

Calvert County Public Schools
Special Education Citizens' Advisory Committee

FINAL

Meeting Minutes JANUARY 13, 2026

Attendees:

Ashton Felton, Chairperson
Shelley Baden, Vice-Chairperson
Lindsee Harrell, Member-at-Large
Samantha Mathieson, Member-at-Large
Dr. Kendy Anderson, Director of Special Education
Tammie Rudzinski, Supervisor of Special Education
Kristina Tchoumak, FSS Coordinator
Ja Kitos, Parent
Michelle Lefevre, Parent
Vickie Kegley, Parent
Christine Knode, Supervisor of Student Services
Larry Titus, Supervisor of Student Services

Welcome and Introductions

The meeting began at 6:30. Mrs. Felton reviewed the agenda. Norms and expectations were discussed & introductions were held. Meeting PPT can be found here: [Jan 2026 SECAC ppt.pdf](#)

Meeting Minute Approval

Minutes from the November 2025 Meeting were reviewed. No input or changes were received. Minutes approved by voting members. Will move forward with webpage posting.

Directors Report/Treasury Report

Dr. Anderson reported that MSDE monitoring has begun to include Self-Assessment. In the big picture – reduction in disproportionality & addressing LRE concerns. A highlight includes compliance with alternate assessment standards. A note for funding & treasury – SECAC will still distribute scholarships to families wishing to participate in conferences. Reach out to any of the board members for information. Forward thinking includes another possible Ross Greene parent information training. More information forthcoming.

September Meeting Discussions follow up

Christine Knode (School Health) & Larry Titus (School Safety) joined us to address the noted concerns in the area of Student Services from the September 2025 Meeting.

Mrs. Knode addressed the following

- Substitute nurses receive same training as permanent staff
- Narcotic medications are required to be verified daily
- Medications are documented in eSchool (CCPS student information system)
- Families can view Policy 3900 found on the CCPS website in regard to School Health. There is also a School Health Handbook available that can address services & parent information.
- There was a question regarding CAESS vs. CEA designation for nurses. Clarification is given based on how nurses are credentialed and bargained into their respective unions.

- Staffing for students who may have increased nursing needs are decided through a nursing assessment. Plans are developed to determine how needs are delegated, if able. Staff are then provided with training.

Mr. Titus addressed the following

- The Center for school safety link is available on the CCPS school website. Their information as well as information on school safety & security, parent information, date violence, school climate & bullying and Harassment.
- Handle with care is for Local Law enforcement to inform school staff that a traumatic event has occurred that may impact a child. This is done on a strict “need to know” basis and may include school Psychologists, Social Workers, & counselors based on administrator discretion & the needs of the child involved, if there are any.

Public Comment – Action Items

- Thank you to Member-At-Large, Lindsee Harrell for representing SECAC on the committee for input in planning the new co-located campus of Calvert Country School & Calvert Elementary. SECAC is honored with this opportunity
- CCPS Math festival is upcoming in March, more information is forthcoming. Requests for donation to Family Support services for the event. SECAC would need the request in writing to present to voting members.
- Dr. Anderson met with a Special Needs funding coach/financial planner & information will be sent to Ashton Felton to be able to have for members for a possible upcoming talk about financial services for families.
- Book study recommendations being accepted for Spring. Ms. Baden will be purchasing some recommended books for the upcoming presentation night.

Calendar Items, Public Comment and Final Thoughts

Upcoming dates to consider:

NEXT SECAC MEETING 2/10

1/19/2026 - CCPS Schools Closed for Students

1/21/2026 – CCPS 2 Hour Early Dismissal for Students

1/22/2026 - CCPS BOE Meeting 6:00 PM @ BOE Building

2/2/2026 – Behavior is Biology presentation @ BOE 6-8pm

Please reach out to us at any time if you have questions or are looking for resources.

Meeting was adjourned at 7:45pm.