The mission of Special Education Program Approval and Improvement Process is to improve educational results for all learners.

Seven Norms of Collaboration:
Pausing; Paraphrasing; Posing Questions; Putting Ideas on the Table; Providing Data; Paying Attention to Self and Others; Presuming Positive Intentions

8:30 Professional Development Segment:
Articles Discussion

9:30 Quick Stretch Break

9:40 Business Meeting Begins
• Joys, Concerns, and Tall Tales...
• Quick Review and Prioritization of Agenda Items; any additions?
• Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
• Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00 Quick Business Items:
• Review Minutes June 18th Management Team Meeting
• Sr. Management Team Update
• Preschool/Early Childhood Updates
• August Academy Presentation
• New date for Case Study Orientation – possibly change from 4/12 to 4/11
• Stewartstown IEP Review
• PSU Registration Forms
• Schedule Quarterly Meeting Dates (review 12-13 FM Data)
• Do we want to schedule dates for IEP Review Facilitators?
• Updates on Document Revisions
• Any Other Business Items?

11:00 Review and Discussion of DDE Report

12:00 Lunch

12:45 Brain Changer

1:00 Continued Discussion on Report
2:30  **Time to wrap up…**

- Review of Action Items
- “Review and Identify Agenda Items for August and additional July Management Team Meeting

  Possible topics:
  - Professional Development Segment
  - Quick Business Items
  - Brain Changer
  - Review and Discussion of FM Reports 2011-12
  - Updates and sharing of plans for initial meetings with 2012-13 districts
  - High School Graduation Requirements, Private Special Education Schools
  - Mission/Vision/Core Values
  - Assessing Our Management Team Norms
  - Management Team Coaching/Supervision

- Anything Else?
- Moment of Zen... What have we learned today and what impact does this have upon our work?
- Report Out from the Process Observer

3:00  **Adjourn**
NHDOE Program Approval and Improvement Process
Management Team Meeting
August 13, 2012
8:30 A.M. – 3:00 P.M.
Employee Conference Room

AGENDA

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8:30 Professional Development Segment:
Articles Discussion (Bob)

9:30 Quick Stretch Break

9:40 Business Meeting Begins
• Joys, Concerns, and Tall Tales...
• Quick Review and Prioritization of Agenda Items; any additions?
• Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
• Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00 Quick Business Items:
• Review Minutes July 16th Management Team Meeting
• Preschool/Early Childhood Updates
• Updates from the NHDOE
• PSU Registration Forms
• Updates on Document Revisions
• FM IEP Facilitator Training: Planning Session 8/30, Training 9/13
• Quick Update: NHASEA Conference Presentation
• Reminder, scheduling of private school visits
• Reminder, midyear corrective action monitoring (2011-12 sites)
• Any Other Business Items?

10:45 Focused Monitoring Reports 2011-12, Overview and Discussion
• Pelham
• Londonderry
• Mason
• Nashua
• Seabrook
• Newmarket

12:00 Lunch

12:45 Brain Changer (Colleen)

1:00 Updates and Sharing of Plans for Initial Meetings with 2012-2013 Districts/Private Schools

2:00 High School Graduation Requirements, Private Special Education Schools
Update and Generating of Questions for Clarification

2:45 Time to wrap up...
• Review of Action Items
• Review and Identify Agenda Items for September 17th Management Team Meeting. Possible topics:
  ✓ Professional Development Segment, Article Discussion
  ✓ Quick Business Items
  ✓ Brain Changer
  ✓ Assessing Our Management Team Norms
• Anything Else?
• Moment of Zen . . . What have we learned today and what impact does this have upon our work?
• Report Out from the Process Observer

3:00 Adjourn
NHDOE Program Approval and Improvement Process
Management Team Meeting
September 17, 2012
8:30 A.M. – 3:00 P.M.
Room 300

AGENDA

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Seven Norms of Collaboration:
Pausing; Paraphrasing; Posing Questions; Putting Ideas on the Table; Providing Data; Paying Attention to Self and Others; Presuming Positive Intentions

8:30        Professional Development Segment: Articles Discussion (Colleen)
“The Importance of Developing Communicative Competence”

9:30          Quick Stretch Break

9:40          Business Meeting Begins
• Joys, Concerns, and Tall Tales...
• Quick Review and Prioritization of Agenda Items; any additions?
• Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
• Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00        Quick Business Items:
• Review Minutes August 13th Management Team Meeting
• Preschool/Early Childhood Updates
• Focused Monitoring IEP Review Visits
• Updates on Document Revisions
• IEP Review Training Rescheduling
• PSU Registration Forms
• Update: Wavier/Smarter Balance Conference
• Update on NHDOE Meeting with Bureau of School Approval
• Any Other Business Items?

