

CDE MEETING AGENDA



COLORADO
Department of Education

VISION

All students graduate ready for college and careers, and prepared to be productive citizens of Colorado.

MISSION

Ensuring equity and opportunity for every student, every step of the way.



Meeting Logistics & Desired Outcomes

MEETING:	Special Education Fiscal Advisory Committee
DATE & TIME:	February 25, 2020, 1:00-3:00
LOCATION:	Zoom
MEETING LEAD:	Jon Paul Burden, Paul Foster
MEETING PARTICIPANTS: <i>(Who most needs to attend?)</i>	Heather Abraham, Sarah Belleau, Moira Blake, Melissa Bloom, Kim Boylan, Jon Paul Burden, Tamara Durbin, Paul Foster, Samantha Gallagher, Vicki Graham, Gina Lanier, Sandy Malouff, Nita McAuliffe, Carolena Steen, Lynnette Steinhoff, Callan Ware
MEETING OBJECTIVES: <i>(Is a meeting necessary to accomplish the objectives?)</i>	Open Meetings training & discussion; decision on public comment procedures; draft guidelines for SEFAC procedures; High Cost Trust Fund allocation discussion and vote

Agenda Items and Next Steps

TIME	AGENDA ITEM	NOTES & NEXT STEPS <i>(Be sure to include communications to those not at the meeting who need to know the results)</i>
1:00	Announcements, introductions	<ul style="list-style-type: none"> Introduced Melissa Bloom, Policy Analyst for CDE.
1:00	Open Meetings training and discussion with Melissa Bloom, CDE Policy Analyst	<ul style="list-style-type: none"> Colorado Open Meetings law - the idea is that public policy needs to happen in public. Administrative meetings (such as meetings between staff) does not need to be open. Public notice must be posted in a reasonable amount of time, at least 24 hours in advance (in SEFAC's case, via the website), agenda supplied when possible. Since SEFAC will be in executive session often, it must be announced with statute read aloud, motion to enter must be made, and 2/3 vote to enter executive session. There is no set procedures in statute for electronic meetings, such as Zoom. As long as the committee is transparent to the public in its function. Keep in mind that meeting minutes, information about committee members, are all subject to CORA requests. Having the committee members names listed on the website is transparent...meeting minutes are transparent by posting to the website. SEFAC does not need to operate as formally as the State Board. As long as access and notice are provided, the committee's meetings can continue as they always have. Open meetings DOES NOT mean the committee has to grant public comments or questions.
1:25	Committee discussion to follow and decision needed on public comment procedures.	<ul style="list-style-type: none"> SEFAC Public comment procedures: For electronic meetings, the committee will require 24 hour notice for the public to join the meeting by sending an email to Kim at CDE with a request to receive the Zoom link. For in-person meetings, members of the public can show up without advance notice, sign in, and have 3 minutes to speak to the committee, without interaction. Maximum 15 minutes for public comment, which will be built into each meeting agenda. Committee passes the motion for public comment procedures.

TIME	AGENDA ITEM	NOTES & NEXT STEPS <i>(Be sure to include communications to those not at the meeting who need to know the results)</i>
1:40	Discuss draft guidelines for SEFAC procedures	<ul style="list-style-type: none"> • Select a date in the summer to meet face-to-face to begin work on the bylaws. “When Available” poll will be sent to determine best date. Have draft bylaws ready by May, so the committee doesn’t need to start from scratch. • The fact sheet is to allow the committee to put in place the current procedures for high cost applications. A full discussion will take place at the summer meeting. In the meantime, the fact sheet will be converted to a Google doc, and will be disseminated to all members as a “comment only” document. The committee agreed this document is a good foundation from which to start.
2:15	High Cost Trust Fund allocation discussion and vote	<ul style="list-style-type: none"> • Motion proposed that the Committee does not seek to distribute current trust fund dollars in favor of building the account to such a threshold whereby annual distributions are substantial and meet or exceed the application thresholds. Motion proposed that this be determined at a future bylaw retreat and that a distribution priority method be developed at that time. Motion passes.
2:32	Good of the Order	<ul style="list-style-type: none"> • Meeting adjourned at 2:32pm. Next meeting, 4/2/20.