

**Special Education Advisory Committee (SEAC)  
Minutes of the Meeting  
Monday, January 14, 2013  
5:00 p.m. CCPS – Caroline Middle School**

<b>Attendance</b>	Lisa Roarty – SPED Director Billie Teague – CHS – Transition Coord. Susan Gayle – PRC-Consultant	Marsha Fisher – Parent Charles Tillopaugh - Parent Cary Upshaw – Teacher-BPS
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**Call to Order**

Meeting was called to order by Susan Gayle at 5:00 p.m.

**Introductions and Housekeeping**

Susan Gayle 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** to see what the needs are in January or February
- **SEAC Projects Proposed:**  
**Support Special Olympics**  
**Cards to Acknowledge teachers for their hard work – accomplishments/losses** signed by SEAC:  
Wright’s Chapel collected and donated kitchen supplies (i.e. pots, pans, dishes, etc) to the CMS lifeskills kitchen.

**New Business**

- Approval of minutes from -**12-10-2012** with correction  
Motion Lisa Roarty with corrections to minutes  
Seconded Marsha Fisher  
Adopted 1/14/13
- 2012/13 site visit dates – The schedule is as follows :

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

**Reports/Announcements**

- **PRC Relay for Life – Caroline – May 18<sup>th</sup>** 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.
  - We are still in need of some presenters and vendors for Family Fair – March 16, 2013.
  - A representative from Rappahannock Goodwill Industries met with Billie Teague and Susan Gayle to discuss a 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.

SEAC 2012-13 information can be found on: <http://prc.blogs.ccps.us/>

SEAC Email: [ccpsseac@gmail.com](mailto:ccpsseac@gmail.com)

- **SPED** – Working on the budget- waiting to see what additional cuts will be made. Public comment will be available for the budget on Monday, February 4, 2013 at a School Board meeting - CMS – 6:00 p.m. Please attend this meeting.
  - Working to improve SOL scores.
  - Working on recruiting to attract and maintain Related Services personnel as well as dually-certified teachers, which may be a requirement in VA. More information to follow.

- **School spotlight** – The CHS transition department is continuing to expand job sites. Assistance is being given to older students for driving permits. Making arrangements with McKesson to be another job site.

BPS – Continuing to work around all of the construction.

- **April 15, 2013 meeting for the Annual Plan Review has been moved to the February 11, 2013 at 12:15 p.m. at the School Board Office.**
- **Areas of Concern/Interest/Public Comment**  
Consider moving the SEAC meeting to a classroom to avoid distractions in the commons.

**Next meeting – Monday, February 11, 2013 – 12:15 p.m. at CCPS- Parent Resource Center.**  
**The topic will be** Planning for Summer Camps, ESY, Metropolitan Day Camp

**Future meetings:**

Saturday, March 16, 2013 – 9<sup>th</sup> Annual Family Fair - 8 a.m. to 1:30 p.m. at Caroline Middle School

Monday, April 15, 2013 - 12:15 p.m. or 5:00 p.m. School Board Office - Peach Room - Review of Annual Plan and an Autism Awareness Activity

**Adjourn** – 6:00 p.m.

Respectfully submitted,

Susan L. Gayle, consultant