

Special Education Advisory Council (SEAC)
Operating Policies and Procedures

PURPOSE

The purpose of the Special Education Advisory Council (SEAC) is to represent the interests of district learners with disabilities, ages birth through 22, by advising and providing input to the Executive Director of Special Education and the District 742 Special Education Leadership Team on current issues, program development and review, and parental concerns and parental involvement. SEAC advocates for high quality special education programming, and promotes communication, collaboration, and understanding between family, schools, and our community.

MEMBERSHIP

The SEAC shall include up to twenty (20) members invited by the Special Education Leadership Team. At least half of the St. Cloud Area School District 742 parent advisory councils' members are parents of students with a disability. The district has a nonpublic school located in its boundaries and the parent advisory council includes at least one member who is a parent of a nonpublic school student with a disability, or an employee of a nonpublic school if no parent of a nonpublic school student with a disability is available to serve. Membership on the council should closely represent the District population and be composed of individuals involved in, or concerned with the education of children with disabilities and may include:

1. Parents of children with disabilities;
2. Individuals with disabilities;
3. Teachers;
4. Representatives of institutions of higher education that prepare special education and related services personnel; (SCSU)
5. Local education officials;
6. Administrators of programs for children with disabilities;
7. Representatives of private schools and public charter schools;
8. Representative of a vocational, community, or business organization concerned with the provision of services to children with disabilities; (Vocational Rehab, ARC, WACOSA)
9. Representative from area juvenile and correction agencies.

Special education staff at each school site will be contacted in an effort to reach out to families and recruit possible new members. Information regarding membership will also be posted on the District Website under Special Education and those interested in joining will be encouraged to email: studentservices@isd742.org.

Selection for membership will be reviewed by the Executive Director and Special Education Leadership team for purposes of assuring diverse membership. There shall be no discrimination with regard to applicants for membership.

Membership will be considered based on the following criteria:

1. Representation of diverse disabilities;
2. Representative school and;
3. Interest and commitment in working toward the purpose of SEAC.

TERMS OF MEMBERSHIP

1. The term of each member shall be for two years and expire on June 30th of the second year. In cases where a replacement member has not been appointed, an existing member may continue into the next term.
2. Members in good standing may reapply and be reappointed at the discretion of the Executive Director.

MEMBERSHIP RESPONSIBILITIES

1. Strive to attend all SEAC meetings.
2. The Executive Director should be notified if you are unable to attend a meeting.
3. Participate in setting and meeting goals and objectives of SEAC, as well as carrying out necessary tasks to meet these goals, for each school year.

Advisory Council members shall be replaced when the following occurs: the member does not attend two consecutive meetings. After two consecutive absences, the Executive Director (or designee) will contact the Advisory Council member to verify interest and ability to serve as a Special Education Advisory Council member.

MEETINGS

The SEAC shall meet as often as necessary to conduct its business, but not less than one time annually at a time and place determined by the Executive Director of Special Education. Meetings are open to the public.

Notice of the Special Education Advisory Council meetings and agendas shall be sent prior to the meeting. SEAC members may submit agenda items for consideration. A central telephone information number of the Special Education Department and email address will also be listed in the announcement to assist individuals who wish additional information regarding meeting agendas.

MODIFICATIONS

The members may review the operating policies and procedures of the Special Education Advisory Council and make recommendations to the Executive Director or designee.