

We appreciate that you are here with us today!

If you haven't already done so, please take a moment to sign in.



Mr. Slevin has served Loudoun County Public Schools for over 20 years as a teacher, school principal, and division leader. Prior to joining LCPS, he taught at the elementary and high school levels in Ohio and Virginia. He began his career at LCPS as a Social Science teacher at River Bend Middle School, followed by an assistant principalship at Stone Hill Middle School. In 2010, Mr. Slevin was appointed the inaugural principal of J. Michael Lunsford Middle School. From 2015 to 2019, Mr. Slevin worked within the Department of Instruction as the Level Director for Middle Schools. Since 2019 he has served as the Director of Teaching and Learning. In that role, Mr. Slevin has served as the staff liaison to the LCPS School Business Partnership Council and the Loudoun Education Foundation.

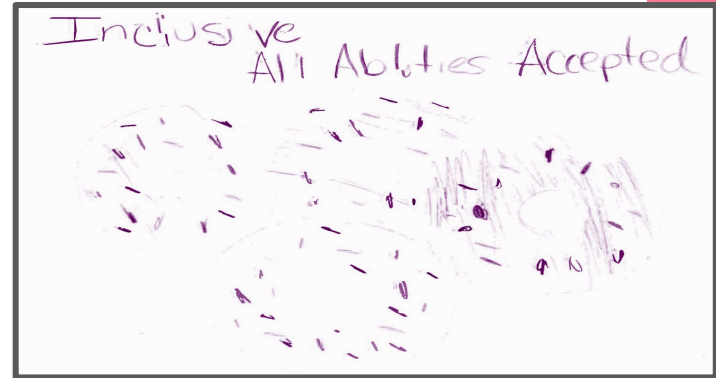


Centering our Work

Revisiting our Common Ground

- We all want to continue learning.
- We are results driven.
- While we are all in different roles, we support one another and celebrate success.

Bumper Sticker



Synectics

Goals are like ____ because ____.



PEATC Presentation





Please scan the
QR Code for
electronic sign-in.

SEAC Business Meeting February 8, 2023

SEAC Leadership:

SEAC Chair

Sharon Tropf

SEACChair@lcps.org

SEAC Vice Chair Planning

Shehnaz Khan

SEACViceChairPlanning@lcps.org

SEAC Vice Chair Membership

Elizabeth Crotty

SEACViceChairMembership@lcps.org

SEAC Vice Chair Communications

Craig Metz

SEACViceChairCommunications@lcps.org

SEAC Secretary

Kathryn Rosenbrook

SEACSecretary@lcps.org

LCPS Staff Liaison

Tedra Richardson

Tedra.Richardson@lcps.org

School Board Liaison

Tiffany Polifko

Tiffany.Polifko@lcps.org

School Board Liaison Alternate

Erika Ogedegbe

Erika.Ogedegbe@lcps.org

Introduction of SEAC Officers and Liaisons

THE ROLE OF SEAC AND VIRGINIA REGULATIONS

The Regulations Governing Special Education Programs for Children with Disabilities in Virginia reflect the state and federal requirements for the provision of special education and related services. The regulations mandate that an active SEAC exists, as well as specific functions of the SEAC, as specified by Section 8VAC20-81-230 D.2, which are as follows:

1. Advise the local school division of needs in the education of students with disabilities;
2. Participate in the development of priorities and strategies for meeting the identified needs of students with disabilities;
3. Submit periodic reports and recommendations regarding the education of students with disabilities to the division superintendent for transmission to the local school board;
4. Assist the local school division in interpreting plans to the community for meeting the special needs of students with disabilities for educational services;
5. Review the policies and procedures for the provision of special education and related services prior to submission to the local school board; and
6. Participate in the review of the local school division's annual plan.



