

# 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

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

Attendance: (Non-commission members):

- Mike Moore-Director of Legal Affairs
- Marsha Bugalla-General Counsel
- Leslie-Ann James-Public Records Officer
- Maurcia Crutcher-Legal Assistant (Minute taker)
- Jeff Wittman-DOE Student Services

# Agenda

## A. Meeting notes from 2.16.17

Motion made by: John Elcesser

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup>: John Elcesser-with amendment to #7 of the policy

Approved: 5Y-1N

## C. 9<sup>th</sup> Member

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

Motion to approve: Kelly Wittman

2<sup>nd</sup>: Kim Dodson

Approved: 6Y-0N

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 12<sup>th</sup> 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  
2<sup>nd</sup> by: Steve McCaffrey  
Meeting adjourned Approved: 6Y-0N