



**Special Education Advisory Committee Meeting Minutes**  
**LCPS Administrative Building, 21000 Education Court, Ashburn, Virginia 20148**  
**SEAC Sponsored Presentation: 6:00 -7:10 p.m., Business Meeting 7:15 to 8:30 p.m.**  
**Wednesday, December 7, 2022 – Recorded [Livestream](#)**

**Presentation:** Pathways to Graduation: Alternative Assessments and Diploma Options

**Presenter:** Dr. Paige Carter, Office of Special Education Assistant Director of Specialized Programs

**Business Meeting**

1. **Welcome and Call to Order.** SEAC Chair at 7:19 p.m.
  - Quorum Established, 13 out of 16 members present
2. **Public Comment**
  - a. Lisa Williams. Two daughters in school system, double deficit Dyslexia. Extremely upset with LCPS Administration and the lack of School Board transparency. There needs to be a focus on literacy and equity. Special education services need to focus on equity based on their differences. Need support from the SEAC school board liaison.
  - b. Ann Madlin. Mother of two children in LCPS. Issue of denial of accommodations for 9<sup>th</sup> grade PSAT testing. LCPS did not communicate to the parent that rising 8<sup>th</sup> graders should apply to the College Board for accommodations. This was an LCPS testing office decision and not required by the College Board. Each student tried to advocate for themselves but to no avail. The high school provided no assistance. Ms. Madlin had to reach out to Director of Special Education Services to get some answers/clarification. The 8<sup>th</sup> grade IEP transition meeting should have addressed this LCPS requirement to ensure that students would be given needed accommodations.
  - c. Jill Pope. I am a mother of three boys. The oldest child participates in the PEER program at an LCPS high school. The youngest child has Down Syndrome. A private school nearby offers a peer mentoring program as a credited elective. With the course being credited, participating students do not need to give up early release or study hall time to mentor students with disabilities. Ms. Pope would like LCPS to consider creating a similar program within LCPS to increase mentoring and inclusion opportunities for students with disabilities.
  - d. Inquiry from the public. Why LCPS has not reached out to community to ensure transparency after assault of special education student?
3. **Office of Special Education Community Connection Activity**
4. **Reports and Updates**
  - a. **Executive Committee** – Introduced  
Committees  
SEAC is seeking members to sit on the following committees. Please contact the SEAC chair if you are interested [seacchair@lcps.org](mailto:seacchair@lcps.org)
    - Career and Technical Advisory Committee: Meetings are the 3rd Wednesday of each month at 8:30 am.
    - Gifted Education Advisory Committee (GEAC): Next meeting January 12, 2023 in person
    - Equity Committee: Meets the 1<sup>st</sup> Thursday of the Month

SEAC Membership

- PTA/PTO Representatives, 64 Schools have PTA/PTO Representatives (31 school vacancies)
- 16 voting members - 5 open membership positions (1 pending)

**b. SEAC Chair Report**

New 22-23 SY Community Concerns:

- Combining Programs, Teacher and Teaching Assistant Shortages, ASL not available at all High Schools, IEE Funding, low SOL Scores

2021-2022 Follow-up:

- Policy 5350 Parental Notification for Screening and Assessments. SEAC is requesting an update on parental notification and an understanding on how services/remediation are provided to students who do not meet benchmark at middle and high school levels.
- SEAC Awards Date June 6<sup>th</sup>
- Quarterly Report to the School Board, December 13, 2022

FCPS OCR Findings

SEAC requests for LCPS to provide an update on the provision of recovery and compensatory services to special education students.

Related to:

- Services during the Governor's Mandatory School Closure period (2019-2020)
- Reduced Special Education and Related services provided during the Modified Return to Learn plan for 2020-2021 (Virtual, Hybrid)
- Students who were unable to access virtual learning
- Number of students who received recovery or compensatory education

**c. Subcommittees**

Policy and Compliance Committee: Co-Chairs Shehnaz Khan & Crag Metz

Current Work:

- Team Teaching, Capping of Services, Review updated IEE Guidelines, Student Behavior
- On-going draft policy reviews.

Specialized Programs:

- Transition, Co-Chairs: Shehnaz Khan & Rozeena Khattak
  - Next meeting December 13, 2022, at 4:00 p.m.
- Specialized Reading, Chair: Lorraine Hightower
  - Next meeting December 14, 2022, virtually at 5:30 p.m.
- Meaningful Inclusion, Co-Chairs: Liz Crotty & Heidi Bunkua
  - Held 1<sup>st</sup> meeting December 2, 2022, next meeting TBA

**d. Parent Resource Services**, Leanne Kidwell

- December 12, 2022, Kindergarten Connection: Moving on From Early Childhood Special Education to Kindergarten with an IEP
- December 14, 2022, Recognizing the Differences between Moodiness and Depression in Your Teen
- January 12, 2023, Teaching Your Child the Ten Signs of a Healthy Relationship.
- All workshops are listed on our webpage.

**e. School Board Liaison**, Tiffany Polifko

Ms. Polifko spoke to the public comment regarding equity. She supports giving each child what they need in order to be successful. She believes in providing based on individual needs and building positive relationships. She does not believe in equity because to her equity means equal outcomes. She shares SEAC's concerns regarding teacher shortages. Teachers are

not getting what they need and are therefore leaving the profession. She appreciates everyone being here this evening.

