



# NH State Advisory Committee on the Education of Children/Students with Disabilities Agenda

## NH SAC Meeting Agenda

DATE	January 3, 2024	TIME	5:00 to 7:05 PM
PHYSICAL LOCATION	Granite State College, 25 Hall Street, Concord, NH 03301   <a href="#">Map</a>		
VIRTUAL LOCATION	<a href="https://us02web.zoom.us/j/8653701343?omn=82647463317">https://us02web.zoom.us/j/8653701343?omn=82647463317</a> Meeting ID: 865 370 1343 Dial in: (646) 558- 8656 US (New York)		
PURPOSE	<i>"Advise the Department of Education (DOE) regarding unmet needs within the state in the education of children/students with disabilities."</i> <a href="https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-student-support/special-education/state-advisory-committee">https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-student-support/special-education/state-advisory-committee</a>		

TOPICS	TIME ALLOCATED	DETAILS
1. Call to Order	5 minutes (5:00 PM)	<ul style="list-style-type: none"> <li>The SAC Chair calls the meeting to order</li> </ul>
2. Approval of Minutes	3-5 minutes (5:05 PM)	<ul style="list-style-type: none"> <li>Review of minutes from the previous meeting.</li> <li>Approval of minutes from previous meeting.               <ul style="list-style-type: none"> <li>December 6, 2023, Meeting Minutes Draft</li> </ul> </li> </ul>
3. Discussion: NHED Compliance Monitoring System	15 minutes (5:20 PM)	<ul style="list-style-type: none"> <li>NHED Compliance Monitoring System               <ul style="list-style-type: none"> <li>Janelle Lavin, Administrator II</li> </ul> </li> </ul>
4. Presentation: Parent Information Center (PIC)	30 minutes (5:50 PM)	<ul style="list-style-type: none"> <li>Michelle Lewis, Executive Director</li> </ul>
5. Public Comment	5 minutes (5:55 PM)	<ul style="list-style-type: none"> <li>Members of the public will be asked to limit comments to 5 minutes.               <ul style="list-style-type: none"> <li>Public comment guidelines, as posted on NHED, are found in the resources section of this agenda.</li> </ul> </li> </ul>



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6. 2022-2023 Annual Report Tabled Vote	10 minutes (6:05 PM)	<ul style="list-style-type: none"> <li>Review, Discussion, and Voting of Reading Recommendations</li> <li>Review, Discussion, and Voting of Dispute Resolution/Due Process Recommendations</li> <li>Vote on the approval of the 2022-2023 Annual Report</li> </ul>
7. 2021-2022 Annual Report	5 minutes (6:10 PM)	<ul style="list-style-type: none"> <li>Review, Discussion, and Voting on the approval of the 2021-2022 Annual Report</li> </ul>
8. Legislative Update	30 minutes (6:40 PM)	<ul style="list-style-type: none"> <li>Discussion on bills related to special education</li> <li>Members correspondences</li> </ul>
9. New Business	3-5 minutes (6:45 PM)	<ul style="list-style-type: none"> <li>Discussion of new business: <ul style="list-style-type: none"> <li>Correspondence All 2023-2024 correspondence is available electronically at <a href="https://shorturl.at/aetw3">https://shorturl.at/aetw3</a>.</li> </ul> </li> </ul>
10. Old Business	3-5 minutes (6:50 PM)	<ul style="list-style-type: none"> <li>306 Minimum Standards for Public School Approval</li> <li>2024 15a Financial Statements are due to the NH Secretary of State by the third Friday in January <ul style="list-style-type: none"> <li>January 19th, 2024</li> </ul> </li> </ul>
11. Motion to move to Non-Public Session	2-4 minutes (6:52 PM)	<ul style="list-style-type: none"> <li>Under N.H. Rev. Stat 91-A:3, this meeting will move to a Non-Public Session <ul style="list-style-type: none"> <li>Roll call vote</li> </ul> </li> </ul>
12. Non-Public Session	10 mins (7:02 PM)	<ul style="list-style-type: none"> <li>Non-Public Session</li> </ul>
13. Motion to Return to Public Session	1 minute (7:03 PM)	<ul style="list-style-type: none"> <li>Return from a Non-Public Session to a Public Session</li> </ul>
14. Adjourn Meeting	7:05 PM	<ul style="list-style-type: none"> <li>The SAC Chair concludes the meeting</li> </ul>



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## 2023-2024 SAC Meeting Schedule

September 6, 2023	October 4, 2023	November 1, 2023	December 6, 2023
January 3, 2024	February 7, 2024	March 6, 2024	April 3, 2024
May 1, 2024	June 5, 2024		

## Meeting Norms and Resources

**HB 308:** *Relative to a quorum for meetings open to the public to include remote presence.*

<https://legiscan.com/NH/text/HB308/id/2806535>

**Roberts Rules of Order – Simplified**

[https://assembly.cornell.edu/sites/default/files/roberts\\_rules\\_simplified.pdf](https://assembly.cornell.edu/sites/default/files/roberts_rules_simplified.pdf)

**NH SAC Public Comment Guidelines**



<https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-student-support/special-education/about-sac>



[SACInfo@doe.nh.gov](mailto:SACInfo@doe.nh.gov)

The committee agenda includes a time when the public can comment on the committee's priorities and/or other issues they are interested in bringing to the committee. Public input can be delivered in several ways: by e-mail, written, or verbally at a committee meeting.

There are guidelines for input, such as:

- Be factual and objective; please do not mention a student and/or school staff by name.
- If appropriate, comment on positive things that are happening.
- Know the time on the agenda when public input is received.
- Limit comments to no more than five minutes
- Provide comments on things that need to improve; offer suggestions on how they can be improved.

**SAC Responsibilities from RSA 186-C:3-b**

- <https://casetext.com/statute/new-hampshire-revised-statutes/title-15-education/chapter-186-c-special-education/section-186-c3-b-advisory-committee-purpose-membership-terms-duties-meetings>
- NHED presentation on RSA 186-C:3-b:  
<https://www.education.nh.gov/sites/g/files/ehbemt326/files/inline-documents/2020-04/sac-duties-09122018.pdf>

**NHED State Performance Plan, Annual Performance Report and Indicators**

<https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-student-support/special-education/performance-plans>