

**SEAC Meeting**  
**2.13.24**

Start: 7:02 pm

1. Attendance:

Jessica Allen - President  
Jen Beard - Stony Point (Vice President)  
Kelly Altizer - Brownsville  
Chris Seaman - Brownsville (Secretary)  
Laura DeNunzio - At Large  
Cate \_\_\_\_\_  
Dee Curry - Scottsville  
Katherine Jenkins - Post High  
Christian Simmers - Crozet  
Alex Silverman - Baker-Butler  
Nicole Group - Community Lab  
Katie Richard - Woodbrook  
Lauren Downey - Crozet Elementary  
Kim Jacobson - Stone-Robinson  
Lisa Bushey - Hollymead  
Kendra Meiklejohn - Lakeside  
Betsey Soulsby - Community Member  
Amanda Vogel - Baker-Butler

Katie Fowler - parent in pre-K at Hollymead

Dr. Hayes - Superintendent of Instruction  
Katy Compel - Director of Special Education  
Stephanie Hicks - Parent Resource Center

2. Minutes: Approved

3. Presentation - Stephanie Hicks - Parent Resource Center  
Stephanie is full time, with an intern 10 hrs/week  
Slides:

- Why PREP?
  - Parent Resource Centers are required by VDOE
  - Fiscally responsible
  - More options for workshops and events
  - Access to more resources
- PRC Services
  - Special education services for families
  - Webinars and workshops

- One-to-one consultations
- Tips for working well with schools to support your student(s)
- Referral to community resources
- Life After High School Conference
- Lending library
- PRC Events
  - From IEP to an Associate Degree
  - Life After High School Conference
  - Social Stories Workshop
  - Reading Supports Workshop
  - Family Support Groups
  - Family Fun Fitness Nights
  - Boundaries in Relationships
- Keep cost as low as possible re staffing
- Sign up for the newsletter

#### 4. Leadership Team Update

- Jessica Allen - Report to School Board in December 2023
- Chris Seaman - Budget Committee Meeting in November 2023

#### 5. UVA Law Clinic presentation

- Outline
  - 1) Engaging caregivers
    - Barriers to engagement
      - Knowledge of SEAC
      - Barriers to maintaining engagement
      - Time
      - Transportation
      - Child Care
      - Accessibility
      - Language
    - Increasing awareness
      - Virginia Beach SEAC
        - Social media
          - Informational purposes only
          - Turn comments off!
          - We would need someone to help manage it - volunteers?
        - Monthly SEAC Meeting
        - Working with other organizations (PTA)
        - Using other listservs
        - Flyers (school community events)
        - Outreach Subcommittee
        - Ensure School Division Post SEAC Meetings on Calendar

- Materials available in different languages
    - Virtual option
    - Child care stipend
    - On-site child care
    - On-site food or snacks
    - Material available in multiple languages
    - Reading material at or below 6th grade reading level
- 2) Gathering input
  - Focus group
    - Discussion guided by a leader
    - Small group
  - Qualities of successful focus groups
  - Survey - general formatting
    - Introduction paragraph
    - Distribution via both email and snail mail (hard copy)
    - No more than 10-15 questions
    - No more than 3 questions per page
    - Progress bar
    - Mobile-friendly
  - Survey language guidance
  - Formulating survey questions
    - Original language vs. updated language
    - Updated our survey language!
- 3) Best ways to advocate to the school division
  - Know Your Rights - VDOE
  - What the regulations mean in practice
    - Advocacy point: SEAC must be able to communicate with the community to identify needs, and have an open line of communication with the school division to convey those needs
    - Advocacy point: SEAC must have an open line of communication with the school division (scheduled meetings) and be made aware of what the division's priorities and strategies are to be an active partner in their development
    - Advocacy point: SEAC currently provides an annual report, but it must also receive adequate information (i.e., raw data) from the division in order to produce meaningful reports and recommendations
  - Additional actions by other SEACS
    - Developing by-laws
    - Providing orientation for new members
    - Keeping open communication among SEAC members, constituents, school staff and administrators, and school board members

- Utilizing personal and professional relationships (school board, director)
- Keeping informed of federal and state mandates
- Talking to other SEACs in the state

Share annual ACPS SEAC with state SEAC

6. Future meetings

- March meeting - budget
- April meeting - survey
- May - election of officers

7. Future meeting topics and speakers

- Virginia Literacy Act and its impact on special education students
  - Dr. Hayes - scheduled professional development w/in the division on this topic
  - K-12 literacy plan in the works - VDOE moving slower than would like but
- Assessment, evaluation, creation, and implementation of an IEP and a 504, including timeline of events and data on how the current process works and can be improved.  
Katy Compel
- Sarah Shalf - Community Solutions Partnership

8. Reports

- LAJC - Suspended Progress 2024

9. New Business:

- VIA - candles products by Artisans with Autism ([shopviable.org](http://shopviable.org))
- Jen Beard - Boy Scouts of America coming to SEAC meeting to present about diversity, equity, and inclusion team and neurodiverse training
- Jen Beard - Reclaimed Hope Initiative coming to present at a future meeting about

10. Public Comment:

- Law student comment via email [insert text here]
- Laura DeNunzio - is there any collaboration with the School of Education?
- Emily Solari: Virginia Literacy program
- Jen Beard: Follow up on inclusion for school field trips

End: 8:21 pm