

September 26, 2013  
Quest Business and Conference Centers  
8405 Pulsar Place, Columbus, OH 43240

**AGENDA**

10:00 AM	<b>Call to Order</b> <ul style="list-style-type: none"><li>• Roll Call</li><li>• Welcome and Introductions</li></ul>	<b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Sue Zake,</b> <i>Director</i> <i>OEC</i> <b>Sandy Kaufman,</b> <i>OEC</i>
10:10 AM	<b>Panel Business</b> <ul style="list-style-type: none"><li>• Approval of SAPEC Meeting Minutes – June</li></ul>	<b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i>
10:25 AM	<b>Public Comment</b> <p>Opportunity for non-SAPEC members to comment on agenda items or other relevant items of interest.</p>	<b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i>
10:30 AM	<b>SAPEC Chairperson's Report</b> <ul style="list-style-type: none"><li>• Executive Committee Retreat Outcomes</li><li>• New Member Orientation</li><li>• SAPEC New Member Application</li><li>• SAPEC Meeting Evaluation Results– June 20, 2013</li></ul>	<b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i>
10:40 AM	<b>Office for Exceptional Children's Report</b> <ul style="list-style-type: none"><li>• Director's Update<ul style="list-style-type: none"><li>○ Introduction of New OEC staff</li><li>○ Ohio's Annual Performance Report (APR)</li><li>○ Ohio's Operating Standards</li><li>○ OEC's Onsite Monitoring</li></ul></li><li>• Other</li></ul>	<b>Sue Zake,</b> <i>Director</i> <i>OEC,</i> and <i>OEC staff</i>
11:30 AM–12:25 PM	<b>Ad Hoc Committee Discussions (SAPEC Learning or Information Items<sup>1</sup>)</b> <ul style="list-style-type: none"><li>○ General Supervision Ad Hoc Committee (see handouts)</li><li>• Small Group Discussions<ul style="list-style-type: none"><li>○ Each Ad Hoc Committee will divide into two groups for small group discussion of the topic(s) presented.</li><li>○ Each group will select a presenter, a recorder and a time keeper to support sharing and documentation of the group's recommendations.</li><li>○ OEC staff will serve as group facilitator to offer background information, answer questions and manage group discussion.</li></ul></li></ul>	<b>Sue Zake,</b> <i>Director OEC,</i> and <i>OEC Staff</i>

<b>12:30 – 1:15 PM</b>	<p><b>Working Lunch</b> Panel members will pick up lunch and return to their groups for continued discussion, summarize the group’s recommendations, finalize the comments that will be reported to the Panel during the afternoon session.</p>	
<b>1:15–2:00 PM</b>	<p><b>SAPEC Committee Reports</b> Each Ad Hoc Committee discussion group will have five minutes (5) to report the outcomes resulting from today’s discussion and next steps, as appropriate.</p> <ul style="list-style-type: none"> <li>• <b>General Supervision Ad Hoc Committee</b></li>   <li>• <b>Standing Committee Reports</b> <ul style="list-style-type: none"> <li>○ Membership Committee – New Member Application Process</li> </ul> </li> </ul>	<p><b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i></p> <p><b>Panel Members</b></p> <p><b>Elaine Siefing,</b> <i>Membership and Elections Committee</i></p>
<b>2:00-2:30 PM</b>	<p><b>SAPEC Learning or Information Items<sup>2</sup></b> Unmet needs that were reviewed by SAPEC’s Executive Committee and those introduced during the June 26, 2013 SAPEC meeting will be presented.</p> <ul style="list-style-type: none"> <li>• <b>Training for Paraprofessionals</b> <ul style="list-style-type: none"> <li>○ Overview of the process to define this unmet need</li> <li>○ Group decision and recommendations</li> <li>○ Panel vote</li> </ul> </li> </ul>	<p><b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i> <b>Tony Cochren,</b> <i>Member-At-Large</i></p>
<b>2:30-3:00 PM</b>	<p><b>Emerging Issues/Unmet Needs<sup>3</sup></b></p> <ul style="list-style-type: none"> <li>• Overview of SAPEC’s Unmet Needs Guidelines</li> <li>• Review revised guidelines for reporting an unmet need</li> <li>• Summary of Unmet Needs presented on June 26, 2013</li> <li>• Next steps</li> </ul>	<p><b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i> <b>Marsha Wiley,</b> <i>Policy Committee</i></p>
<b>3:00–3:15 PM</b>	<p><b>Agency Reports</b> Agency representatives will report on program initiatives, resources and collaborative activities that are of interest to SAPEC members.</p>	<p><b>Sandy Kaufman,</b> <i>OEC Staff</i> <b>Agency Representatives</b></p>
<b>3:15–3:25 PM</b>	<p><b>Member Announcements</b></p> <p><b>Future Agenda Considerations</b></p>	<p><b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i></p>
<b>3:25-3:30 PM</b>	<p><b>Closing Comments</b> <b>Motion to Adjourn</b></p>	<p><b>Mary Murray,</b> <i>SAPEC Chairperson</i> <b>Kate Kandel,</b> <i>SAPEC Vice Chairperson</i> <b>Sue Zake,</b> <i>Director, OEC</i></p>

<sup>1</sup> Information sharing and discussion of background information on new issues presented by OEC staff and/or other resource persons.

<sup>2</sup> Presentation of items introduced during a previous meeting that require action by SAPEC members.

<sup>3</sup> Informal discussion where SAPEC members identify and present “unmet needs and emerging issues” for discussion during SAPEC meetings.