

NCSEAM Advisory Board Meeting
 March 9-11, 2005
 AGENDA*

Premises: (1) The Advisory Board has directed that a significant amount of time be spent discussing focused monitoring – concepts, quality, non-negotiables, etc.
 (2) Each discussion session, facilitated by Marilyn Crocker, will have five general parts or steps: (a) key principles and concepts by lead author/Board member; (b) facilitated discussion ; (c) consensus building on key points leading to (d) reconsideration of the relevant section of the FMIC, and (e) designation of ‘Essential Characteristics’ by selecting certain items of the FMIC that have to be present to call a state’s model Focused Monitoring (in the opinion of the Advisory Board). When completed, the Advisory Board will have a new concept paper and FMIC.
 (3) The Board will consult on issues and concerns of NCSEAM staff, examine the products work plan including progress on the Parent/Family Involvement/Participation Measures, the results of the 3+2 Review, other information from OSEP, and relevant upcoming events.

Day One: March 9 Wednesday		
Expected Result for Wednesday: NCSEAM has significant input from interested Advisory Board members related to the two workgroups and attending Board members are well-informed.		
Time	Topic	Leaders
1:00 to 4:30 pm Locations within the meeting hotel (Pere Marquette) to be announced	Workgroup Meetings 1. Parent/Family Involvement/Participation Measure: Status Report & Input 2. Educational Benefit: What is a Good Monitoring Report & Corrective Action Plan?	1. Batya Elbaum & Lisa Persinger 2. Sandy Schmitz, Sharon Walsh, & Mark Mlawer
Ask Yourself: Was the Expected Result for today Achieved?		
Day Two: March 10, Thursday		
Time	Topic	Leaders
8:15 to 8:45	Introductions and Review of the Agenda	Including Marilyn Crocker, meeting facilitator
8:45 to :9:30	Greetings from OSEP (including 3 + 2 Report)	OSEP
Expected Result for Thursday: The NCSEAM Advisory Board has defined Focused Monitoring from their consensus perspective and designated the imperative (ESSENTIAL) and measurable characteristics. Each session proceeds from discussion of the particular section of the Advisory Board’s revised concept paper to consideration of the section of the <u>Focused Monitoring Implementation Checklist</u> (wording, definitions, Designating Essential Items). These activities will be supported by the facilitator, Marilyn Crocker .		

Time	Topic	Leaders
9:30 to 9:45	Ground rules and general format	Marilyn Crocker
9:45 to 10:30	General Discussion: Corrective Actions, Incentives, & Sanctions	Leslie Seid-Margolis (w/Sharon Walsh)
10:30 to 10:45	Break	
10:45 to 12:00	General Discussion: Concept of Focused Monitoring – Data Analysis & Use	Brian McNulty (w/Jane Nell Luster)
12:00 to 1:00	Lunch	
1:00 to 2:00	General Discussion: Concept of Stakeholders	Jim Tucker (w/Sharon Walsh/Sandy Schmitz)
2:30 to 2:30	General Discussion: Focused Monitoring On-Site Process (including reports)	Mark Mlawer (w/Sandy Schmitz)
2:30 to 2:45	Break	
2:45 to 3:45	Continued Discussion: Focused Monitoring On-Site Process (including reports)	Mark Mlawer (w/Sandy Schmitz)
3:45 to 4:30	Recap: What is Focused Monitoring as defined by NCSEAM Advisory Board?	Marilyn Crocker (w/Alan Coulter)
Ask Yourself: Was the Expected Result for today achieved?		
6:00 to 9:00	Networking Session – Hotel St. Louis, 730 Rue Bienville, 504-200-3110	
Day Three: March 11, Friday		
Expected Results: NCSEAM Advisory Board members are informed and have provided significant input on NCSEAM’s activities related to monitoring accountability		
Time	Topic	Leaders
8:30 to 10:15	State Performance Plans & Related Items Discussion	OSEP
10:15 to 10:30	Break	
Advice & Counsel from the NCSEAM Advisory Board to Staff		
Time	Topic	Leaders
10:30 to 11:00	Development Plan Update on Parent/Family Involvement/ Participation Measure	Batya Elbaum & William Fisher
11:00 to 12:00	We Need Advice: Highlights from Work with	NCSEAM Team (Alan, Jane Nell Luster, Sandy

	Project Partners: Accomplishments, Challenges, & Priorities for '05 Review/Discussion NCSEAM Product	Schmitz, Sharon Walsh, & NCSEAM Advisory Board members)
12:00 to 1:00	Lunch	
1:00 to 1:20	Update on Early Childhood Outcomes Center	Kathy Hebbeler
1:20 to 1:40	Update on Westat Project "Evaluation of States' Monitoring & Improvement Practices Under IDEA"	Marsha Brauen, Project Director
1:40 to 2:10	Review of Parents As Monitoring Team Members Modules	Sandy Schmitz & Linda Goodman
Ask Yourself: Was the Expected Result for today achieved?		
2:10 to 3:00	Agenda Setting for November Meeting (11/16 to 18/05) @ Hotel St. Louis	Alan Coulter