

Due Process Screening Committee Meeting
July 17, 2007
James R. Thompson Center
Chicago, Illinois

Members in attendance:

Kathy Lyons, Chairperson
Dr. Joseph Vaal (by telephone)
Rick Ramirez (by telephone)
Susy Woods (by telephone)
Joseph Russo (by telephone)
Elizabeth Hanselman (by telephone)
Christina Denman (by telephone)

Others in attendance:

Andy Eulass, ISBE Due Process Coordinator
Terri Devine, Former Chairperson, ISAC

The meeting was convened at 10:04 a.m.

As an initial matter, Susy Woods, the new chairperson of the Illinois State Advisory Council (ISAC) was introduced as a new sitting member of the Committee.

A review of the draft minutes of the May 22, 2007 meeting took place for which no changes were noted. Rick Ramirez moved, and Joe Vaal seconded, to accept the May 22nd minutes as drafted. The motion carried unanimously.

The Committee then turned to a review of the proposals submitted in response to ISBE's request for sealed proposals ("RFSP") for hearing officer training and evaluation. The Committee first turned to a discussion of the single proposal submitted in response to RFSP for hearing officer evaluation. Andy Eulass clarified for the Committee that although one proposal was submitted, the Committee was not obligated to offer a contract and could make a recommendation that no contract be offered. After further discussion, the Committee, based on a motion by Joe Vaal and seconded by Rick Ramirez, voted unanimously to recommend that a contract be offered to the single bidder.

The Committee next turned to the four proposals submitted in response to the RFSP for hearing officer training. After submitting scores for the narrative portions of the bids, the Committee then received the four budgetary components of the bids for review and scoring. The scores were compiled by Andy Eulass, after which he shared the rank order of the bids based upon the Committee's compiled scores. He informed the Committee that the scores would be forwarded to ISBE and a contract offered to the entity with the highest compiled score.

The Committee then discussed the issue of whether a new call for hearing officer applicants should be initiated. Andy Eulass informed the Committee that he had received feedback from several hearing officers on this issue prior to the meeting and that the majority of hearing officers who responded felt that caseloads remained manageable despite the fact that several hearing officers' appointments were not renewed for the coming year. After further discussion, the Committee opted to table this issue until its next meeting, but requested Andy Eulass to keep close tabs on caseloads in the coming weeks.

Lastly, the Committee turned to its schedule of meetings for the coming 2007-08 school year. Several members requested that this schedule not be finalized until the next meeting of the Committee. The Committee then agreed to call for a meeting on Wednesday, September 12th, to be held in Springfield, at which time its regular meeting schedule would be set.

There being no further issues that the Committee could address, Rick Ramirez moved for adjournment with Joe Vaal seconding. The motion having been carried unanimously, the Committee adjourned at 12:10 p.m.