

**TEXAS SCHOOL FOR THE BLIND AND THE VISUALLY IMPAIRED
BOARD MEETING MINUTES
PROGRAM COMMITTEE
November 22, 2024**

1. Call to Order

Brenda Lee called to order the meeting of the TSBVI Board Committee on Programs at 8:02 a.m. on November 22, 2024, from the Texas School for the Blind and Visually Impaired, 1100 West 45th Street, Austin, Texas.

Board members Brenda Lee, Beth Jones, Maghan Gautney, Elaine Robertson, and Hillary Rodriguez were in attendance.

TSBVI staff members participating in the meeting were: Angela Wolf, Curriculum Director; Miles Fain, Principal of Comprehensive Programs; Eden Hagleman, Principal of Short-Term Programs; Erica Cairnes, Outreach Director; Jenny Wells, School Attorney; Tad Doezema, Assistant Principal; and Carlotta Binns, Career Education Coordinator.

2. Consideration of Approval of Minutes of the October 7, 2024 Meeting

Brenda Lee asked for consideration of the minutes from the October 7, 2024 meeting. Beth Jones motioned to approve the minutes and Elaine Robertson seconded the motion. The motion passed.

3. Report from Comprehensive Programs Principal, Miles Fain

a. Career Education (CE) Program Update:

Miles introduced Tad Doezema to provide an overview of the career education program. The program provides career education for students from elementary through the EXIT program and exposes students to career opportunities while helping them identify strengths and interests that can be used to support future career activities.

Mr. Doezema noted that school staff continue to meet with the Business Advisory Council twice per year.

The CE program offers five main courses: (1) General Employability, where students work in animal care, farm to table food production, hospitality, and assembly and manufacturing; (2) MAPS, which helps students continue to build self-awareness; (3) Work Exploration, where student spend a longer time in specific career areas; (4) Student to Industry; and (5) Career Prep I.

Carlotta Binns overviewed the four programs of study: (1) Digital Communications, (2) Family and Community Services, (3) Health and Wellness, and (4) Lodging and Resort Management.

When enrolled in Career Prep I, students complete an internship related to programs of study. Students also have opportunities to secure an industry-based certification either during high school or in EXIT. Community partnerships include the Austin Lighthouse, HEB, and Kalahari Resort.

One of the EXIT students was present and answered questions about her experience working at Build-a-Bear at Kalahari Resort. She created a resume and cover letter to apply for the job and practiced with her Speech-Language Pathologist on interview questions. She talked about how this experience will help with her future goals. She stated that she wants to work in customer service in the future and is passionate about providing customer service in Spanish.

4. Consideration of Approval of Board Policies

DP (TSBVI) Personnel Positions

Jenny Wells reviewed Policy DP on personnel positions that is proposed for amendment. Changes recommended were related to the duties of principals, school counselors, and school nurses. Elaine Robertson made a motion to approve the policy as presented. Maghan Gautney seconded the motion and the motion passed.

5. Report from Curriculum Department Director, Angela Wolf

a. Report on Curriculum Sales:

Angela Wolf reported on the Curriculum Department's sales for FY24, which totaled \$220,987.03. She noted that the top seller was the publication *Essential Tools of the Trade*.

Ms. Wolf added that TSBVI received a grant from the Texas Education Agency to help develop an Expanded Core Curriculum (ECC) evaluation tool and instructional materials aligned with the tool. A job posting has been created to hire someone to coordinate this effort.

6. Report from Short-Term Programs Principal, Dr. Eden Hagelman

a. Short-Term Programs (STP) Update:

Eden Hagelman reported that STP held an Elementary Access program last week. During the 2023-2024 school year, STP served 259 students and 97% of students assessed made progress in their programs. During the 2024 summer program, STP served 205 students from 18 out of the 20 Education Service Center regions.

Board members discussed how important STP is for students to be able to meet other students who are blind or have low vision.

7. Report from Outreach Director, Erica Cairnes

a. Outreach Program Update:

Erica Cairns reported that the Outreach consultants have been on the road a lot with 65 requests for services since October. Outreach has been getting international requests, as well.

Outreach currently has 39 staff, and two positions are open. The SWOMA Conference (Southwest Orientation and Mobility Association) was held in early November and went smoothly with over 200 attendees.

Planning is underway for the Deafblind Symposium Conference scheduled for February 27-March 1, 2025. A low vision conference is scheduled at ESC Region 13 in May. VI registration is coming up in January. Ms. Cairns added that APH (American Printing House) orders are currently on hold because funds have been overspent for this quarter. Outreach hosted a meeting of the Texas Action Committee for the Education of Students with Visual Impairments and also for the Personnel Prep Advisory Group (PPAG) in mid-November

8. Adjournment

Elaine Robertson moved to adjourn the meeting and Beth Jones seconded the motion. The motion passed and the meeting adjourned at 9:17 a.m.