



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: February 24, 2020
To: County Superintendents
County Supervisors of Child Study
Route To: District Directors of Special Education
From: Peggy McDonald, Ed.D., Assistant Commissioner
Division of Student Services
Deadline: March 13, 2020

The State Special Education Advisory Council (SSEAC) Is Seeking Members

The Department is requesting your assistance in identifying parents and advocates to sit on the State Special Education Advisory Council (SSEAC) beginning in September 2020. The purpose of the SSEAC is to provide guidance on special education and related services to the Commissioner of Education. Members of the council are appointed by the State Board of Education in accordance with the federal Individuals with Disabilities Act (IDEA) and state law NJSA 18A:46-2.

The council must consist of a minimum of seven and a maximum of fifteen members. Additionally, half of the council members must be either a parent of a child with a disability or a person with a disability. Potential members must come from fifteen categories as outlined by the federal guidelines. These are included on the attached membership application. Regional representation is also considered.

At the present time, SSEAC is looking to fill up to four positions. Appointments are for a two-year term and are renewable for up to six years in total. Meetings are held from September to June on the third Thursday of the month from 9:00 a.m. to 1:00 p.m. in a Trenton area location. Monthly attendance is a requirement. Members are volunteers and are not reimbursed for their services. The council meetings are open to the public.

Interested candidates may look for additional information about SSEAC [here](#).

The application form along with the candidate resume should be returned to Paul Fogarty via email at Paul.Fogarty@doe.nj.gov or mailed to Paul Fogarty, Office of Special Education, PO Box 500, Trenton, New Jersey 08625-0500 by March 13, 2020. Questions should be directed to the same email address or by telephone at 609-376-3733.

c: Peggy McDonald
Kim Buxenbaum

Information for Potential SSEAC Members:

- Two-year term, renewable for three terms (potential six-year commitment). Approved by the State Board of Education

- Ten yearly meetings (September to June)

Thursday, September 17, 2020

Thursday, October 15, 2020

Thursday, November 19, 2020

Thursday, December 17, 2020

Thursday, January 21, 2021

Thursday, February 18, 2021

Thursday, March 18, 2021

Thursday, April 15, 2021

Thursday, May 20, 2021

Thursday, June 10, 2021

- Meetings begin at 9:30 a.m. and normally conclude at 11:30 a.m. A deli lunch is served at the conclusion of the meeting. Committee meetings are conducted after the conclusion of the meeting over lunch. Coffee is provided in the morning; breakfast is not
- Meetings are conducted at the Robert Wood Johnson Fitness and Wellness Center in Mercerville, New Jersey
- Meetings are open to the public
- Meeting Agenda's and Minutes are posted to the NJ DOE [website](#)

The Federal statute establishing SSEAC:

In accordance with the federal Individuals with Disabilities Education Act (IDEA), the Governor, or his designee, is required to appoint a state advisory panel consisting of persons representing both providers and receivers of services for children with educational disabilities. The purpose of the advisory council is to provide guidance on special education and related services. By law, the council is charged with:

- Advising the Commissioner of Education on the unmet educational needs of pupils with disabilities within the state;
- Commenting publicly on the following issues with regard to the education of pupils with disabilities:
 - a. the annual state performance plan,
 - b. proposed rules and regulations,
 - c. procedures for distribution of funds.
- Assisting in the development and reporting of such information and evaluations as may assist the Commissioner of Education in performing his responsibilities related to the education of pupils with disabilities.
- Advising the Commissioner of Education on the development of corrective action plans, and
- Advising the Commissioner of Education on the development/implementation of policies related to coordination of services.

The State statute:

State law (NJSA 18A:46-2), provides that the Commissioner of Education shall appoint and work with a council of no more than fifteen members. The members of the Council work in collaboration with the director of the Office of Special Education Programs. There are also several resource representatives from various state agencies. Members are appointed for a minimum of two-year terms that can be renewed for a maximum of three terms. Each appointment to the council must be confirmed by the State Board of Education. This is a volunteer position.

**State Special Education Advisory Council (SSEAC)
Application Form**

Name:

Home address:

County of residence:

Cell phone #:

Email address you would prefer to be used for contact:

Current employment position/role:

Employer name:

Employer address:

Work phone:

County of employer:

Agency represented (Resource Members):

Please click in the box for **ALL** that apply:

Parent of a child with a disability (up to age 26)

Student with a disability

Person with a disability

Special Education Supervisor/Director

Special Education Services Administrator/Provider

Special Education Teacher

General Education Supervisor/Administrator

General Education Teacher

- Member, Child Study Team
- Physician/Medical Professional
- Private School Administrator/Teacher
- Charter School Administrator/Teacher
- Advocacy Group Employee
- Advocacy Group Volunteer
- Higher Education Administrator/Professor

What is your race/ethnicity? This information is **optional**. This information will allow us to ensure the diversity of the Council membership.

Please mark the **one box** that describes the race/ethnicity category with which you primarily identify:

Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

White: a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Black or African American: a person having origins in any of the black racial groups of Africa.

Asian: a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Native Hawaiian or Other Pacific Islander: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

American Indian or Alaska Native: a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.



Two or More Races: a person who primarily identifies with two or more of the above race/ethnicity categories.

Please attach a current resume with your submission

I attest that the information provided is accurate. I further attest that I will be able to attend all monthly meetings.

Signature of Applicant