The Role of SEAC

Public Comment



- SEAC uses public feedback to inform our work to advise School Board on special education needs
- **Focus on system-wide issues**, rather than individual concerns or specific situations (*please do not use student or staff names*)
- Verbal comment may be given. **Please complete and submit comment form tonight (please be sure to follow-up with SEAC Secretary with your written comment)**
- Written comment may be read by author or SEAC Chair
- Remarks limited to 3 minutes

Old Business



Old Business:

- Policy and Compliance Subcommittee
 - Draft Policy 8640, Disclosure of Personally Identifiable Information
- Budget



Special Education Advisory Committee

Policy and Compliance Subcommittee

Review, Findings and Recommendations





Special Education Policy 8640 Review, Findings and Recommendations

Overview: Policy and Regulation 8640

DISCLOSURE OF STUDENT PERSONALLY IDENTIFIABLE INFORMATION

Personally Identifiable Information (PII):

- LCPS must comply with the Family Educational Rights and Privacy Act (FERPA), however, this regulation was created in 1974
- When this regulation was created, they were operating under the assumption of paper records only
- It has been 15 years since an amendment was implemented to address changes in technology with respect to students and student records





Special Education Policy 8640 Review, Findings and Recommendations

Personally Identifiable Information (PII) continued:

- United States is moving toward stronger overarching privacy laws to include the Virginia Consumer Data Protection Act (VCDPA)
- Utilize common industry standards and frameworks that outline minimum levels of privacy and security controls that should be in place when handling PII. Some applicable standards that are recognized and required by the Federal government for their systems and data are the National Institute of Standards and Technology (NIST) Security and Privacy Controls for Information Systems and Organizations 800-53 Rev. 5; NIST Guidelines for Media Sanitization 800-88 Rev.1, NIST Privacy Framework, and Fair Information Practice Principles (FIPPs).





Special Education Policy 8640 Review, Findings and Recommendations

Personally Identifiable Information (PII) continued

- While VCDPA does not apply directly to LCPS, it sets standard level of expected privacy protections that should be afforded to Loudoun County residents, especially with respect to children's data.





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 1:

- Inconsistent reference to defined terms.
- When referencing a defined term, it needs to be capitalized and the same wording as the definition.
- Without consistent use of defined terms, it can lead to ambiguity over the context and applicability of the term and affect it has on the data itself.

Recommendation 1:

- Update the document to use the defined terms consistently throughout the policy ensuring capitalization of those defined terms when being referenced.





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 2: Currently the definition of Personally Identifiable Information, Directory Information, Access, Transfer is limited and does not appropriately reflect the breadth of PII being collected by LCPS both under FERPA and privacy regulations such as the VCDPA.

Recommendation 2: Align all definitions

- Line 30-31, modify to, “Personally Identifiable Information (PII). Personally Identifiable Information means any information that is linked or reasonably linked to an identified or identifiable natural person. This includes direct and indirect identifiers, such as a student’s name, name of student’s parents or other family members, address of student or student’s family, student social security number, student identification number, student’s biometric record, student’s date of birth, mother’s maiden name or other information which can be used to distinguish or trace an individual’s identity either directly or indirectly through linkages with other information.”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Recommendation 2: Align all definitions

Line 47 to “Directory Information (DI). Directory Information means information contained in an Educational Record of a student that would not generally be considered harmful or an invasion of privacy if disclosed.”

Line 115 to “Access. Means the ability to inspect, review, view, read, or copy Educational Records”

Line 120 to “Transfer. Means giving access to or surrendering of the Educational Record or a transcript of the record to another entity, person, or third party.”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 3: The Policy, while does state that third parties should comply to the provisions within Policy 8640 (specifically those around the redisclosure of PII), has no requirement to require the third party to sign documentation confirming this. As an added protection and in line with industry standards, we should be requiring our third parties to sign contracts and documentation confirming they will comply with Policy 8640 and will not redisclose PII except as allowable by the policy.

Recommendation 3: Update the policy to include the requirement to have third parties contractually agree to not redisclose.

Line 102 add, “provided they have contractually agreed to not redisclose the PII except as allowed in Policy 8640.”

