

11-21-08 minutes approved
1-23-09 task force meeting

Florida Developmental Disabilities Council Inc.
CD/ED Task Force Conference Call
November 21, 2008
1:00-2:10pm

Members Present

Kathy Henderson, , Judy Owen, , Renee Valletutti, , Jill McElyea, Lillian Sigler, Michelle Polland

Members Absent

Deborah Eunpu, Enrique Escallon, Jacky Needelman, Sandra Osborne, Selina O'Shannon, Susan Gold

Staff Present

Allison Cruz-Mitchell
Karen Pelham

- I. Meeting was called to order at 1:10 pm by Kathy Henderson.
- II. Roll call was completed by Adam Miller
- III. Review of Request of Funds

A. Special Education & Advocacy Workshops

The purpose of this project is to conduct 4-5 workshops in special education and advocacy with the Wrightslaw organization. The funds for this project would cover the expenses to host the workshops, speaker fees and event planner.

MOTION: A motion to approve the project for up to \$70,000 was made by Lillian Sigler with a second by Jill McElyea. Motion passes.

B. You Make a Difference

The purpose of this project is to recognize educators who demonstrate exemplary inclusive practices with students with developmental disabilities. The funds for this project would cover the expenses to promote the You Make a Difference event in 2009, the event planner, and to host the Event in 2010.

MOTION: A motion to approve the project for up to \$50,000 was made by Jill McElyea with a second by Judy Owen. Motion passes.

C. Universal Education Implementation

The purpose of this project is to contract with an entity to collaborate and work with 2-3 districts on implementing universal education practices. The entity would work with the districts to conduct a comprehensive assessment, develop a strategic implementation plan, and provide technical assistance to implement such plan.

MOTION: A motion to approve the project for \$100,000 was made by Rene Valetutti with a second by Judy Owen. Motion passed.

Discussion: Task force members discussed component of the project and assessment tools including Best Practices for Inclusive Education (B-PIE) the requested for Lillian Sigler to bring more information on the B-PIE to the January 23, 2008 CD/ED task force meeting. Judy Owen indicated that she was independently working with her local school district on implementing

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inclusive practices; should her activities create a conflict of commitment, she would recuse herself from working on the development of the universal education implementation project.

IV. Additional Funding for First Step

At the October 15, 2008 CD/ED task force meeting (and subsequently at the October 23, 2008, Executive Committee meeting), \$15,000 was approved for the printing, storage, distribution and postage of the First Steps publication. Based on the lowest bid obtained, (\$12, 925) for printing, only \$ 2,075 would remain for the other outlined services. Allison Cruz-Mitchell informed the task force members that additional funds are needed for storage, distribution and postage of the First Steps publication. As task force chair, Kathy Henderson has the authority to approve ten percent (10 %) above the original amount approved. In this case, Kathy approved \$1,500 of additional task force funds to cover such expenses.

Mrs. Cruz-Mitchell also informed the task force members that a Consumer Satisfaction Form would be included in the publication (as the first page) in order to obtain feedback from families. Families would be requested to return the form to the Council. Lillian Sigler recommended for the Council to use "business reply" to eliminate the cost for families to return the Consumer Satisfaction forms with the First Steps publication

V. CD/ED Program Manager

Mrs. Cruz-Mitchell updated the task force members on the progress of the search for a CD/ED program manager. Mrs. Cruz-Mitchell is currently in the process of conducting reference check.

VI. Resource Member

Kathy Henderson reported to the task force that she received an email from resource member, Deborah Eunpu, resigning from the CD/ED task force. Ms. Henderson indicated that she thanked Ms. Eunpu for her contribution to the task force.

VII. Adjournment

Without any further business to discuss, Rene Valetutti motioned to adjourn the meeting, seconded by Lillian Sigler. The meeting adjourned at 2:10 pm.