



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: February 25, 2021
To: Chief School Administrators, Charter School and Renaissance School Project Leads
County Supervisors of Child Study
Route To: District Directors of Special Education, Directors of Curriculum and Instruction, Bilingual Education Supervisors
From: Peggy McDonald, Ed.D., Assistant Commissioner
Division of Student Services
Deadline: March 12, 2021

State Special Education Advisory Council Seeks Members

The New Jersey Department of Education (NJDOE) is requesting assistance in identifying parents and advocates to sit on the State Special Education Advisory Council (SSEAC) beginning in September 2021. The purpose of the SSEAC is to provide guidance on special education and related services to the Commissioner of Education. Members of the SSEAC are appointed by the State Board of Education in accordance with the federal Individuals with Disabilities Act (IDEA) and state statute (N.J.S.A. 18A:46-2).

The SSEAC must consist of a minimum of seven (7) and a maximum of 15 members. Additionally, one half of the members must be either parents of a child with a disability or persons with a disability. Potential members must identify with one or more of the 15 categories outlined by the federal guidelines. These categories are listed on the attached membership application. Regional representation is also considered.

At the present time, the SSEAC is looking to fill up to two (2) positions. Appointments are for a two-year term and renewable for two (2) additional terms (a potential six-year commitment). Meetings are held virtually from September to June on the third Thursday of every month from 9:30 a.m. to 1 p.m. Monthly attendance is a requirement. Members are volunteers and are not reimbursed for their services. The meetings are open to the public.

Interested candidates may find additional information about the SSEAC [here](#).

The application form must be completed through this [SSEAC Application Form link](#) and the candidate's resume should be returned to Cathy Anthony via email at SpEdAdvisoryCouncil@doe.nj.gov or mailed to Cathy Anthony, Office of Special Education Policy and Dispute Resolution, PO Box 500, Trenton, New Jersey 08625-0500 by March 19, 2021. Questions should be directed to the same email address or by telephone at (609) 376-9060.

c: Members, State Board of Education
Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group

Information for Potential SSEAC Members:

- Two-year term, renewable for two additional terms (potential six-year commitment)
- Appointed by the State Board of Education
- Ten yearly meetings (September to June)

Thursday, September 23, 2021

Thursday, October 21, 2021

Thursday, November 18, 2021

Thursday, December 16, 2021

Thursday, January 20, 2022

Thursday, February 17, 2022

Thursday, March 17, 2022

Thursday, April 21, 2022

Thursday, May 19, 2022

Thursday, June 9, 2022

- Meetings begin at 9:30 a.m. and normally conclude at 11:30 a.m. Committee meetings are conducted after the conclusion of the meeting.
- Meetings are currently conducted virtually utilizing the Microsoft Teams Platform. When appropriate, meetings will be held in person at a central location in the Trenton area.
- Meetings are open to the public.
- Meeting agendas and minutes are posted to the NJDOE [website](#).
- The June 2022 meeting is scheduled for the second Thursday of the month because the third week of June is typically the last week of the school year.

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 SSEAC is to provide guidance on special education and related services. By law, the SSEAC 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 regarding 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 her 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 (N.J.S.A. 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.