Line 324 change to “provided they have contractually agreed to not redisclose the PII except as allowed in Policy 8640.”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 4: Currently the policy requires the Custodian complete a Record of Disclosure and include the specific legitimate purpose for the disclosure. However, this term is not defined and can lead to confusion over what constitutes a Specific Legitimate Purpose” and lack of consistency in applying this standard. We should define it to make it consistent and knowable to enable Custodians to be able to comply.

Recommendation 4: Add the definition for Specific Legitimate Purpose, “Specific Legitimate Purpose. The justification for the disclosure of PII. This must be specific to the reason for disclosure and type of PII disclosed. In addition to the specific reason it must state under which Policy area it is being disclosed. It shall be pursuant to the following:

- a) Legitimate Educational Interest
- b) Disclosure of Records with Consent within this Policy 8640.
- c) Disclosure of Records without Parent or Eligible Student Consent within this Policy 8640





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 5: Currently there are multiple places within the Policy that allow the disclosure of student PII without consent where there are minimal or no requirement for a Legitimate Educational Interest to support the disclosure, meaning the ability to disclose student PII with very minimal restrictions. This could lead to unauthorized disclosures and data loss.

Recommendation 5: Where the disclosure isn't required by law or federal, state, or local program, or specific exception within Policy 8640, SEAC recommends to update the proposed draft to only allow disclosures without consent if there is a Legitimate Educational Interest to disclose.

Line 131 change to: "Records may be released without prior written consent of the Parent or Eligible Student upon request to the School Officials, pursuant to a Legitimate Educational Interest, provided such release does not violate any state or federal law."





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 6: Currently the Policy is not following Privacy by Design practices and allows for the disclosure of PII without consent and without a reasonable Legitimate Educational Purpose. These initiatives do not require the disclosure of PII to achieve the goal. These items can be accomplished through aggregated or anonymized data. Following Privacy by Design principles, LCPS should only be disclosing PII when it is required. When aggregated or anonymized data can achieve the same result, we should be utilizing said data.

Recommendation 6: Limit the disclosing PII when it is required for a Legitimate Educational Purpose. Lines 208-209 recommend removing “developing predictive tests, and improving instruction for reasons for disclosure of PII.”

Lines 216 – 221- Remove the following as an allowable disclosure of PII: “The staff of a college, university, or educational research and development organization or laboratory, at the discretion of the Division Superintendent or designee, if such information is necessary to a research project or study conducted, sponsored, or approved by the entity, provided that no student will be identified by name.”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 7: The proposed additional language on communicating with the community for the release of PII is duplicative and not aligned to language in Policy 8630 and 3070. It introduces inconsistency and potential additional to disclose unnecessary PI to the community. It is already covered and more appropriately handled in Policy 3070 where it already is included. We can and should be making the community aware of security incidents, we should not take that to mean the broad disclosure of student PII. Where PII must be release in the event of an emergency, it is handled about and in Policy 3070. Adding in additional terms leads to potential conflict and ambiguity on the rights and ability of LCPS for affectively communicate with the community.

Recommendation 7: Remove duplicative language that is not aligned to Policy 8630 and 3070. Lines 276- 282- Remove “In order to foster transparent communication, LCPS staff should endeavor to provide as much relevant information to the community about security incidents occurring in LCPS schools or during LCPS school-sponsored activities. Such communications shall be released in accordance with Policy 3070 and its accompanying regulation and shall be compliant with FERPA and all other applicable laws regarding confidentiality.”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 8: Records of Disclosure requires LCPS to document when PII is disclosed. However, they have included an exception whereby the disclosure of Directory Information does not need to include a Record of Disclosure. The disclosure of Directory Information is done without consent. Meaning if LCPS doesn't create a record, individuals will not be aware that their data is being disclosed here. Parents and Eligible Students should have the right to know when their PII is being disclosed and for what purpose, to include Directory Information.

Recommendation 8: Remove language that provides an exception of disclosure of Directory Information.

Line 117-118- Remove the following exception: "Release of Directory Information as defined in this policy shall not be entered on the record of disclosure."





