

**Alexandria City Public Schools**  
**Special Education Advisory Committee Meeting**  
*Monday, December 5, 2016*

Participants provided with:

- Draft Summary Overview of SWD Evaluation RFP Scope
- Special Education Program Evaluation Focus Groups (prepared by Hanover)
- Special Education Evaluation Survey Analysis (prepared by Hanover)
- Draft of SEAC's Scope of Work
- SEAC Roster with action steps

1. Call to Order at 7pm
2. Introductions
3. Public Comment-None
4. Report from the Director of Special Education
  - a. Currently at the draft stage of the RFP process after we have gone through staff surveys, parent focus groups, etc.
5. Report from Office of Accountability
  - a. Reviewed process in preparing Draft RFP Scope
    - i. No RFI process- would take longer if they did that now
  - b. Review Hanover documents
  - c. Review RFP Draft
    - i. SEAC gave feedback on verbiage, questions, needs, etc.
    - ii. Concern of fiscal ability complete this report at \$150,000
6. Approval of October Meetings
7. Prioritization of RFP Draft Activity
  - a. Rank 5 SWD Key Areas, then broke down instruction and compliance further
8. Explanation of Draft Scope of Work
  - a. Working Session to review Scope of Work
  - b. Work Session in the future to review Special Ed Plan
9. Meeting Adjourned