



Language Equality and Acquisition
for Deaf Kids Task Force (LEAD K)
July 2018

Open Meetings Law and Robert's Rules of Order

Open Meetings Law

- Louisiana Open Meetings Law establishes expectations that:
 - public business is performed in an open and public manner;
 - citizens are advised of and aware of the performance of public officials and the deliberations and decisions that go into the making of public policy;
 - citizens are given written notice of meetings at least 24 hours before they take place; and
 - public bodies keep written minutes of all open meetings.

Robert's Rules of Order

- Robert's Rules of order is a meeting protocol that provides organization and equity to meetings.
 - Role of the chair
 - Motions (introducing, amending, substituting)
 - Voting
 - Public comment
- Robert's Rules is used at BESE meetings, all BESE advisory councils, and other meetings of Louisiana bodies.

YOU WANT TO	YOU SAY	2 ND NEEDED?	DEBATE?	CAN I AMEND?	VOTE NEEDED?
Introduce a motion	I move to (receive/endorse/not endorse/defer, etc.)	Yes	Yes	Yes	Majority
Cancel my motion	I move to rescind my motion	No	No	No	None
Close debate and vote	I move to call the question	Yes	No	No	2/3
Enforce Rules	Point of Order	No	No	No	None
Modify wording of motion	I move to amend the motion by adding/deleting...	Yes	Yes	Yes	Majority
Introduce a substitute motion	I move to introduce a substitute motion	Yes	Yes	Yes	Majority
Take a break	I move to recess for...	Yes	No	Yes	Majority
Close the meeting	I move to adjourn	Yes	No	No	Majority

LEAD K Task Force

Task Force Membership

Members of the task force are jointly appointed by the state superintendent of education and the secretary of the Louisiana Department of Health and are serving without compensation.

The LDOE and LDH accepted nominations for each of the roles outlined in the law and made appointments based on qualifications of the individuals nominated and diverse representation of the needs across the state.

Task Force Purpose

Per Act 455 the LEAD K Task Force is established for the purposes of:

- 1.) developing a resource for parents to monitor and track deaf or hard of hearing children's expressive and receptive language acquisition, using American Sign Language, English, or both languages, and developmental stages towards English literacy, and
- 2.) developing a framework for assessing children who are deaf or hard of hearing to determine their competencies in language and literacy skills for the purpose of ensuring they have the opportunity to achieve kindergarten readiness in an equitable manner.

Task Force Duties

No later than February 1, 2019 the task force must submit a report to the House Committee on Education, the Senate Committee on Education, the House Committee on Health and Welfare, and the Senate Committee on Health and Welfare relative to the provisions of Subsection F of Act 455 and any other issues it deems appropriate including any recommendations for related legislation.

Future Meetings and Objectives

Meeting Schedule

In order to account for appropriate accommodations and provide the task force the opportunity to accomplish its goal, the following meeting schedule is proposed for consideration:

Date	Meeting Type	Objective
July 30, 2018	Full Committee	Planning and Organization
August 27, 2018	Sub Committee	Review tools and resources
September 17, 2018	Sub Committee	Review tools and resources; finalize recommendations for full committee
October 22, 2018	Full Committee	Consider findings and recommendations from sub committee
November 5, 2018	Sub Committee	Draft report
December 3, 2018	Sub Committee	Draft report; finalize recommendations for full committee
January 17, 2019	Full Committee	Consider recommendations from sub committee; finalize report to legislature

Task Force Chair

LEAD K Task Force Chair

Act 455 states that the task force is to elect a chair from the membership. Key responsibilities include but are not limited to:

- Communication with task force members
- Setting agenda for each meeting
- Running each meeting and implementing Roberts Rules of Order
- Appointing sub committees and members as needed