

**Special Education Advisory Committee (SEAC)
Minutes of the Meeting
Monday, February 11, 2013
12:15 p.m. CCPS – Parent Resource Center**

Attendance	Lynn Miller – SPED Coordinator Susan Gayle – PRC-Consultant	Billie Teague – CHS – Transition Coord. Tinka Harris – School Board Member
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Call to Order

Meeting was called to order by Billie Teague at 12:15 p.m.

Introductions and Housekeeping

Billie Teague went over the purpose of the Special Education Advisory Committee, method of advertisement for meetings, Ground Rules, Parking Lot, and Public Comment guidelines.

Old Business

- **Recruitment:**
Continue to advertise SEAC throughout schools and through email. Always looking for new ideas.
- **Survey SPED teachers** for general needs.
- **SEAC Projects Proposed:**
Support Special Olympics – Little Feet Program, Soccer Tournament in October, 2013.
Cards to Acknowledge teachers for their hard work – accomplishments/losses signed by SEAC:

New Business

- Approval of minutes from **-01-14-2013** with correction
Motion Billie Teague with corrections to minutes
Seconded Tinka Harris
Adopted 2/11/2013
- 2012/13 site visit dates – The schedule is as follows :

February 12	February 13	February 14
9:00 CDLC	9:30 CHS	9:00 BGP
9:30 LCES	10:30 CMS	10:00 BGE
10:30 MES		

Susan, Billie will attend visit on Tuesday 2-12

Susan, Frank DeFazio and Marsha Fisher will attend visit on Wednesday 2-13

Susan, Billie and Tinka will attend visit on Thursday 2-14

Others (members and the public) may join the visits as determined.

Information gathered will be: number of SPED Teachers and Paraprofessionals, celebrations, obstacles, needs to assist in the classroom.

Reports/Announcements

- **PRC Relay for Life** – Caroline – May 18th at Caroline Agriculture Park. SEAC team is SEAC Sole Train – trying to recruit members. S. Gayle is Team Leader
 - There may be free behavior intervention assistance for families through the Rappahannock Area Community Services Board (RACSB). Families should contact them for more information.

- Finalizing plans for Family Fair – March 16, 2013.
Teen Student Volunteer training – Wednesday, February 20th for all students who wish to participate, and/or involved in all service clubs at CMS and CHS. Training held 2:30-5:00 p.m. in CHS cafeteria.
Family Fair set up- Friday, March 15th after school.
- All PRC and SEAC information can be found on: <http://prc.blogs.ccps.us/>
SEAC Email: ccpsseac@gmail.com

- **SPED** – None
- **School spotlight** – The CHS transition department is continuing to expand job sites. Partnership for job training being discussed with Bowling Green Café, McKesson, McDonalds and Pizza Hut.

Recruiting applicants for the RGI-Grant funded Care Giver training: new “Direct Support Professional” Training Program. This is funded through a grant from the VA Board for People with Disabilities for 30 months. The objective is to provide training to individuals 18 and older with a disability resulting in employment as a Direct Support Professional. CCPS is working to recruit a 10 or more participants so that the 4 to 6 week training can be held in Caroline County.

- **Areas of Concern/Interest/Public Comment**
Consider moving the SEAC meeting to a classroom when at Caroline Middle School to avoid distractions in the commons.

Next meeting – April 15, 2013 meeting for the Annual Plan Review at 12:15 p.m. at the School Board Office and again at 5:00 p.m. at Caroline Middle School for the Annual Plan Review.

Future meetings:

May, 2013 – TBD -Set SEAC schedule for 2013-2014

Adjourn – 1:45 p.m.

Respectfully submitted,

Susan L. Gayle, consultant