



Membership in the Michigan Special Education Advisory Committee (SEAC)

The Special Education Advisory Committee (SEAC) regularly prepares for changes in membership and currently has openings as described in the online posting.

General Information

Michigan's Special Education Advisory Committee (SEAC) serves as Michigan's *Individuals with Disabilities Education Act* (IDEA) mandated State Advisory Panel. The SEAC advises both the Michigan Department of Education (MDE) Office of Special Education and the State Board of Education (SBE). The SEAC has a broad diversity of stakeholders—administrators, providers, advocates, parents, and consumers—concerned with the education of all children, including students with disabilities.

The IDEA requires at least 51 percent of SEAC's membership be "defined" members: persons with a disability, or parents of a child with a disability (a child less than 26 years of age who receives special education services).

The SEAC has adopted a rotation system which ensures the SEAC meets the 51 percent defined member federal requirement. Each organization/agency is expected to have a defined member for three of every nine consecutive years.

The SEAC accepts nominations made by the SBE, organizations, and individuals. Applicants will be asked to meet with the SEAC, and once applications are accepted, they are sent to the SBE for final approval. The SBE has a long-standing practice regarding the balanced composition of committee membership relative to race/ethnicity, gender, and geographical location. When selecting your organization's representative, the SEAC would appreciate your consideration of the board's request for diverse representation.

To assist in preparing your nomination, please thoroughly read the expectations of organizations/agencies and members at large before applying for an open seat.



The SEAC will regularly post openings for organizations, agencies, and members at large on our webpage. Please apply only if meeting the requirements for open seats. Applications received will be discarded after a period of one year.

Thank you in advance for your interest in applying to the SEAC.

To learn more about the SEAC please go to the [SEAC webpage](http://www.michigan.gov/mde-SEAC) (www.michigan.gov/mde-SEAC). If you meet the criteria below and are interested in applying for a posted, open seat, please complete the appropriate application. For questions, please contact the SEAC facilitator, Teri Pettit, at PettitT4@michigan.gov.

For Organizations and Agencies

Organizations/agencies applying for a vacant seat on the SEAC must meet the following requirements:

1. Have a statewide scope.
2. Have at least 200 members.
3. Have specific expertise and priorities for enhancing educational outcomes of students with disabilities that align with SEAC priorities.
4. Have priorities for specific actions relating to the SEAC priorities for enhancing educational outcomes of students with disabilities, ages 3-26.
5. Identify both a proposed delegate and alternate who will fulfill consistent delegate participation for three-year terms each.
6. Interested organizations/agencies will be asked to nominate individuals for appointment to the SEAC who are “defined” or individuals with disabilities or parents of children with disabilities currently receiving special education services on a rotating basis. This will ensure the SEAC meets the IDEA 51 percent consumer requirement
7. Be able to describe how your agency/organization will enhance the range of the SEAC’s diversity of perspectives.
8. Must be able to travel to and participate by attending SEAC meetings. Check the schedule on the [SEAC webpage](http://www.michigan.gov/mde-SEAC) (www.michigan.gov/mde-SEAC).
9. Provide both a delegate and an alternate who will serve three-year terms each.



The organization/agency applying for a vacant seat must provide the SEAC current evidence of the following documents:

1. Mission statement.
2. Designed outreach areas.
3. Documentation of state areas served/or active members/chapters.
4. 501c nonprofit tax status.
5. An active website with clear guidelines about how to contact the organization.
6. An active board of directors.
7. Annual report (e.g. to a national organization, local affiliates, members, for tax purposes, etc.).

For Members at Large

Members at large are individuals who are nominated and appointed to the SEAC by the State Board of Education and do not represent a specific organization. Members at large are expected to attend all committee of the whole meetings, including the annual retreat. Term of service is three years.

The IDEA requires at least 51 percent of SEAC's membership be "defined" members. Persons applying for a vacant seat on the SEAC as a member at large must meet the following requirements:

Meet the qualification as a "defined" member meaning:

1. Applicant is a person with a disability, or
2. Applicant is a parent of a child with a disability, less than 26 years of age, who currently receives special education services and has a current individualized education program (IEP), and
3. Must be able to travel to and participate by attending SEAC meetings. Check the schedule on the [SEAC webpage](http://www.michigan.gov/mde-SEAC) (www.michigan.gov/mde-SEAC).

Members at Large in Reserve

These members must meet all of the qualifications as required for Members at Large. These seats are for non-voting members. All members at large in reserve are asked to attend all SEAC meetings and the annual retreat so to remain abreast of all the work the SEAC is engaged in.

Should a regular member at large be absent when a vote is to be taken, a member at large in reserve may vote acting as the voice of the absent member at large.