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 9: Unauthorized disclosures of PII present a large risk to those affected to include, identity theft, crimes against children, and discrimination. When an unauthorized disclosure of PII occurs, affected individuals must be alerted as soon as possible. Currently the regulation does not state any specific timeframe. While the goal should be as soon as possible, without a specific timeframe, there is no accountability to report quickly. A specific timeframe should be added.

Recommendation 9: Add a specific timeframe for informing LCPS parents/guardians of unauthorized disclosures of PII within 90 days of the identification of the unauthorized disclosure.

Line 333- Add “but at least within 90 days of the identification of the unauthorized disclosure”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 10: Draft Policy 8640 only allows for Parents to opt out of the disclosure of Directory Information, release without consent, within 14 days after written or public notice of Directory Information disclosure. This is very limited, not sufficiently made apparent, and strips parents of the ability to opt out later in the school year or for those who enter LCPS after that notice.

Recommendation 10: Allow parents/guardians the ability to opt out of the disclosure of student Directory Information throughout the year. Subject to a period for the opt out preference to be implemented.

Line 357- Add the following, “Thereafter, any Parent of Eligible Student may notify the school in writing that all or any part of the DI of the student shall not be released without prior consent, allowing for a 30-calendar day timeframe to implement this request”





Special Education Policy 8640 Review, Findings and Recommendations

Summary of Concerns and Recommendations

Concern 11: The section on Disclosure of Directory Information has language that does not make it clear about the selling of Student PII in Directory Information and the obligation to not further redisclose.

Recommendation 11: Align Policy with Industry Standards and Virginia Data Privacy Laws to not all LCPS to sell Directory Information.

Lines 364-365- Replace with the following, “Any entity requesting DI shall not sell DI. Any entity requesting DI shall not redisclose DI and must comply with Section E of this Policy 8640.”





Recommendations – Policy 8640

Voting

- Recommendation 1: Update the document to use the defined terms consistently throughout the policy ensuring capitalization of those defined terms when being referenced.
- Recommendation 2: Align all definitions: Personally Identifiable Information Lines 30-31, Directory Information Line 47, Access Line 115, and Transfer Line 120.
- Recommendation 3: Update the policy to include the requirement to have third parties contractually agree to not redisclose. Lines 102 and 324
- Recommendation 4: Add the definition for Specific Legitimate Purpose





Recommendations – Policy 8640

Voting

- Recommendation 5: Where the disclosure isn't required by law or federal, state, or local program, or specific exception within Policy 8640, SEAC recommends to update the proposed draft to only allow disclosures without consent if there is a Legitimate Educational Interest to disclose. Revise Lines 131 and 359.
- Recommendation 6: Limit the disclosing PII when it is required for a Legitimate Educational Purpose. Revise Lines 208-209 and 216-221.
- Recommendation 7: Remove duplicative language that is not aligned to Policy 8630 and 3070. Remove Lines 276- 282.
- Recommendation 8: Remove language that provides an exception of disclosure of Directory Information. Remove Line 117-118.





Recommendations – Policy 8640

Voting

- Recommendation 9: Add a specific timeframe for informing LCPS parents/guardians of unauthorized disclosures of PII within 90 days of the identification of the unauthorized disclosure. Revise Line 333.
- Recommendation 10: Allow parents/guardians the ability to opt out of the disclosure of student Directory Information throughout the year. Subject to a period for the opt out preference to be implemented. Revise Line 357.
- Recommendation 11: Align Policy with Industry Standards and Virginia Data Privacy Laws to not allow LCPS to sell Directory Information. Revise Lines 364-365.



Old Business



Old Business:

- Budget
 - Elimination Virtual Loudoun - Elementary
 - Teaching and Related Service Provider FTE

Old Business



Elimination of Virtual Loudoun – Elementary

SEAC membership voted to support virtual Loudoun for all grades as it is the only "classroom" based option for many students.

- Admittance criteria for the 2022-23 SY
- Total numbers of students currently enrolled in grades elementary - K-5, middle school - 6-8, and high school - 9-12
- The number of students enrolled this year compared to last year.
- Number of students with disabilities for elementary, middle, and high school.
- Cost per student

Old Business



Elimination of Virtual Loudoun – Elementary, cont.

