

## **Oakland School District SEPAG Board Presentation**

**Date:** May 19, 2025

**Location:** Manito Elementary School Library

**Attendees:** SEPAG Board Members,, Parents

---

## **Meeting Minutes**

### **1. Presentation Overview**

To view the presentation, [click here](#).

Welcome and Board Introductions

- Chair: Kelly Falcon
- Co-Chair: Stephanie Zisa
- Liaison: Kim Herman
- Communications Coordinator: Brian Reilly
- Membership Coordinator: Courtney Glassman
- Event/Enrichment Coordinator: Jen Hanson
- Secretary: This is a vacant position.
  - If any member of the SEPAG would like to fill this position, please send letter of interest to [oakland.nj.sepag@gmail.com](mailto:oakland.nj.sepag@gmail.com)

The SEPAG Board provided a presentation covering the following key topics:

- What is a SEPAG?
  - Benefits of SEPAG involvement
  - Eligibility for SEPAG membership
  - Expectations for the Oakland School District SEPAG for the 2025–2026 school year
- 

### **2. Parent Feedback Survey**

- **Purpose:** To gather insights from parents to guide SEPAG's planning and identify systemic issues within Special Services.

- **Target Audience:** Parents of students who currently receive, previously received, or are in the process of obtaining an IEP or 504 Plan.
  - **Focus Areas:**
    - Preferred meeting topics and agenda items
    - Convenient times and venues for meetings
    - Areas where Special Services is effective or may require improvement
  - **Privacy Notice:** Survey responses are confidential and accessible only to SEPAG, not the district.
  - **Deadline for Feedback:** May 31, 2025
- 

### 3. Parent Feedback and Discussion Topics

#### A. Meeting Information Dissemination

- **Concerns:**
  - Insufficient information in email body; overreliance on attachments
  - Inconsistent communication; some parents did not receive emails
- **Suggestions:**
  - Include comprehensive information in the main body of emails
  - Distribute meeting notices via PTO emails, flyers, borough newsletters, and district calendar
  - Investigate RealTime capabilities for emailing all parent contacts
  - Develop a SEPAG-managed distribution list using parent-provided emails

#### B. Community Building

- **Action Item:** Plan a “Meet and Greet” event for September 2025 to strengthen community engagement.

### **C. IEP Adherence**

- Parents requested clarification on:
  - Procedures for addressing suspected non-compliance with IEPs
  - Proper reporting and follow-up steps

### **D. Use of Restraint**

- Questions raised regarding:
  - Staff training on restraint and de-escalation
  - Requirements for staff participation
  - Notification policies for families

### **E. Access and Privacy of IEP/504 Documents**

- Inquiries about:
  - Digital access and which faculty/staff have the ability to view the documents
  - Documentation procedures regarding who accesses student records
  - Parent’s ability to access the view history

### **F. Special Services Staffing and Hiring**

- Concerns:
  - Positions often posted internally only
  - Desire for transparency and broader candidate consideration
  - Interest in SEPAG involvement in hiring decisions for Special Services personnel

- Suggestions:
  - Clarification of staff roles and responsibilities
  - Consideration of a dedicated administrator for Valley Middle School

#### **G. Evaluations and Screenings**

- Requests for clarification on:
  - Evaluation coverage across Specific Learning Disability categories
  - Dyslexia screening timing, tools, and parent access to results

#### **H. Literacy Screening and Reading Evaluations**

- Questions regarding:
  - DIBELS testing for K–2 students and parent notifications
  - Assessment methods for neurodiverse learners

#### **I. TOPS Program**

- Parent requests included:
  - Cost/benefit analysis of the program
  - Inclusion practices for students in separate facilities
  - Improved communication and advanced notice for events
  - Clear pick-up/drop-off protocols

#### **J. ERI Program at Manito**

- Clarification requested on program objectives and student placement projections

#### **K. Transition to RIH District**

- Concerns raised about:
    - Lack of continuity in IEP/504 plans from 8th grade
    - Need for transparency around summer reevaluation process
- 

**Next Steps:**

- SEPAG will review survey responses and integrate feedback into planning for the 2025–2026 school year.
- Additional meetings will be scheduled to address specific topics raised by parents.

**Adjournment:**

Meeting concluded at approximately 9pm.

**Minutes Prepared by:** Kelly Falcon

**Date:** May 23, 2025