10:45        Review and Discussion of Assessment of Team Norms

11:15        Results of Focused Monitoring Survey (End of Year)

11:45        Case Study Evidence for Curriculum Alignment at Private Providers
12:15 Lunch

1:00 Brain Changer (Maryclare)

1:15 FM IEP Review – Determination Letters (NHDOE)

2:00 Updates from the NHDOE
   ✓ DDE Report
   ✓ Internal Data Report to guide FM IEP selections
   ✓ Other?

2:15 Document Review Update: Applications and others?

2:45 Time to wrap up...
   • Review of Action Items
   • Review and Identify Agenda Items for Tuesday, October 16th Management Team Meeting. Possible topics:
     ✓ Professional Development Segment, Article Discussion
     ✓ Quick Business Items
     ✓ Brain Changer
     ✓ Assessing Our Management Team Norms
   • Anything Else?
   • Moment of Zen . . . What have we learned today and what impact does this have upon our work?
   • Report Out from the Process Observer

3:00 Adjourn
NHDOE Program Approval and Improvement Process
Management Team Meeting
October 16, 2012
8:30 A.M. – 3:00 P.M.
Room 300

AGENDA

The mission of Special Education Program Approval and Improvement Process is to improve educational results for all learners.

Seven Norms of Collaboration:
Pausing; Paraphrasing; Posing Questions; Putting Ideas on the Table; Providing Data; Paying Attention to Self and Others; Presuming Positive Intentions

8:30  Professional Development Segment: Articles Discussion (DL)
   Teacher Leadership NCSD

9:30  Quick Stretch Break

9:40  Business Meeting Begins
   • Joys, Concerns, and Tall Tales...
   • Quick Review and Prioritization of Agenda Items; any additions?
   • Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
   • Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00 Quick Business Items:
   • Review Minutes September 17th Management Team Meeting
   • Preschool/Early Childhood Updates
   • Updates from the NHDOE
     ➢ Bureau of Special Education Technical Assistants/Areas of Focus
     ➢ Waiver Update
     ➢ Longitudinal Data Base/Internal Data Available for Selection of FM IEP Reviews
     ➢ Status of Document Reviews
     ➢ Case Study Compliance Review Reports, Suggestions for Improvement
     ➢ NHDOE IEP Compliance Reviews
     ➢ Feedback from NERRC regarding DDE Report
     ➢ Other?
   • Any Other Business Items?

10:45 Quarterly Reports on FM Sites/Review of FM Indicators
   ❖ Stewartstown
   ❖ Hillsboro-Deering
   ❖ Manchester
12:00  Lunch

1:00  Brain Changer (KS)

1:15  Quarterly Report on FM Sites – continued
  ❖ Pittsfield
  ❖ Hudson
  ❖ Winchester
  ❖ Milford

2:45  Time to wrap up...
  • Review of Action Items
  • Review and Identify Agenda Items for Tuesday, November 13\textsuperscript{th} Management Team Meeting. Possible topics:
    ✓ Professional Development Segment, Article Discussion
    ✓ Quick Business Items
    ✓ Brain Changer
  • Anything Else?
  • Moment of Zen . . . What have we learned today and what impact does this have upon our work?
  • Report Out from the Process Observer

3:00  Adjourn
AGENDA

The mission of Special Education Program Approval and Improvement Process is to improve educational results for all learners.

Seven Norms of Collaboration:
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8:30  Article Discussion (DL)
Teacher Leadership NCSD, (Connection to Our Program Approval Work)

9:30  Quick Stretch Break

9:40  Business Meeting Begins
• Joys, Concerns, and Tall Tales...
• Quick Review and Prioritization of Agenda Items; any additions?
• Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
• Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00 Quick Business Items:
• Review Minutes October 16th Management Team Meeting
• Preschool/Early Childhood Updates
• IEP Facilitator Training, Quick Reactions & Next Steps
• Status of FM Indicators
• Updates from the NHDOE
  ➢ Names of the DOE technical assistants
  ➢ Guidance from NERRC regarding DDE report
  ➢ HQT Questions, Pinkerton and Private School Consultant Roster
  ➢ EIS /Personnel Rosters for LEA’s
  ➢ Year II Follow Up Monies
  ➢ Follow up to e-mail messages:
    Lakeview, NHSEIS Letters, HQT Private School Consultants, Communication to LEA’s regarding expanded IEP reviews, other?
  ➢ Other
• Any Other Business Items?

11:00  NHDOE Expanded IEP Review Process
12:00  Lunch

1:00  Brain Changer (KS)

1:15  **Report Templates and Writing of Reports Case Study and FM IEP Compliance Review**
     Conversation to include suggestions for improvement, LEA/private school validation of findings, systemic and child specific findings, tracking of child specific findings

2:45  **Time to wrap up...**
     - Review of Action Items
     - January Agenda Items:
       - Professional Development Segment, Article Discussion
       - Quick Business Items
       - Brain Changer
       - What Else?
     - Moment of Zen . . . What have we learned today and what impact does this have upon our work?
     - Report Out from the Process Observer

3:00  Adjourn
The mission of Special Education Program Approval and Improvement Process is to improve educational results for all learners.