- Administrative costs
- What would be the lost revenue per student if the medically fragile students were to disenrolled?
- If students remain enrolled in LCPS, how many classrooms/teachers would need to be added?
- How many special education staff and teaching assistants.
- What is the basis for wanting to expand the middle school option versus maintaining an elementary level?

Old Business



Teaching and Related Service Provider FTE's

- 1.If the school board votes to adopt the proposed cuts to special education staff, will LCPS meet the IDEA's Maintenance of Effort requirement to be eligible to receive state and federal SPED funding?
- 2.Which schools (teachers/aides) / groups of schools (related services) should expect to lose special education staff?
- 3.Can the school board simply move 12.7 SPED FTE from "hold harmless provision" committing them to the base budget for a net cost of zero? Removing this uncertainty is especially important considering unprecedented early retirements and staff resignations.
- 4.Please provide the following:
 1. The number of OT's in the FY19 and FY24 budgets.
 2. The number of PT's in the FY19 and FY24 budgets.
 3. The number of SLP's in the FY19 and FY24 budgets.
- 5.When comparing special education headcounts and related service providers from the FY19 budget to the FY24 budget, it appears the FY24 budget has approximately 6.25% more special education students, and yet, has about a third fewer related service FTE's than the FY19 budget.

Reports and Updates



January 11, 2023, Meeting Minutes Review

SEAC Member Representatives Needed:

Career and Technical Advisory Committee:

- Need a SEAC member to serve on the committee
- Meetings are the 3rd Wednesday of each month at 8:30 am.

Gifted Education Advisory Committee (GEAC):

- January 12, 2023

Equity Committee :

- 1st Thursday of the Month

[illegible]

- Combining Programs
- Teachers and Teaching Assistant Shortages
- ASL not available at all High Schools
- IEE Funding
- Low SOL Scores

- SEAC is requesting an updated implementation Policy 5350 Parental Notification for Screening and Assessments.
- What services are provided at the middle and high school level for students not meeting benchmark.

SEAC Awards Date June 6th

- # 2021-22 SY Survey Data

- # Quarterly Report to the School Board

- # Nominating Committee

- Carla Sola
- Nancy Walker

Executive Committee

Membership

PTA/PTO Representatives

- 69 Schools with PTA/PTO Representatives

(27 schools outstanding)

- 17 voting members - 4 open membership
 - 1 membership application
 - 3 possible pending

Membership application and SEAC bylaws are on the LCPS website on the SEAC page



Subcommittee Reports

Subcommittee Reports

1. Policy and Compliance Committee,
Co-Chairs Shehnaz Khan & Crag Metz
 - Team Teaching
 - Capping of Services
 - Review updated IEE Guidelines
 - Student Behavior
2. Specialized Programs
 - Transition, Shehnaz Khan & Rozeena Khattak
 - Specialized Reading, Lorraine Hightower
3. Meaningful Inclusion, Liz Crotty & Heidi Bunkua



High School Connection: Moving on from Middle School to High School with an IEP

**Thursday,
February 9, 2023
6:30 PM - 8:00 PM
LCPS Administration Building
21000 Education Court
Ashburn, VA 20148**



- How is high school different from middle school?
- How will the team decide which classes my child will take and what his schedule will look like?
- What are the diploma options?
- What are participation requirements for statewide assessments and college boards?
- What clubs and sports are available to my child?
- How can the team plan for a smooth transition?

Registration is required.

To register:

<https://bit.ly/3d3xVYg>

If, due to a disability, you need assistance to enable you to participate in a workshop or need a language interpreter, call Parent Resource Services at 571-252-6540 at least five business days prior to the event.



