BLIND-VISUALLY IMPAIRED (BVI) ADVISORY COMMITTEE

Operating Policies and Procedures

PURPOSE

The purpose of the blind-visually impaired advisory committee is twofold:
A. To provide specific advice and counsel to the Minnesota Resource Center: BVI regarding ways to improve learning results for students who are BVI, priorities for action, technical issues in the education of students who are BVI, and general operations of the Center.

B. Provide general advice and counsel to the Special Education Advisory Panel and the Office of Special Education in the Minnesota Department of Education regarding general procedures for addressing the needs of students who are BVI within the context of special education program rules, priorities, procedures, and funding.

MEMBERSHIP

The Committee shall consist of 10-15 members including:

1. Two to three parents of children who are BVI.

2. Two to three teachers with license in Visual Impairment serving students.

3. One related service staff person employed to work with students who are BVI.

4. One representative of an Institute of Higher Education that prepares teachers to work with students who are BVI.

5. One or two special education directors, coordinators, or supervisors.

6. Two to four people from another state agency or nonprofit agency that has a mission that includes services to children birth – 21 who are BVI.

7. One student who is BVI.

Definitions for Council Membership:

• Parents – A parent/guardian of a school aged child (birth – 22) who is BVI.

• Teacher – A licensed teacher of the visually impaired working in a public education program.

• Higher Education – A representative of an institute of higher education that prepares teachers to work with children who are BVI.

• Administrators – A supervisor within a public school including, principals, special education directors, superintendents or other administrators.

• Program/State Agency-Representative of a program/agency that, as a part of the mission of the organization, works with children who are BVI.

• At least one of the teachers or administrators shall represent the Minnesota Academy for the Blind. The Committee shall be geographically representative of the state and include at least two members who are BVI.

TERMS OF MEMBERSHIP

APPOINTMENTS: Members shall serve two to four-year appointments. Appointments to fill persons replaced in mid-term shall be for the remainder of the term of the member being replaced. A membership committee consisting of one member from each year shall select new members.

REPLACEMENTS: Committee members shall be replaced when the member submits a letter of resignation and when a member misses two consecutive meetings without giving notice.

REIMBURSEMENT FOR EXPENSES: Members shall not receive a stipend for attending meetings but will receive reimbursement for the expenses they incur to attend meetings at rates provided by Department policy.

MEETING FREQUENCY: The advisory committee will schedule two meetings each year and will hold additional meetings if emergency situations arise.

FISCAL YEAR: For purposes of the advisory committee, the fiscal year begins July 1 and extends through June 30 of the following year.

OUTSIDERS

All meetings are open. In order to speak, the Chairperson must recognize the speaker and may limit the amount of speaking time permitted.