Seven Norms of Collaboration:
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9:00 Quick Opening Activity
“Black and Purple”

9:15 Business Meeting Begins
- Quick Review and Prioritization of Agenda Items; any additions?
- Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
- Review of Team Norms, and Selection of Norm to Observe during our meeting

9:30 “From the Balcony”…The Big Picture
- Purpose
- Goals
- Outcomes
- Alignment with DOE Initiatives
- Communication with Program Approval Team and LEAs
- Monitoring of effectiveness and impact upon student learning

9:50 Program Approval Team: Operation Components
- What data is needed?
- How should data be reported and monitored?

10:30 Quick Break

10:45 Current Challenges: Communication and Collaboration

11:00 Agreed Upon Next Steps

11:15 Time to wrap up…
- Review of Action Items
- Moment of Zen . . . What have we learned today and what impact does this have upon our work?
- Report Out from the Process Observer

11:30 Adjourn
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8:30  Article Discussion (EH)
Summary of the BSCS 5E Instructional Model Phase Summary

9:30  Quick Stretch Break

9:40  Business Meeting Begins
• Joys, Concerns, and Tall Tales...
• Quick Review and Prioritization of Agenda Items; any additions?
• Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
• Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00 Quick Business Items:
• Review Minutes November 13th Management Team Meeting
• Review Minutes of December 13th Meeting, with DOE regarding Compliance Reviews
• Preschool/Early Childhood Updates
• Status of FM Indicators
• Reminder Joe and Ed to present revised FM Survey in February
• Updates from the NHDOE
  ➢ EIS /Personnel Rosters for LEA’s
  ➢ HS Graduation Policy/Procedure Private Schools
  ➢ Private Providers access to Performance +
  ➢ DDE Report, Update on DOE Follow Up Action Plan
  ➢ Updates on DOE Desk Audits
  ➢ Critical Shortage Areas...Guidance
  ➢ Other?
• Any Other Business Items?

11:00  DDE Report, Management Team Review

12:00  Lunch
1:00  Brain Changer (Bob)

1:15  Updates on Case Study Compliance Reviews
   • Lakeview
   • Hunter
   • Cedarcrest
   • Easter Seals
   • Crotched Mountain
   • Spurwink
   • North Country Learning Center
   • Parker
   • Becket – Mt Prospect
   • Pinkerton

2:45  Time to wrap up...
   • Review of Action Items
   • February Agenda Items:
     ✓ Professional Development Segment, Article Discussion
     ✓ FM Quarterly Updates
     ✓ FM Survey to 2013 Districts
     ✓ Selection Process 2014 FM Districts
     ✓ Quick Business Items
     ✓ Brain Changer
     ✓ What Else?
   • Moment of Zen . . . What have we learned today and what impact does this have upon our work?
   • Report Out from the Process Observer

3:00  Adjourn
NHDOE Program Approval and Improvement Process
Management Team Meeting
February 11, 2013
8:30 A.M. – 3:00 P.M.
Room 300

AGENDA

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Seven Norms of Collaboration:
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8:30  Article Discussion (JD)
Smart RTI: A Next Generation Approach for Multilevel Prevention

9:30  Quick Stretch Break

9:40  Business Meeting Begins
• Joys, Concerns, and Tall Tales...
• Quick Review and Prioritization of Agenda Items; any additions?
• Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
• Review of Team Norms, and Selection of Norm to Observe during our meeting

10:00 Quick Business Items:
• Review Minutes January 14 Management Team Meeting
• Preschool/Early Childhood Updates
• Updates from the NHDOE
  ➢ Selection Process and Notification to 2014 FM Districts
  ➢ Updates on DOE Desk Audits
  ➢ Update on Report Templates and Process
  ➢ Other?
• Any Other Business Items?

11:00 Focused Monitoring Surveys to 2012-2013 Districts (JM & BG)

12:00 Lunch

12:45 Brain Changer (MCH)
1:00  **FM Quarterly Reports and FM Indicators**
- Hillsboro-Deering
- Hudson
- Manchester
- Milford
- Pittsfield
- Winchester
- Stewartstown

2:45  **Time to wrap up…**
- Review of Action Items
- March 18th Meeting Agenda Items:
  - Professional Development Segment, Article Discussion
  - Quick Business Items
  - Brain Changer
  - What Else?
- Moment of Zen … What have we learned today and what impact does this have upon our work?
- Report Out from the Process Observer

3:00  **Adjourn**
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8:30 Article Discussion (MCH)
“District Data Teams: A Leadership Structure for Improving Student Achievement”

