

**Special Education Advisory Committee (SEAC)  
Minutes of the Meeting  
Monday, September 28, 2015  
4:00p.m. Parent Resource Center**

<b>Attendance</b>	Billie Teague – Parent Marcia Fisher – Parent Lacey Fisher - RACSB	Lora Glass – SPED Director Donna Manning – Parent Katrina Bialecki - Paragon Autism	Susan Gayle – PRC-Consultant Cary Upshaw – Teacher Arleen Calhoun-Hicks – ESOL Teacher
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**Call to Order**

Meeting was called to order by Billie Teague at 4:10 p.m.

**Introductions and Housekeeping**

Billie 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: (ongoing)**

All agreed that advertising in different venues may help get information out to families.

- Some suggested Principal Newsletters at the schools include SEAC information.
  - Send SEAC information sheet to all SPED teachers.
  - Change meeting time to 3<sup>rd</sup> Monday at 4:30 p.m. to see if this will bring out more parents.
  - Training is available to the community for those interested in a SEAC position on the committee.
- All-call alerts to announce SEAC would be beneficial and also support by announcing in school newsletters.

- **SEAC Site Visit Report**

CHS – Insuring the needs for toileting and supplies when students move from one school to another.  
Need for additional vehicles for Job Coaches to provide more participation from students. Possibility of a dealership donation of a vehicle.

- **SEAC Projects Proposed:**

- **Family Fair – Upcoming 2016 – 12<sup>th</sup> Year**

- **Support Special Olympics – “Meet in the Middle” 2016**

- **In recognition of Disability Awareness Month in October- activities:**

Include SPED students to provide artwork, sing, etc. at the October School Board Meeting.

- **Cards to acknowledge teachers for their hard work – accomplishments/losses signed by SEAC.**

Time slot during day to complete these.

- **Nomination of officers:** pending more members

- **New Business**

Approval of minutes from -4-21-2015

Motion Marcia Fisher

Seconded Donna Manning

Adopted 9-28-2015

**Reports/Announcements**

- **PRC –SEAC Remind101** is available from Mrs. Gayle – For Text messages call 571-485-7668 and enter text message: @1afd4 or email [1afd4@mail.remind101.com](mailto:1afd4@mail.remind101.com) for email alerts from SEAC

- **A table (top/under) full of old textbooks and workbooks for Reading, Math, Social Studies and Science** have been offered to all SPED teachers to use in the classroom as reinforcement, can be sent home, or for lower level reinforcement resources for older students. So far no one has taken advantage of these resources.
  - **All PRC and SEAC** information can be found on: <http://prc.blogs.ccps.us/>  
SEAC Email: [ccpsseac@gmail.com](mailto:ccpsseac@gmail.com)
  - Special Olympics Soccer Tournament-Concession Fundraiser for SEAC Saturday, October 3, 2015
  - Possibly 12th Annual Family Fair – Saturday, March 12, 2016 at Caroline Middle School-pending planning committee
  - PRC received a grant from VA Department of Education for Drop Out Prevention Initiative and will be working with Caroline High School to support the programs in place.
  - Mandt Staff training is currently in session for the first semester of school.
  - Family Relationship Series will be scheduled in December for the community.\
  - PRC staff and SPED staff attended the Connect for Success Conference sponsored by VDOE. A variety of topics to reach out to families to become more engaged in their child's education.
  - PRC staff also attended Rural and Low-Income School Program Symposium. The 2 day focus was on Family Engagement.
- **SPED** – Received grants for Early Childhood transition. Technology, staff development activities and equipment needs are being addressed.
  - **School spotlight- None at this time**
  - **Areas of Concern/Interest/Public Comment**  
Lacey Fisher – RACSB Respite Program. Provided information about the respite program for consumers age 18 and older with or without an ID Waiver are invited to apply.

**SEAC meeting schedule for the 2015-2016 school year (subject to change):**

(Topics for meetings to be determined) Follow school weather/closing schedule.

Monday, October 19, 2015

Monday, November 23, 2015

Monday, April 18, 2016

Monday, May 16, 2016

The 3<sup>rd</sup> Monday of each month – Parent Resource Center – 4:30 p.m.

**The next meeting will be Monday, October 19, 2015 at the PRC – 4:30 p.m.**

**Adjourn** – 5:00 p.m.

Respectfully submitted,  
Susan L. Gayle, Consultant