrict Units, Suzanne Bolling; OSE Supervisor, Special Education Policy, Alison Conners; Associates/NYSED CAP Designees: Sandra Cote and Dawn Kalleberg; Assistant Data Director, Information and Reporting Services (IRS)/NYSED Coordinator of Federal Reporting, Kristin DeSalvatore.

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## **General Business**

Chairperson Edward Escobar called the meeting to order at 9:00 A.M and introduced the Executive Committee. This was followed by a review of Zoom participation tips by Dawn Kalleberg.

Members were asked to place their name and constituency in the chat box for attendance purposes. Members of the public were asked to identify themselves by including their name and affiliation in the chat box.

Alison Conners introduced NYSED staff participating in the meeting and reviewed the two-day meeting agenda.

## **Old Business**

December 2-3, 2021, Meeting Minutes

## **Executive Committee Report**

Chairperson Escobar informed members that the Executive Committee and NYSED staff continue to meet every two weeks to plan for future CAP meetings and develop processes and procedures to ensure CAP is meeting its responsibilities and providing members a voice.

Business Subcommittee is working on revisions to the CAP By-laws to better align with the restructuring of CAP that has occurred over the last few years. Chairperson Escobar also discussed the Executive and felt that the session was very successful. The Executive Committee will discuss holding similar sessions in the future.

Secretary Williams informed CAP members that the Executive Committee is working to communicate more effectively with members via the virtual platform and is open to suggestions to improve processes. Chairperson Escobar introduced Stacy Lyles, new charter school representative. Ms. Lyles has worked in charter schools for the past 10 years in the capacity of Special Education Coordinator and teacher.

Alison Conners informed members that NYSED will be sending out notification to those members whose terms that are ending on June 30, 2022, informing them that they may submit an application form if they are interested in being appointed to CAP for a new three-year term.

### **ACTION ITEMS**

#### **December 2-3, 2021, Meeting Minutes**

Secretary Williams provided a high-level summary of the December 2021 CAP minutes. Topics included Election of CAP Executive Committee Officers, Executive Committee work, feedback obtained through the stakeholder engagement process and member recommendations on the 2020-2025 State Performance Plan/Annual Performance Report (SPP/APR) Targets, member input on the identification of unmet needs and CAP priority areas for 2020-21, and CAP subcommittee reports. Members were given the opportunity to provide comments/corrections to the minutes. Chairperson Escobar asked members for a motion to accept the minutes. A vote was taken by Zoom poll.

**MOVED**, that the December 2-3, 2021, meeting minutes be approved.  
Motion by: Harold Dean

of required components of the application, including reporting on the description of the use of federal funds used for administrative and other State-level purposes, the required assurances that the state has policies and procedures in effect to comply with IDEA requirements and the identification of areas where the state exceeds federal requirements. Ms. Conners also explained the public participation requirements posting for 60 days, public comment accepted for 30 days. Members will be notified when the Part B application is posted.

In order to receive their Part B grant States must describe:

- How the amounts retained for State administration and State-level activities will be used to meet the requirements of IDEA (which covers services for students ages 3-21); and
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can remain on the waitlist

Executive Committee and then brought to CAP for discussion and a vote. Alison Conners informed members that the CAP website is in the process of being updated. NYSED will work with the Business Subcommittee to continue to make improvements to the website.

### **Standing Subcommittees**

1. **Legislative/Regulatory/Policy:** This subcommittee met in February 2022 and discussed legislation recently signed into law by Governor Hochul (S1662B and A3523A), which expands the scope of practice of Licensed Behavior Analysts to serve students beyond those with an autism diagnosis.

Seconded by: Barbara Martorana  
Action: Motion carried unanimously.

**Closing**

Chairperson Escobar adjourned the March 2022 CAP meeting.