

## Alexandria Special Education Advisory Committee

### Meeting Minutes

September 22, 2015

LOCATION: Minnie Howard Middle School Media Center

PRESENT: Chair: Jeff Zack

SEAC Co-Chair: Deanne McNulty

SEAC Members: Sandra Strachan-Viera; Erin Croyle; Paula Fitzgerald; Alyce McLean; Deanne McNulty; Vaughn Jordan; Kim Carlisle; Vaughn Jordan; Audra Belcher; Crystal Prall

ACPS Staff: Pierrette Hall (Principal-Hammond); Patricia Zissios (Principal – Lyles-Crouch); Karen Graf (School Board); Theresa Werner (Executive Director of Specialized Instruction); Ronnie Campbell (School Board)

1. Call to Order: Meeting started at 7:10pm
2. Introductions: of all people present
3. Approval of May 26, 2015 Minutes: Approved
4. Election of Officers:
  - a. Co-Chairs: Jeffrey Zack and Sandra Strachan-Vieira
  - b. Secretaries: Paula Fitzgerald and Alice McLean
5. Consent Calendar: Approved.
6. Announcements:
  - Full-time position at the PRC has been filled. It is an 11 month contract. The new director of compliance and special programs is Michelle Hopkins. She is a big compliance person. Has been here three weeks. She is compliance but is also special programs so she oversees the special service providers (i.e. speech therapists, occupational therapists, etc.). There were SEAC members on all the interviewing committees.
  - Stephanie had a baby and is doing well.
  - Karen Graf: School board is quieting down because some of the members are running for office. Redistricting is a huge conversation. Looking at the timeline to see if February 2016 is still feasible. Seemed feasible when date was set but may no longer be. Looking at specialized programs and making sure that they are addressing students' individual needs. They are just about to choose the citizen committee so the process hasn't started. This summer they tried to set us up for sustainability. Trying to make sure that

when they pass the baton to the next board that they have a record of how they have been doing things. Trying to make sure that their work is being passed down the line.

- Elections: Deanne contacted the president of the PTAC and we asked if we could partner with them on the school board forum. We will be joining them on October 21 at 7pm at Minnie Howard in the auditorium. We have been asked to submit questions regarding special education. Deanne told them we would get some questions back at the end of next week. We are not going to have a lot of questions. As you think about them, think about how to incorporate special education in the school. Deanne suggests that you take a look at who the candidates are whether they are in your district or not and meet with them. Ask them about their knowledge of special education. These are the people we are going to work for in January. Can send questions to Deanne. SEAC does not endorse any candidates.

7. Public Comment: None.

8. Special Education Successes: Kim has been excited about working on transitioning kids from one environment to another. Put together KEY (Kick start an Excellent School Year). Kim got the school and faculty at GW to embrace this program. All 6<sup>th</sup> graders were offered the opportunity to come to the school before school started. They got to open their lockers, go to meet each teacher, get the contact information from each teacher, etc. Kim hopes that these kids will have less lost time getting used to the environment and more time getting engaged and included. So far, she feels that the students are happy. Kim has received many e-mails of support. At Hammond they did something similar where parents could meet the case managers and specialized service providers. TC Williams did something similar. Also, a mentorship program was kicked off for 8<sup>th</sup> graders to mentor 6<sup>th</sup> graders called WEB (Where Everyone Belongs). It is not just one mentor but it is a team of mentors. Hopefully distributing this support at different levels will free people up for learning. Jefferson Houston had a barbecue and did a good job of accommodating some children of SEAC members. Two kindergarteners have started the year well. Two older kids took the bus to school successfully.

9. Main Agenda Topics:

1. Review and Approve: SEAC Scope of Work 2015-16 – Let's look at how the programs are doing and then diving down as appropriate. Trying to narrow the scope this year. Also trying to make it data driven. We are looking at a rapid recovery program for students who have not received the best services. Highlighted working with special education leadership to earn that trust, not just with the school but also with the parents. Discussion about including inclusion in the scope of work. Decided to include reference to inclusion, career transition, and autism plans.
2. Volunteer: SEAC sub-committee participation
  - a. Outreach – Work with Parent Resource Center. Theresa will have someone from the state come to tell us how the PRC will work. Theresa is creating a new model. Put together ideas and send them to Theresa.  
Members: Deanne; Erin; Kim; Audra
  - b. Budget – Aaron, Jeff

- c. Harry Burke Award – Kim would like to volunteer to lead the committee. Theresa will need parameters around the awards by December. If you have ideas, please send them to Kim. Then we would like to sit down and discuss with Theresa.  
Members: Deanne, Kim, Alice, Crystal and Audra
  - d. Policy – Aaron, Deanne, Erin, Sandra
  - e. Bylaws – Members: Sandra, Jeff
  - f. Inclusion – Crystal
  - g. Career and Transition – Crystal
  - h. Autism – Deanne, Sandra
- 3. Review: Special Education Plan and Dashboards
  - 10. Unfinished Business – None
  - 11. New Business – None
  - 12. Adjourn – on time!

DRAFT