

MINUTES OF THE SIG STEERING COMMITTEE  
June 8, 2004

Meeting #3  
GEF 3  
Insurance Commission Board Room  
Madison, Wisconsin

The meeting was facilitated by Deborah Bilzing.

1. **ATTENDANCE**

- A. Steering Committee members:  
Ruth Ann Landsverk, Basimah Abdullah, Susan Albert, Patricia Yale, Jenny Gilles, Peggy Helm-Quest, John Triphan, Nissan Bar-Lev, Eileen Dagen, Janis Serak, Sue Wellnitz, Mark Dyar, Tom Kratochwill, Stephanie Petska, Linda Tuchman, Joanne Huston, Mary Skadahl, Deborah Bilzing
- B. Absent Members:  
Liz Lahm, Tom Hefferon, Wally Byrne, Deborah Keys, Bert Chiang, Sue Enoch, Jessica Clark, Phil Knobel, Don Stevens, Patricia Vickman, Jennifer Ladveck, , Laura Owens, Grace King
- C. Guests:  
Jim Frasier, Steve Gilles, Paula Volpiansky, Jill Haglund, Pat Bober, Judy Stowell

**MEETING MINUTES**

The meeting was called to order and introductions were made.

The steering committee welcomed newer members, Basimah Abdullah, Joanne Huston and Patricia Yahle. Grace King is also a new member but was unable to attend the meeting as she was graduating from the Wisconsin Center for the Blind and Visually Impaired. Grace will hopefully join us for our next meeting.

Next, the steering committee reviewed minutes from the February meeting. There being no corrections or additions, the committee began its review and discussion on SIG goals and the Specific Indicators of Success for Student Outcomes (buff colored handout). Here is the list of the eleven 5 Year Target Outcomes:

1. *80% of the young children with disabilities served in natural environments will demonstrate proficient or appropriate developmental levels on their IFSPs and Individualized Education Programs (IEPs).*
2. *Young children with disabilities will experience 40% fewer daily transitions as a result of receiving services in community settings.*
3. *70% of young children with disabilities, ages 3-5, will be served in Early Childhood General Education settings, or other natural settings.*
4. *85% of young children will have a “birth-3 to school” transition planning conference.*
5. *90% of parents surveyed will indicate a high degree of satisfaction with the quality of and their involvement in their child’s special education program.*
6. *Students in the ten SIG pilot Collaborative Problem Solving Process (CPSP) schools will demonstrate a 5% increase in reading and math proficiency scores (minimal to basic to proficient) on the Fourth and Eighth Grade Wisconsin Knowledge and Concepts Examinations (WKCE).*
7. *Students in the pilot CPSP schools will demonstrate a 5% decrease in suspension and expulsion rates.*
8. *Students in the pilot CPSP schools will demonstrate a 5% decrease in drop out rate.*
9. *Students in the pilot CPSP schools will demonstrate a 5% increase in graduation rate.*
10. *The percent of students with disabilities who enroll and graduate from postsecondary education schools will increase by 20%.*
11. *The percent of students with disabilities who secure employment after high school graduation will increase by 60%.*

Since the last steering committee meeting there has been a lot of discussion among partners in the various target groups around these eleven “specific indicators” as outcomes to be used as a measurement for success. Questions like:

- Can we collect data to show progress on these indicators?
- Are these the best indicators to realizing success in reaching our vision and mission?
- Are projects and activities aligned with these indicators?
- How were these numbers and percentages arrived at?
- How come there are no indicators addressing parents?

One of the steering committee members indicated since the SIG model is student oriented all of the indicators are student focused but the

means to reaching them are the process variables including parent participation and highly qualified educators, etc. Dr. Kratochwill offered this as a potential model to use to describe the Specific Indicators:

Indicator: students in pilot schools will demonstrate a decrease in suspension and expulsion rates

Baseline: Current state suspension and expulsion rate

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Project Goal: Reduce suspension and expulsion rate by 5%.

Sig Project Components that target the project goal: e.g. EOCA, Transition.....

In putting some closure to this part of the agenda, the committee was asked to review the outcomes listed in relation to our overall mission to:

***“ensure that young children with disabilities, birth-5, receive special education and related services from well-trained personnel in a rich array of appropriate natural environments to reach their full potential and developmental milestones and that all students, including students with disabilities, meet high standards for academic performance in reading and math and personal behavior and finally, that students with disabilities, ages 14 and older, will develop critical skills and access opportunities that will enable them to become independent, productive, and included citizens in society”.***

The committee was also asked to keep in mind that this same discussion is going on among all of the target groups. If the steering committee as well as the various partners and target groups feel changes are needed, recommendations must be made and sent to OSEP with our Year End Progress report due in September. After this time we can no longer make any changes in outcomes or goals. The steering committee was asked to take some time over the next few weeks to review these indicators and get back to Deborah with questions or comments.

Next, Internal SIG workgroup members provided updates from the three target areas along with handouts. If you have questions please contact individual internal workgroup members.

During lunch steering committee members had an opportunity to connect and share with each other.

After lunch Nissan Bar-Lev, SIG web designer, presented an update about our SIG website. There was an extensive discussion about the SIG web site, what it is, and what it does, who can and who does access it, do we need a specific search engine, can we make better use of portal-links instead of posting documents. The steering committee also discussed using focus groups to help us formulate a specific concept for the website. Nissan will be meeting with the Internal Workgroup to discuss these questions and come up with a plan for the site and bring recommendations back to the steering committee.

The meeting ended with participants sharing announcements and upcoming current events or activities other members might not be aware of. As a result, members were reminded to visit the SIG website, [www.wisconsinsig.org](http://www.wisconsinsig.org), which will continue to provide members with current and more detailed information, in addition to providing steering committee members an opportunity to provide valuable feedback about the site.

Action Plan/Agenda items for the next steering committee meeting include:

1. Update on the Specific Indicators and Outcomes for SIG
2. Update on discussion of the Web site
3. Begin Draft of the brochure
4. Other....or next steps.

**The next scheduled Steering Committee meeting is set for February 8, 2005, but I would like to have another one before that date to update members on the status of the Specific Indicators as well recommendations of the web site. Since our next Celebration is set for August 10, 2004 I would like to schedule a steering committee meeting either the afternoon before (August 9) or early evening after the Celebration on the 10<sup>th</sup>. Please me directly at: [deborah.bilzing@dpi.state.wi.us](mailto:deborah.bilzing@dpi.state.wi.us) to let me know your preference for a date.**

Meeting adjourned at 2: 10 pm.

Deborah