



# Pointe Coupee Parish School Board

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**Pointe Coupee Parish School Board's  
Special Education Advisory Council (SEAC) Minutes  
Monday, September 29, 2025  
1:30 p.m. - Pointe Coupee Parish School Board Office**

The Pointe Coupee Parish Special Education Advisory Committee met on Monday, September 29, 2025.

The meeting was called to order by Exceptional Student Supervisor, Dawn Albert at 1:40 p.m. Members present were Exceptional Student Services Supervisor and Chairperson, Dawn Albert, Behavior Specialist, Jennifer Babin, Recorder, Kristin Ramsey, Families Helping Families Representative Cynthia Chesterfield. The members absent from this meeting were Sara Taylor, and Pastor Jeff Vincent.

## **I. Approval of Minutes**

The minutes for the meeting held on Monday, May 19, 2025, were reviewed by committee members that were present. Recorder, Kristin Ramsey suggested that Cynthia Chesterfield's name be added to the members present at that meeting. A motion was made by Cynthia Chesterfield and seconded by Jennifer Babin to approve the meeting minutes with changes.

## **II. Review & Approval of 2024-2025 Annual SEAC Superintendent Report**

- a. Mrs. Albert stated that this report is done at the end of every school year and is submitted to the state department by the ESS Secretary Kristin Ramsey
- b. Motion was made by Jennifer Babin and seconded by Cynthia Chesterfield to accept and approve the 2024-2025 Annual SEAC Superintendent Report.

## **II. Welcome and Introductions -Dawn Albert**

- a. **Introduction of new ESS Supervisor and Committee Members**
- b. Mrs. Dawn Albert introduced herself as the new Exceptional Student Services Supervisor and welcomed everyone to the first meeting of the 2025-2026 school year. One by one each member introduced themselves around the table. Mrs. Dawn Albert will also serve as this year's chairperson for the SEAC.

## **III. Purpose & Ethics – Dawn Albert**

- a. Mrs. Albert reviewed and read the purpose of the SEAC to the committee members and asked each member to read the ethics and expectations and what is expected of each committee member.

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#### **IV. Seclusion and Restraint Policy – Dawn Albert**

a. ESS Supervisor and SEAC Chairperson, Mrs. Dawn Albert stated that in the summer of 2025, the Legislative session revised the statute of the Seclusion and Restraint Policy. She stated that the Pointe Coupee Parish School Board is working with the attorneys on the revised policy and should be available for the board members to review by mid-October. Once that process is completed Mrs. Albert will present the revised Seclusion & Restraint Policy at the January 2026 SEAC Meeting. Mrs. Albert also stated that there are currently no seclusion rooms on the campuses at this time. We do, however, have sensory rooms.

#### **b. Community Outreach Activities Update – Kristin Ramsey**

Mrs. Ramsey stated that inside each member's information folder is a flyer for the Pointe Coupee Autism Community Advocates Halloween Spooktacular. This is the second year that the SEAC has been invited to set up a table and hand out treats and sensory items to the children. Mrs. Ramsey is asking for permission to attend this event. SEAC members approved of the event and Mrs. Albert also approved of \$300.00 from IDEA funds to buy the items for this event that will be held on October 18, 2025, from 5:00 pm to 8:00 pm at False River Park in New Roads.

#### **c. Application for New and Recurring Committee Members – Kristin Ramsey**

Mrs. Ramsey stated that since this is a new SEAC session, new and old committee members are being asked to fill out a membership application to have on file. Applications are in the SEAC Members information folder. Committee members have 2-year membership with the SEAC.

#### **d. 2025-2026 Resource Fair – Committee Members**

Mrs. Jennifer Babin shared with the committee that she has been in contact with Region Two's waiver office, and they are excited to come to the resource fair and share information with families. More details concerning the resource fair will be discussed at the January 2026 meeting.

#### **V. Families Helping Families of Greater Baton Rouge – Cynthia Chesterfield**

Ms. Cynthia Chesterfield shared that there have been budget cuts to the Families Helping Families Program even though they are a non-profit organization, they try to keep their funding. One of the programs that was cut was OBH. OBH was contracted through the Louisiana Department of Health. This was the program that provided information to families with students dealing with mental health. Mrs. Chesterfield stated that even though they do not have this program any longer they are trying to continue the free webinars and training online for families to access. The early steps program was another program that was cut. They used to have an early-step coordinator housed in the Families Helping Families office if any parent called the office with children from birth to 2 years of age, they would be able to get information and resources for help. Mrs. Cynthia also mentioned that right now they only have 3 employees on staff working all over region 2. She said many of the calls that come in are educational related calls. She receives 80-100 calls per week just for educational needs. Mrs. Chesterfield mentioned that they still have contracts with Bureau of Family Health and Louisiana State Department of Education. She also mentioned that the Autism Walk generates funds that help Families Helping Families which will be held on April 25, 2026. The next social event will be Sunshine Social. This is where people

who are 16 years of age and up can come and socialize with one another. It is held once a month, but they want to try to spread it out across every region or school district to give every student a chance to attend.

#### **VI. Feedback and Suggestions from parents or Attendees – Public**

There was no one in attendance.

#### **VII. Announcements**

- a. The next SEAC Meeting will be held on January 26, 2026, at 1:30 pm at the Central Office.
- b. Mrs. Ramsey stated that Ms. Nina Harris with LaForce was unable to attend this meeting but will be invited to speak at the next SEAC Meeting.
- c. Mrs. Dawn Albert made the announcement that we are in the process of submitting the 2025-2026 IDEA budget with revisions and should be available to be presented at the January SEAC Meeting.

#### **VIII. Adjourn**

Mrs. Dawn Albert asked if there were any comments or questions. There being none, it was motioned by Mrs. Jennifer Babin and seconded by Mrs. Cynthia Chesterfield to adjourn the meeting.

The Meeting was adjourned at 2:30 p.m.