

**Ascension Public Schools
Special Education Advisory Council Meeting - MINUTES**

February 23, 2023

12:00 P.M.

APPROVED at April 26, 2023 SEAC Meeting

Chair: Lynn Hathaway, Director of Special Education

Call to Order by Lynn Hathaway

Time: 12:03 P.M.

Roll Call

| SEAC Board Meeting | Present? | SEAC Board Meeting | Present? |
|--------------------------------|-----------------|------------------------------|-----------------|
| Sagan Allen - Williams, parent | Absent | Lynette Gros, parent | Yes |
| Lisa Bacala, parent | Yes | Eileen Jorgensen, parent | Yes |
| Lesly Borskey, parent | Absent | Elizabeth King, SPED teacher | Yes |
| Jade Brignac, parent | Yes, online | Brian Landry, parent | Yes, online |
| Weston Moreau, parent | Yes, online | Marvin Reed, parent | Yes |

A total of ** participants logged on: 28

1.a. Approval of minutes from previous SEAC meeting (October 26, 2023)

Motion to approve: M. Reed

2nd to approve Lisa Bacala

Minutes approved for the meeting

Old Business -

1.b. Parent Toolkit- Currently releasing first official copy. Three-thousand (3,000) copies will be printed. The intent is to provide families with pertinent information regarding policies/procedures, etc. Additionally, individual students IEP, progress reports, etc. can be kept in this binder to keep information organized regarding their children and their current programming. Copies and updated information will be given out at Childfind, lead teachers will pass out one page information sheets at IEP's (quick reference guide). Binders will be given out as follows: primary schools, middle schools, followed by high schools.

Public Comment Item 1B:

J. Rollins: Expressed concerns with timelines not listed on all components of the binder. For example, "when will parents get drafts of IEP pages?" Additional questions regarding SBLC

process and Bulletin 1508. Additional information regarding other advocacies available to parents.

New Business

- *District Agenda Items*

2.a. Families Helping Families of Greater Baton Rouge (nonprofit organization) - Cynthia Chesterfield Program Director of Inclusive Education. Provide information, resources, and support to families with disabilities through the educational component of the program. Empower families to effectively advocate for their child's educational needs by providing information, resources, and trainings. Not to be confused with any legal services. Educational support system to resolve concerns through collaborative efforts.

Birth 0-21

*Two programs- Same Goals

Community Outreach: Brec Sunshine Social, Sensory Bunny, Sensory Santa, Autism Run/Walk, Grandparents Support Group.

Ultimate goal: Teach parents about rights and responsibilities and most important to represent their child's best interest while working with educators.

Questions:

J. Rollins: What is the staffing capacity?

Limited staffing due to funding- Contact Families Helping Families with volunteering questions. April Hampton is the contact person for funding. Information is located on the FHF website

Online Questions:

Does FHF provide resources and or support for literacy tutoring? They can provide some information for you.

Literacy Link can be shared by J. Williams: ***

2.b. Introduction of new Parent Facilitator, Jamecko Lewis

I am one of the parent facilitators for the district - 23 years with educational experience in numerous capacities.

Public Comment: J Williams: Question regarding outreach to parents: Parents who need assistance in reading the documents, how will we address this particular population?

J. Lewis: We are considering having monthly PLC's

S. Recile: The district is working to put the Parent Handbook on the website and are working to have the capability to read the material aloud.

2.c. Cameras in the classroom - Installation Updates

This is an ongoing process. Currently have 11 classrooms where cameras have been installed. Sorrento Primary was the testing site to determine what camera worked best. Determining which camera works most efficiently. At this time, 60 cameras have been ordered. Waiting on

servers at this time. Servers should be shipping on February 27, 2023. Installation of cameras is based upon parental request. Recording must be kept for 30 days which requires a tremendous amount of storage.

Approximately 60 classrooms across the district will have cameras.

Parents will receive a letter when the cameras are operating in the classroom.

We have the forms online: apsb.org/specialeducation.org.

Once the cameras are installed- forms are online to complete if a parent wants to review.

Questions:

E. Jorgensen: What time will the cameras be operating?

L.H.- Cameras will be on “bell to bell.” The cameras will be on 8:00-4:00. These will be adjusted based on middle school and high schools. Criteria for cameras- Any special education classroom where students are in the class 50% or more during the day as well as alternate assessment classrooms.

Public Comments 2C.

J. Williams: Possibly add pages to parent handbook regarding cameras?

LH: Materials will be added to the parent handbook- this is an ongoing process.

J. Rollins: What is the turn around time for the viewing of the footage? How long will it be before you will be able to review the footage? She would like the schoolboard to address this issue in writing.

LH- Board policy is to remove “faces” and that is the way we will proceed.

LH: The response time will be immediate once it is received. I will have a special laptop to review the cameras.

J. DeFrances: Video footage will have to be “scrubbed.” Turnaround time is dependent upon the amount of time it takes the assistive technology department to complete this process.

E. Jorgensen- Agrees with the need to have a timeframe. Statement regarding bus cameras.

J. Rollins- Parents are asking about cameras in the sensory room. What is the stance on this?

LH- At this time cameras are in the classrooms only where they spend 50% or more time in the classroom.

There is lots of trial and error in this process but we are excited about this protection and improving our processes.

2.d. LASARD - Parent Engagement - Wednesday, April 5, 2023, 3 P.M. - 5 P.M.

This workshop engagement that will take place at Sugar Mill Primary on April 5, 2023. It is imperative that the correct email address and phone number in powerschool. Teachers and paras are getting direct coaching and training through LASARD.

- Parent Agenda Items
 - 3.a. Parent - Lynette Gros - Checklist (1 page) for Parents (beginning of school brainstorm around information that might be helpful to parent and families that could make any transition to either a new school, new classroom, etc. more effective.)

This process would provide basic needs and communication to the teachers regarding all students. This could be provided information including medical concerns, lead teacher name, administrations name and number, transportation information. Guiding questions could be (1) What needs to be known about each student/my child? (2) What disciplines does the student currently have?

LH- Transition meetings begin to occur in the Spring (May). We need to continue to clean up the process and make improvements regarding transitions. Could possibly do a "meet and greet" for students with IEP's (something similar to what was done at Dutchtown High School). Opportunities to meet teachers, receive information regarding the classroom rules/expectations, and explore the campus.

J. Williams: Concerned with students transitioning from prek3/prek4. These students are sometimes overlooked and want to make sure that they are included in the transition process.

E. King: Having a general location with the information that is easily accessible would be beneficial for any type of transition. We will need to explore options.

R. James: Specific prep days for special needs students would be beneficial.

C. Million- agreed with R. James about specific prep days.

J. Brignac- Ensure that all students be included in some type of transition plan. More specifically- students receiving resource services be allowed to navigate the campus prior to school beginning.

LH- Several Factors/Facets to look at:

Parent Communication

New teachers coming in

Including orientation for all students (resource support, ECH)

Critical to listen to all viewpoints

3.b. Parent - Eileen Jorgensen -inclusive activities - discussion and ideas from parents

E. Jorgensen- Overall intent is to increase activities at the school level involving all students (regular and special education). Providing more opportunities with special needs students interacting with students in the general education setting would be beneficial and provide more inclusivity. This allows students to build relationships with students outside their own class. Possibly balance the smaller activities with the bigger activities.

Motion to close meeting

1st Bacala; 2nd Reed

Meeting adjourned at 1:50 P.M.

Next APS SEAC Meetings: April 26, 2023 @ 6:00 P.M.