9:15 Quick Stretch Break

9:30 Business Meeting Begins
- Joys, Concerns, and Tall Tales...
- Quick Review and Prioritization of Agenda Items; any additions?
- Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
- Review of Team Norms, and Selection of Norm to Observe during our meeting

9:45 Discussion on Preschool Practices in the FM Process with Ruth Littlefield
See attached topics for discussion

11:15 Quick Business Items:
- Review Minutes February 11th Management Team Meeting
- Updates from the NHDOE
  - Selection Process and Notification to 2014 FM Districts
  - Updates on DOE Desk Audits
  - Prospect Mountain Academy, JMA
  - Performance Plus, professional development for private providers
  - Private Special Education School, Policy and Procedure: Issuing of High School Diploma
  - Other?
- Any Other Business Items?

12:00 Lunch

12:45 Brain Changer (JD)
1:00  Review of NH Rules for the Education of Children with Disabilities (ST)

2:45  Time to wrap up...
    •  Review of Action Items
    •  April 8th Meeting Agenda Items:
        ✓ Professional Development Segment, Article Discussion
        ✓ Quick Business Items
        ✓ Brain Changer
        ✓ What Else?
    •  Moment of Zen . . . What have we learned today and what impact does this have upon our work?
    •  Report Out from the Process Observer

3:00  Adjourn
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9:30 Article Discussion
“Fewer, Clearer, Higher Common Core State Standards”

10:30 Business Meeting Begins
- Joys, Concerns, and Tall Tales...
- Quick Review and Prioritization of Agenda Items; any additions?
- Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
- Review of Team Norms, and Selection of Norm to Observe during our meeting

11:00 Quick Business Items:
- Review Minutes March 18th Management Team Meeting
- Date for fall IEP Review Facilitator training
- Updates from the NHDOE
  ➢ Selection Process and Notification to 2014 FM Districts
  ➢ Updates on DOE Desk Audits
- Any Other Business Items?

12:00 Lunch Break

12:45 Brain Changer (Bob)

1:00 Review and Final Plans for Case Study Compliance Review Orientation

1:30 Updates: Focused Monitoring Districts and Case Study Reviews

2:15 NH Networks and Related Topics

2:45 Time to wrap up...
- May 13th Meeting Agenda Items:
- Moment of Zen . . . What have we learned today and what impact does this have upon our work?
- Report Out from the Process Observer

3:00 Adjourn
AGENDA

The mission of Special Education Program Approval and Improvement Process is to improve educational results for all learners.

12:15 Business Meeting Begins

- Joys, Concerns, and Tall Tales...
- Quick Review and Prioritization of Agenda Items; any additions?
- Assignment of Team Member Roles: Facilitator, Recorder, Process Observer, Scribe/Parking Lot Attendant, Time Keeper
- Review of Team Norms, and Selection of Norm to Observe during our meeting

12:30 Quick Business Items:

- Review Minutes April 8th Management Team Meeting
- Updates from the NHDOE
  - Updates on DOE Desk Audits
  - Other?
- Any Other Business Items?

1:00 Review of Plans for FM Orientation May 16, 2013

1:30 FM Cardinals and Indicators

2:45 Time to wrap up...

- Review of Action Items
- June 17th Meeting Agenda Items:
  - Professional Development Segment, Article Discussion
  - Quick Business Items
  - Brain Changer
  - What Else?
- Moment of Zen . . . What have we learned today and what impact does this have upon our work?
- Report Out from the Process Observer

3:00 Adjourn
AGENDA

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9:30 Articles Discussion: Access, Ability, Grouping and Tracking (JD)
The Bottom Line on Student Tracking and Grouping Students by Ability

10:15 Business Meeting Begins
- Joys, Concerns, and Tall Tales...
- Quick Review and Prioritization of Agenda Items; any additions?
- Assignment of Team Member Roles: Facilitator, Recorder (D. Lurvey), Process Observer, Scribe/Parking Lot Attendant, Time Keeper
- Review of Team Norms, and Selection of Norm to Observe during our meeting

10:30 Business Items:
- Review Minutes, May 13 Management Team Meeting
- Updates from the NHDOE:
  - Plans for Desk Audits 2013-14
  - Indicator 17
  - General Reflections of 2012-13 Program Approval Activities
  - Other
- Status of FM Final Reports
- Contacts with 2013-14 Sites (FM Districts and Case Study Sites)
- Any Other Business Items?

11:30 Discussion of New Evidence Based Access, Participation and Progress Process

12:15 Break time/Brain Changer (BG)

1:15 FM Year End Survey (JM & BG)

2:15 Time to wrap up...
- Review of Action Items
- July 8th Meeting Agenda Items:
- Moment of Zen . . . What have we learned today and what impact does this have upon our work?
- Report Out from the Process Observer

2:30 Adjourn