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*SESA provides consultation and training to support the unique educational needs of individuals and the Alaskan communities that servethem.*

## **BOARD OF DIRECTORS MEETING**

*Face to Face*

Monday, March 2, 2020

9:00 AM - 10:40 AM

### **WORK SESSION NOTES**

**The Board reserves the right to enter into Executive Session for matters allowed by law.**

#### **1. Maggie Winston Vacating Member Position**

Patrick Pillai, Executive Director

- **Maggie accepted a position as a Health Program Manager with the State of Alaska Intellectual & Developmental Disabilities Unit.**
- **A letter of farewell and appreciation was sent to Maggie from the Board.**

#### **2. Union Negotiations**

Patrick Pillai, Executive Director

- Union Negotiations were held on March 15, 2020.
- SESA attorney, Saul Friedman, will present an update to the Board during a Board Special Session Meeting on March 24, 2020

#### **3. Procedure and Process for Technical Assistance**

Patrick Pillai, Executive Director

- SESA follows the Federal Technical Assistance guidelines for providing services to students. This includes three levels of assistance: intensive, targeted technical, and general. These levels of assistance were designed to enable agencies to efficiently provide services to the students that need them.



- A case analysis framework, researched by Olivia Yancey (program administrator) will be implemented to allow SESA specialists to learn and benefit from shared technical assistance experiences

#### **4. Internet Traffic Analysis**

Patrick Pillai, SESA Executive Director

- The upload and download speeds have been sufficient to meet SESA's needs so no change will need to be made.

#### **5. Legislative Audit Update**

Patrick Pillai, SESA Executive Director

- Audit proceeding well. Exit interview anticipated in late March or early April.

#### **6. Resolution to Audit Report Findings**

Patrick Pillai, SESA Executive Director

- SESA addressed the recommendations made on the June 2012 sunset review.
- SESA received one time grant awards in FY13 and FY19 to ensure it was operating and funded as intended by the legislature.
- SESA amended its plan of operation to be in full compliance with Alaska statutes.
- Changes were made to the Board policy to address the supervision, evaluation, and permission necessary for employment of family members.
- SESA adopted the state's ethics policies for certified and non-certified staff.
- SESA defined a "reasonable" public notice as no less than 10 calendar days.

#### **7. Board Discussion**

Board Members



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- Board Members discussed the audit and the benefits of informing new members of the procedures involving audits and sunset reviews so they know what to expect.
- Board Members discussed the concept of a Board orientation manual that describes the agency, its functions, most recent audit results, future goals, etc.
- Executive Director discussed the benefits of having the Association of School Boards do a review of the SESA Board Policies.