**f. Office of Special Education and the Department of Student Services**

Special Education Department, Donna Smith, Director of Special Education Procedural Support.

- Current data: 9,046 students with disabilities. 102.85 total vacancies in Special Education as of December 1<sup>st</sup>.

	Elementary	Middle	High School
Teachers	10	7	11
Assistants	12	7	20

- Continuing to work to hire qualified applicants.

Department of Student Services, Dr. Asia Jones, Assistant Superintendent of Student Services.

- Legislative priorities are the removal of the support CAPS. State appropriated funding for specific positions within school systems. Positions supported by the CAP are 17.75 support positions per 1000 positions. Attendance, instructional support, custodian, and clerical staff not just for special education positions. Our student to staffing standards are more robust than the state regulations.

**5. Old Business - None**

**6. New Business**

**a. Policy and Compliance Subcommittee**

**i. Review Budget Recommendations and Open Discussion.**

- Table groups reviewed and prioritized current issues and School Board requests. These were presented to the membership for vote and passed unanimously. Budget asks and concerns are listed below in order of priority.

Teacher Retention:

- Increase Funding for Training for Teachers and for Behavioral and Teacher Assistants on Special Education Topics
- Proactive Coaching for New Teachers
- Increase Pay Rate for Compensatory Education and Extracurricular Activities

Transition Planning:

- Fund the Outfitting of the Independent Learning Labs
- Revise Transition Teacher Responsibilities to Include:
  - Support for College Bound Students
  - Support for Placing Students in Community Employment
  - Support for Families in Understanding Post-Secondary Options
  - Transition Teachers Should Attend All Annual IEP Meetings - 8<sup>th</sup> Grade through Graduation

Revise the SIF Model:

- Revise Job Descriptions to Include Direct Services for Students and Continuous Coaching for School Team and Parent

Provide Consistency of Service Delivery at the Middle and High Schools

ASL Available to All High Schools in a Year Long Format:

- 3 Years to Fulfil the Foreign Language Requirement
- Explore offering ASL in the Middle School
- Creative Problem Solving, Video, Teacher Sharing, Virtual Virginia

Communication:

- Provide Printed Resources and Materials to Parents to Assist with Preparation and Understanding of the IEP Process as well as Critical Decision Points
- Increase Involvement of School Social Workers to Connect with and Inform Parents of Community Resources during the Sociocultural Assessment as part of Initial Eligibility and each Reevaluation Process.

**ii. Policy Reviews**

- Draft Policy 5015, Daily Pledge of Allegiance. No feedback passed unanimously.
- Draft Policy 7016, Employment Complaints. No feedback passed unanimously.
- Draft Policy 7302, Appointment and Assignment. No feedback passed unanimously.
- Draft Policy 7624, Supplemental Retirement Plans. No feedback passed unanimously.
- Draft Policy 7652, Evaluation Related to Step Increase and One-Time Payments Related to Tenure. No feedback passed unanimously.
- Draft Policy 7304, Licensed Employee Transfer and Reassignment. No feedback passed unanimously.
- Draft Policy 7550, Drug and Alcohol-Free Workplace. No feedback passed unanimously.
- Draft Policy 7552, Tobacco and Smoke-Free Environment. No feedback passed unanimously.
- Draft Policy 7530, Duty to Report Child or Student Abuse and Neglect. Motion to adopt recommendations, passed unanimously.
- Draft Policy 6130, Unpaid Meal Debt. Motion to adopt recommendations, passed unanimously.
- Draft Policy 7554, Employee Responsibility Concerning Student Alcohol and Drug Usage. Motion to adopt recommendations, passed with 12 yes, and 1 abstention.
- Draft Policy 8215, In-School Disciplinary Measures. Tabled to next meeting.

7. Adjourn at 9:03 p.m.

**SEAC Leadership:**

SEAC Chair	Sharon Tropf	<a href="mailto:SEACChair@lcps.org">SEACChair@lcps.org</a>
SEAC Vice Chair Planning	Shehnaz Khan	<a href="mailto:SEACViceChairPlanning@lcps.org">SEACViceChairPlanning@lcps.org</a>
SEAC Vice Chair Membership	Elizabeth Crotty	<a href="mailto:SEACViceChairMembership@lcps.org">SEACViceChairMembership@lcps.org</a>
SEAC Vice Chair Communications	Craig Metz	<a href="mailto:SEACViceChairCommunications@lcps.org">SEACViceChairCommunications@lcps.org</a>
SEAC Secretary	Kathryn Rosenbrook	<a href="mailto:SEACSecretary@lcps.org">SEACSecretary@lcps.org</a>

**SEAC Liaisons:**

LCPS Staff Liaison, Director of Special Education	Tedra Richardson	<a href="mailto:Tedra.Richardson@lcps.org">Tedra.Richardson@lcps.org</a>
School Board Liaison	Tiffany Polifko	<a href="mailto:Tiffany.Polifko@lcps.org">Tiffany.Polifko@lcps.org</a>
School Board Liaison, Alternate	Atoosa Reaser	<a href="mailto:Atoosa.Reaser@lcps.org">Atoosa.Reaser@lcps.org</a>

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