COMMISSION ON SECLUSION & RESTRAINT IN SCHOOLS

May 2, 2017
IDOE Offices, 6th Floor, PNC Building
115 W. Washington Street
Virgil Grissom Conference Room
2:00 p.m.

Meeting Minutes

<table>
<thead>
<tr>
<th>Commission Member Name</th>
<th>Title</th>
<th>Organization</th>
<th>Present (Y/N); note if by phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kelly Wittman</td>
<td>Chair</td>
<td>Indiana Department of Education</td>
<td>Y</td>
</tr>
<tr>
<td>Dr. Denis Ward</td>
<td>Co-chair</td>
<td>Assoc. of Public School Superintendents</td>
<td>N</td>
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<tr>
<td>Dana Renay</td>
<td>Member</td>
<td>Autism Society of Indiana</td>
<td>N</td>
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<tr>
<td>Kim Dodson</td>
<td>Member</td>
<td>ARC of Indiana</td>
<td>Y</td>
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<tr>
<td>Joan McCormick</td>
<td>Member</td>
<td>ICASE</td>
<td>Y</td>
</tr>
<tr>
<td>Stephen McCaffrey</td>
<td>Member</td>
<td>Mental Health America</td>
<td>Y</td>
</tr>
<tr>
<td>John Elcesser</td>
<td>Member</td>
<td>Nonpublic Education Association</td>
<td>Y</td>
</tr>
<tr>
<td>Nicole Hicks</td>
<td>Member</td>
<td>Parent</td>
<td>Y</td>
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<tr>
<td>Vacant</td>
<td>Member</td>
<td>Parent</td>
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Attendance: (Non-commission members):

Mike Moore-Director of Legal Affairs
Marsha Bugalla-General Counsel
Leslie-Ann James-Public Records Officer
Mauricia Crutcher-Legal Assistant (Minute taker)
Jeff Wittman-DOE Student Services
A. Meeting notes from 2.16.17

Motion made by: John Elcesser
2nd by: Kim Dodson
Approved 6Y-0N

B. New Policies

Roberts Rule of Order

- Every looked at the draft copy of this policy. It is a standard policy stating we would follow Roberts Rules. Since the commission might be taking on more with the new Senate Bill.
- As policies are approved the Commission will keep a book of the policies.
- Marsha gave a brief description of what this is and its normal for most school board etc. These rules are good to fall back on when the commission hits a snag in a meeting.
- Commission decided to adopt this policy for today and future meetings.

Policy Adopted: May 2, 2017
Motion to Approve by: John Elcesser
2nd by: Joan McCormick
Approved 6Y-0N

Public Comment:

- Commission reviewed a drafted policy about public comments made from the commission.
- Noted to change #7 to “Comments shall be directed to the Commission Chairperson, in regards to who will handle public comment in regards to the commission.”
- Question was brought up about allowing comments in writing. Decided that was not a good idea.
- #6 states no individual may speak more than once on the same topic, clarification was made that the public may speak about each topic, but they must refrain from referring back to a topic that they have already been given time to talk about.
- Kim brought up that 4, 5 and 6 are more stringent. Kim also didn’t agree with #5 that states “a person would only have 3 minutes to make their statement.” Kim was concerned if someone might need a longer time for some subjects.

Policy Adopted: May 2, 2017
Motion to approve by: Joan McCormick
2nd: John Elcesser-with amendment to #7 of the policy
Approved: 5Y-1N

C. 9th Member

- Robin Leclair-only name submitted for parent with a child who does not have a disability.

Motion to approve: Kelly Wittman
2nd: Kim Dodson
D. Senate Bill 61

- This bill requires an SRO to be added to the commission. Commission needs to reach out to the Indiana School Resource Officers Association for this appointment. This needs to be completed before any changes to the manual or data collecting issues can be modified. They won’t be effective until July 1, 2017. This person can participate informally if we find someone before July 1, meaning they cannot vote. Chairperson Kelly asked Mike and Marsha to reach out to the SRO’s Association to find out who the association would like to appoint to as a representative on the Seclusion and Restraint commission. This will make the commission at 10 members.
- Commission has now been granted emergency rule making authority. The model plan commission has the authority to revise and modify which will need to address SRO due to this bill. This will effect reporting. The commission needs the appointed SRO representative in order to make any rule/policy changes.
- It was decided the commission should do the rules first then update the S&R Commission model plan. No deadline for the emergency rule, but the new rules take effect November 15.
- At the next meeting a definition of the SRO will be provided.

E. Next Meeting Date

- Discussion of Rules and Plan:
- Date: June 12th at 2:00. This will be a 3 hour meeting. If the SRO member will not be able to make it, an email will be sent out.

F. No public comments

G. No commission comments

Motion to end meeting-Kim Dodson
2nd by: Steve McCaffrey
Meeting adjourned Approved: 6Y-0N