

Date: January 21, 2015

For ACTION

For INFORMATION

Board Agenda: Yes
No

FROM: Jeffrey Zack, Chair, Special Education Advisory Committee
Deanne McNulty, Co-Chair, Special Education Advisory Committee

THROUGH: Jane Quenneville, Ed.D., Executive Director of Special Education
Terri Mazingo, Ed.D., Chief Academic Officer
Alvin L. Crawley, Ed.D., Superintendent of Schools

TO: The Honorable Karen Graf, Chair, and Members of the Alexandria
City School Board

TOPIC: 2014-15 SEAC Updated Plan and Scope of Work

BACKGROUND: The attached one-page business plan outlines the proposed scope of work for the Special Education Advisory Committee (SEAC). The committee adopted this one-page format last year, and it provided ongoing focus for our activities over the school year. It also served as a concise yet clear communication tool to all stakeholders. We will also update our Committee Member Handbook, which provides useful background for all of our members:

1. *Provide recommendations to the School Board on ACPS support for students with disabilities focused on establishing outcome measurements.* The committee wants to ensure the special education programs have defined outcomes that are appropriate and measurable. Our initial focus will be on the plans to improve test scores for students with disabilities, and gain insight into the causes of the wide range of test scores in this gap group across schools.
2. *Improve sensitivity and understanding for the needs of students with disabilities across ACPS and the surrounding community.* The committee recognizes the “understanding gap” with respect to students with special needs and the rest of the ACPS population, and seeks to support efforts to improve communication and understanding of this population. To accomplish this, the committee looks to continued cooperation with the Parent Support Specialist to ensure the continued implementation of a broader outreach program both internally and externally to ACPS. A distinct outreach subcommittee will be established to support this effort. The committee will also deliver a timely and thorough evaluation of the Special Education Budget for the School Board.
3. *Ensure ongoing progress on prior year initiatives (IEP quality, Executive Function, Career & Transition, Autism & Inclusion).* These initiatives were focus areas for past committees, and this year’s committee will continue to monitor these efforts to maintain their momentum as they move forward. We will put special emphasis on reviewing outcome metrics, as these programs have been in place for multiple years.

4. *Deliver a "SEAC Special Ed 101" information/orientation guide for School Board members and new SEAC members.* The committee recognizes that many of the new School Board members are not familiar with the history of special education programs in ACPS, the Virginia mandated processes for special education programs, and the general operations and terminology in the special education field. The committee, through a special 1-year sub-committee, developed a basic "Special Education 101" training and guide for school board members and new members to the committee. The committee co-chairs will present this to the school board in 2014.
5. *Achieve full SEAC membership that represents the disabilities and educational levels in ACPS.* In the prior year, the outreach sub-committee was able to expand the membership of SEAC in both the number and the breadth of members, including a new student member. This year we will continue to recruit members across not only ethnic subgroups, but also the range of members' children's disabilities and grade levels. The co-chairs will ensure a balanced membership across these three dimensions.
6. *Actively participate in the ACPS 2020 strategic planning.* Ensure participation by SEAC and parents of children with disabilities in the process to create the ACPS strategic plan for 2015-2020. SEAC will not only provide representation during the process by establishing an ACPS 2020 Liaison, but also via the outreach sub-committee encourage participation by parents and caregivers of students with disabilities.
7. *Define and document operational procedures for SEAC that integrate with the ACPS and Virginia guidelines.* Establish a baseline concept of operations (CONOPS) for SEAC to manage expectations of stakeholders.

RECOMMENDATION: Approval

IMPACT: Proposed objectives for the 2014-15 year:

- Provide recommendations to the School Board on ACPS outcome measures for students with disabilities.
- Improve sensitivity and understanding for the needs of students with disabilities across ACPS and the surrounding community in collaboration with the ACPS Parent Support Specialist.
- Deliver a timely and thorough evaluation of the Spec Ed Budget for the School Board.
- Ensure ongoing progress on prior year initiatives (IEP quality, Executive Function, Career & Transition, Autism & Inclusion).
- Deliver a "SEAC Special Ed 101" information/orientation guide for School Board members and new SEAC members.
- Achieve full SEAC membership that represents the disabilities and educational levels in ACPS.
- Participate actively in the ACPS strategic planning process.
- Establish a concept of operations for SEAC.

ATTACHMENT: SEAC Plan for 2014-2015 with Recommended Revisions

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School Board - Alexandria City Public Schools

Planning Unit: Special Education Advisory Committee

School Year: 2014-15



vision

All students with disabilities achieve their potential and actively contribute to our local and global communities.



mission

In accordance with and subject to guidelines and regulations of the authorities of the Commonwealth of Virginia Administrative Code, Virginia Department of Education, Alexandria City School Board, and the SEAC Bylaws; the purpose of this committee shall be to provide advice and policy guidance concerning students with disabilities to members of the Alexandria City School Board.



objectives

- Provide recommendations to the School Board on ACPS outcome measures for students with disabilities.
- Improve sensitivity and understanding for the needs of students with disabilities across ACPS and the surrounding community.
- Deliver a timely and thorough evaluation of the Special Education Budget for the School Board.
- Ensure ongoing progress on prior year initiatives (IEP quality, Executive Function, Career & Transition, Autism & Inclusion).
- Deliver a "SEAC Special Ed 101" information/orientation guide for School Board members and new SEAC members.
- Achieve full SEAC membership that represents the disabilities and educational levels in ACPS.
- Participate in the ACPS 2020 strategic planning process.
- Establish a SEAC concept of operations detailing procedures and responsibilities.



strategies

- Leverage all constituencies to actively recruit members to fill representation gaps.
- Establish action plans and sub-committees early and monitor progress monthly.
- Increase special education awareness across ACPS and the community via a communications plan focused on outreach, disability awareness, and the Harry Burke & Anne Lipnick award programs.

- Document SEAC processes to better manage expectations for stakeholders.
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action plans

- Budget Plan and Timeline
- Communications Plan
- Harry Burke & Anne Lipnick Award Plan
- Progress reports on current plans
- Concept of Operations