



GOVERNOR'S ADVISORY COUNCIL FOR EXCEPTIONAL CITIZENS (GACEC)
Leadership Committee Meeting
6:00 PM, May 1, 2025
VIRTUAL MEETING

MEMBERS PRESENT: Al Cavalier, Bill Doolittle, Tika Hartsock, Jessica Mensack, Molly Merrill, Trenee Parker, Erika Powell, and Jennifer Pulcinella

STAFF PRESENT: Pam Weir/Executive Director

MEETING NOTES: The meeting was called to order at 6:05 pm. The agenda for tonight's meeting and the minutes from the March meeting were unanimously approved.

Pam discussed the creation of a policy manual for the GACEC, emphasizing the need for buy-in and input from all members. She suggested reviewing other agencies' operations policy manuals for guidance. Molly suggested looking at statewide policies and reaching out to similar agencies for potential models. Pam also mentioned the need to review the personnel policy manual with the personnel committee. The group discussed the importance of having a policy manual for new members and for decision-making. Pam discussed the policy manual draft, attendance policy, nomination process, and policy review rubric. She asked team members to review these documents and provide feedback within the next three weeks. Members can provide track changes in Teams or send email to the staff with feedback. The team also discussed the leave of absence process, which was reviewed by the Membership Committee. Pam emphasized the importance of focusing on content and suggested that the formatting would be like the State of Delaware policy manual. The Committee will not share any policy or process documents with the full Council until they are all in agreement that it is in good shape.

Pam asked the Committee to review the Public Education Funding Commission website and prepare for upcoming discussions. Bill Doolittle emphasized the need to be prepared for upcoming discussions on public education funding, as the framework is being created and will soon require specific areas of concern to be addressed within the formulas they are using.

The Committee discussed the challenges with the Infinite Campus data system, with Tika expressing concerns about the impact on families and the lack of clear updates. They discussed the need for a full briefing on Infinite Campus, with special attention to the areas impacting children with disabilities. The Committee also discussed the need for a real timeline of when these concerns would be resolved. They emphasized the importance of maintaining the full educational record of students, as it is a legal obligation. Erika raised concerns about the lack of training and resources provided to districts before the implementation of the new system. She also mentioned that all special education coordinators in their district were instructed to have a

Google file for each student. Tika shared that they take copies of Individualized Education Program (IEP) documents and put them in folders, and they anticipate having to download all the students' documents from Power School and upload them into a Google Drive. Jessica suggested that someone from Infinite Campus should attend the full Council meeting to provide an update. Pam agreed to ask Dale for an update on Infinite Campus and encouraged the Committee to send their questions in advance of the next meeting.

The Committee revisited the issues with Boards and Commissions, in respect to appointing new Council members. They have not communicated that they will accept or reject the vetting process GACEC has presented to them to appoint new members to the GACEC. They decided to have Pam reach out to Jon Sheehan to see if he would be able to help in the situation and maybe get clarification. She will reach out and schedule a meeting with Jon and the Leadership Committee.

NEXT MEETING: The next meeting is scheduled for June 3, 2025, at 6pm.

ADJOURNMENT: The meeting was officially adjourned at 7:00pm.

OLD ACTION ITEMS:

1. Pam to meet with Trenee to discuss how the Child Protection Accountability Commission structure could potentially be applied to the GACEC.
2. GACEC to collaborate with DSAAPD and DHSS on mapping disability resources and services.
3. Pam to look into potential funding options for GACEC retreats, including exploring MOUs with other state agencies.
4. Pam to set up a meeting with DOE Secretary Martin to discuss GACEC's areas of focus and collaboration with the Department of Education.

NEW ACTION ITEMS:

1. Leadership Committee to prepare for discussions on public education funding.
2. Leadership Committee to review Regulation 929 in preparation for upcoming discussions.
3. All Committee members to review and provide feedback on the policy documents by May 22nd.
4. Pam to ask Dale to provide a comprehensive update on Infinite Campus at the May full Council meeting and include someone from the Infinite Campus team
5. Pam to contact John Sheehan regarding the Boards and Commissions member application process
6. Pam to send the link to the State of Delaware employee policy manual to all Committee members