Mental Health and Wellness Parent Seminar Series

Loudoun County Public Schools
Department of Student Services

Social-Emotional Learning: Encouraging a Growth Mindset

Thursday, February 16, 2023
6:30 PM - 8:00 PM

LCPS Administration Building
21000 Education Court
Ashburn, VA 20148

Lindsay Orme, Ed.D., LCPS Social-Emotional Learning Coordinator, will introduce growth mindset as a key social-emotional skill to support student success. The session will build upon participants' existing understanding of growth mindset and explore ways in which students can be encouraged to develop this mindset in all aspects of their lives, including school, at home, and within their communities.

Registration is required.

To register: <http://bit.ly/3Xm2Osf>

If, due to a disability, you need assistance to enable you to participate in a workshop or need a language interpreter, call Parent Resource Services at 571-252-6540 at least five business days prior to the event.





Mental Health and Wellness Parent Seminar Series

Loudoun County Public Schools
Department of Student Services

Eating Disorders Awareness and Prevention: Strategies to Support Your Child

Thursday, February 23, 2023
6:30 PM - 8:00 PM

LCPS Administration Building
21000 Education Court
Ashburn, VA 20148

This workshop will provide parents with education about eating disorders through awareness of signs and symptoms, risk factors, and diagnoses in children and adolescents. It will also provide parents with strategies to reduce the risk of eating disorders in their children and the steps they can take if they observe signs or symptoms in their children or adolescents.

Registration is required.

To register: <http://bit.ly/3kqDROg>

If, due to a disability, you need assistance to enable you to participate in a workshop or need a language interpreter, call Parent Resource Services at 571-252-6540 at least five business days prior to the event.





When the Bus Stops Coming: Planning for Life After High School

**Saturday,
February 25, 2023
8:30 AM - 12:30 PM
Snow Date: March 4, 2023
LCPS Administration Building
21000 Education Court
Ashburn, VA 20148**

Planning for "Life after High School" begins now!

For parents and caregivers of youth with disabilities.

Providing information on transition planning for students who will need more intensive or ongoing support upon exiting school.

AGENDA

8:00 AM: Registration
8:30 AM: LCPS Career and Transition
Services Overview
8:45 AM: Student Panel Presentation
9:30 AM: DARS Employment Services
10:00 AM: Developmental Services—Parents
as Case Managers, What Families Need to Know

11:00 AM – 12:30 PM Vendor Fair



Registration is required.
To register:
<https://bit.ly/3RP4h7N>

If, due to a disability, you need assistance to enable you to participate in a workshop or need a language interpreter, call Parent Resource Services at 571-252-6540 at least five business days prior to the event.

How Do I Contact Parent Resource Services?

- Loudoun County Public School Administrative Building
21000 Education Court, Ashburn, VA 20148
- 571-252-6540
- Leanne Kidwell – Leanne.Kidwell@lcps.org
- [Lcps.org/ParentResourceServices](https://www.lcps.org/ParentResourceServices)
- Like Us on Facebook: LCPS Parent Resource Services
- Follow Us on Twitter: @LCPS_PRS

SEAC Presentations & Business Meetings

March 1, 2023

Meeting the Needs Twice Exceptional
Learners



Reports Updates and Announcements

A red rectangular stamp with a double border, containing the word "UPDATE" in bold, white, sans-serif capital letters.

School Board Liaison, Tiffany Polifko

- The School Board meets at 4:00 every second and fourth Tuesdays.
- The public can visit the School Board page on the LCPS website to see a listing of emails and phone numbers for their individual district representative along with the At-Large. Each LCPS school webpage lists school board members for that district.
- School visits (ECSE and my plan moving forward)
- Parent concerns regarding behavior
- Parents can always call an IEP meeting *Important for documenting concerns etc.
- Parents being told they cannot come to school to visit their children (self-contained setting)

Reports Updates and Announcement s



Office of Special Education

Tedra Richardson, Director of Special Education, Specialized Instruction

- Response to FCPS OCR Findings - LCPS Provision of Recovery/Compensatory Education

Department of Student Services

Dr. Asia Jones, Assistant Superintendent of Student Services

Department of Instruction

Denise Soukup, Virtual Distance Learning



Thank you!