

**Special Education Advisory Committee Meeting
 Tuesday, October 27, 2020
 Virtual Meeting via Zoom
 Meeting Host: Susan Nielson, School Board Clerk**

DRAFT MINUTES

The Special Education Advisory Committee (SEAC) was convened for a meeting at 7:05 P.M. on October 27, 2020 by Vice-Chair Michael Behrmann. Roll call was taken. Some members marked as present arrived after roll call.

In accordance with the provisions of the Code of Virginia § 2.2-3707, the meeting was open to the public.

	Name	Role	Present	Not Present
SEAC Members				
	Cindy Hart	Chair	X	
	Michael Behrmann	Vice-chair	X	
	Coral Childs	Co-secretary		X
	Abena Durity	Co-secretary	X	
	Janet Eissenstat	Member	X	
	Deborah Perry	Member	X	
	Sabrina Reilly	Member	X	
	Alexis Stackhouse	Member	X	
	Sandra Strachan-Vieira	Member	X	
	J-Lynn Van Pelt	Member	X	
	Jeffrey Zack	Member	X	
Consultants				
	Meagan Alderton	School Board Liaison	X	
	Pree Ann Johnson	Principal Liaison		X
	Theresa Werner	Staff Liaison	X	
Other	Courtney Davis		X	
	Janet Reese	PRC Liaison		
	Terry Mazingo	PRC Liaison	X	
	Susan Neilson			
	Susan Nilesen	School Board Clerk	X	

Approval of September Minutes

Minutes from September 30th, 2020, not yet available so could not be approved.

Reports

Executive Director of Specialized Instruction

Terry Werner presented an overview of the schedule for return to school for Students with Disabilities (SWD): Nov. 5 for K-2 in citywide classes, Nov 17 for grades 3-5 in citywide classes, Nov 30th for Early Childhood, Dec for Middle School. She also described some of the safety protocols. She noted that staff are meeting with parents of K-2 students returning to school. Ms Werner shared that she will hold a Q&A for ACPS SPED parents in the near future and will also provide an FAQ about return to school in district communications.

School Board Liaison

Meagan Alderton had no information from the School Board to report but did answer questions about a capacity slide showing only 5 students per class and about staff being provided the option to return or remain virtual.

Parent Resource Center

Courtney Davis reported that parents are continuing to access PRC services by calling the office. She also noted that workshops are saved on the PRC website and on the FACE website. She noted to that a new high school book club for SPED students has been formed.

SEAC Chair

Cindy Hart commented on the effort to continue committee activities between meetings via email. A communications survey is on-going for SEAC members. Earlier in October, Ms Hart solicited questions from the SEAC membership regarding return to school. These were compiled and provided to the School Board and Superintendent, who responded that staff is working on Q&A sessions for November. Ms. Werner noted that these questions would be the basis for the Q&A for parents.

New Business

Communications priorities based on member survey

Cindy Hart commented that Communications (from ACPS to parents, from SEAC to parents, from parents to us) have come to the fore as a primary focus for the SEAC Scope of Work this

year. Sabrina Reilly noted that several members have not completed the Communications survey, which allows each to rank Communications topics suggested by members (some from last year, some from the current school year). It was agreed to keep the survey open through Friday, Oct 30.

Additional (standard) Scope of Work items

Ms. Hart reviewed the standard Scope of Work items (By-Laws, Budget, Policies and Procedures, Anne Lipnick Awards). She noted that Policies and Procedures will be of particular importance for this year as the district attempts to return students to in-person learning.

Review process for finalizing Scope of Work

The draft Scope of Work will be presented to members prior to the November meeting and voted on at that meeting.

Discussion on school re-opening

Members asked questions and brought up areas of concern including:

- Timeline for FAQs and Q&A? (FAQ in early November; Q&A later in month)
- When some students return, how to focus on students who remain virtual?
- How are SWD who receive services in Gen Ed being helped virtually?
- Are related services being provided according to IEPs?
- Asynchronous options for SWD who find inclusion in Gen Ed zooms difficult? Need to participate in Encore?
- Free tutoring available for all students
- Need for written activities (Ms. Werner noted that packets for K-2 would be distributed Nov 9, followed by packets for 3-5)
- Simulation of return to school

Public Comment

None

Announcements

None

Meeting adjourned at 8:25 pm.