



Date: August 28, 2017
To: All Massachusetts ESE-Funded ABE Program Staff
From: ACLS and SABES
Re: ACLS and SABES Advisory Group Invitation

ACLS and SABES convene an *Advisory Group* (AG) twice a year to help inform discussions on how to maximize the effectiveness of the SABES professional development system. We highly value the role of the AG and use its recommendations to inform our planning.

We are in the process of recruiting seven new AG members to serve a one-year term in FY18. Ideally, the AG will be comprised of diverse members who can represent a range of roles, experience, and types of programs from across the state. In FY18, each AG member will be compensated a total of \$400 for preparation and participation in two day-long (9:30 a.m. – 3:00 p.m.) face-to-face meetings (\$200 per meeting).

We invite interested applicants to submit a brief online application. Please keep in mind:

1. The first meeting will be at World Education in Boston on Friday, October 27, 2017. The second meeting will be on Friday, May 25, 2018 at Quinsigamond Community College in Worcester. Attendance at both meetings is required.
2. AG members must be from ESE-funded programs. If someone other than the director is applying, s/he must obtain the approval of the program director since AG members may miss up to two days of work depending on their schedules.
3. AG members are expected to do some preparation for meetings, typically some pre-reading and/or discussion of key issues with colleagues.
4. AG members are expected and encouraged to actively contribute to discussions in a positive and thoughtful way, and to listen respectfully to opposing views.

Please share this letter with your staff and colleagues. If you are interested in being part of the AG, please discuss this option with your director and complete a brief online application.

Important dates for this process:

- Friday, September 15, 2017: Deadline for Applications. To apply online, go to <https://www.surveymonkey.com/r/RCYQSY>
- Friday, October 6, 2017: Notification of AG Members (on or before)
- Friday, October 27, 2017: First AG meeting from 9:30 a.m. – 3:00 p.m. at World Education, 44 Farnsworth Street, Boston, MA
- Friday, May 25, 2018: Second AG meeting: from 9:30 a.m. – 3:00 p.m. at Quinsigamond Community College, 670 West Boylston Street, Worcester, MA

Please contact Luanne Teller at Lteller@worlded.org or (617) 385-3748 if you have any questions or if we can provide any additional information.

Thank you, in advance, for considering this important work.

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