

Acton-Boxborough Special Education Parent Advisory Council (AB SEPAC)

Business Meeting Agenda

Wednesday, November 18, 2020, at 7:30 p.m. Virtual Meeting Over Zoom

To attend: <https://us02web.zoom.us/j/88265343433>

To call in: +1 646 876 9923

Meeting ID: 882 6534 3433

I. Call to Order

II. Approval of Minutes

Review and approval of June 10, 2020, September 16, 2020, and October 14, 2020, meeting minutes

III. Organization/Business Issues

- A. Updates from Interim Special Education Director
- B. Updates from the Department of Elementary & Secondary Education
- C. Tools for Tracking Remote Learning Participation & Prompting
- D. High School Principal & Special Education Director Searches
- E. Fall 2020 Parent/Guardian Survey Status
- F. Staff Recognition Feedback Form
- G. Seek Nominations & Elect Secretaries for 2020-2021 School Year
- H. Workshop Options & Ideas; Basic Rights in Special Education TBD

IV. New Business – Other topics on people's minds

V. Open Issues


- A. MCAS performance vulnerable for students with disabilities
- B. Mandatory special education training/professional development for regular and special education staff – hiring dual-certified staff
- C. Increasing opportunities for meaningful inclusion across domains
- D. Enhanced Extended School Year, before-, and after-school programming
- E. Increased use of technology in IEP development, revision, & communication
- F. Following up on communication issues noted as barriers to overall satisfaction and subgroup trends for Out of District, Early Childhood, and Specific Learning Disabilities identified via 2015 and 2017 parent/guardian surveys
- G. Need for consistent K-12 executive functioning curriculum

VI. Adjournment

All AB SEPAC meetings are open to the public. We encourage caregivers of children with disabilities and others interested in special education to attend. See absepac.org for information regarding upcoming events.

VII. Next Meeting

December 2, 2020, at 7:30 p.m. Virtual Meeting Over Zoom



Acton-Boxborough Special Education Parent Advisory Council (AB SEPAC)

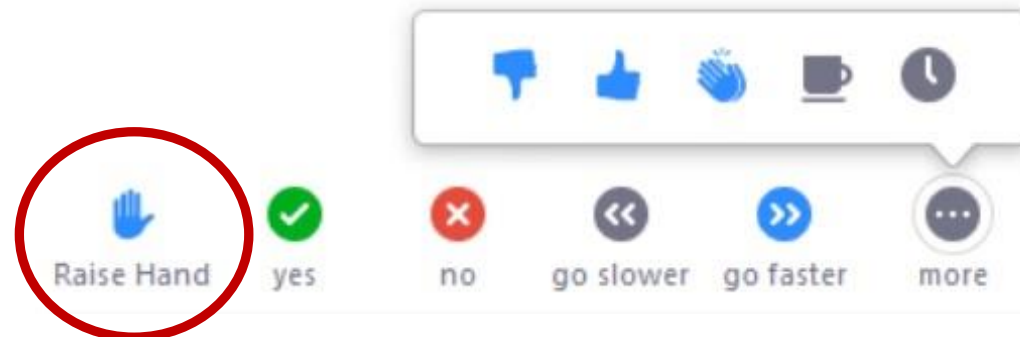
Business Meeting

November 18, 2020

I. Call to Order

Virtual Meeting Participation

- SEPAC meetings are public and subject to Open Meeting Law
- Participation may not take place via the chat box
- Votes will be conducted by roll call
- To be recognized by the Chairs, please use the raise hand function in the Participants window



Our Mission

**To ensure understanding, respect, support,
and the appropriate education of all children in our community.**

The Special Education Parent Advisory Council's
duties under state law include:

“advising the district on matters that pertain to the education and safety of students with disabilities and meeting regularly with school officials to participate in the planning, development and evaluation of the school district’s special education programs.”

II. Approval of Minutes

- Review and approval of June 10, 2020, September 16, 2020, and October 14, 2020 meeting minutes
- We will **vote to approve the minutes as written or amended** if necessary
- Voting will be by roll call
- If you are not a voting member (parent/guardian of a child with a disability residing or attending school in Acton or Boxborough), please ABSTAIN

III. Organization/Business Issues

- A. Updates from Interim Special Education Director
- B. Updates from the Department of Elementary & Secondary Education
- C. Tools for Tracking Remote Learning Participation & Prompting
- D. High School Principal & Special Education Director Searches
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- G. Seek Nominations & Elect Secretaries for 2020-2021 School Year
- H. Workshop Options & Ideas; Basic Rights in Special Education TBD

A. Updates from Interim Special Education Director

- Status of evaluations & compensatory service determinations
- DESE update on significant disproportionality status
- Question regarding service delivery when pivoting from hybrid to remote due to quarantine or other circumstances
- Question regarding testing accommodations during i-Ready assessments
- Anything else?

Terms to Know

General Education Recovery Support: may be made available to students with and without disabilities who need it to address educational and social-emotional needs and reorient them to learning (e.g., District Curriculum Accommodation Plan--DCAP)

COVID-19 Compensatory Services (CCS): for students with IEPs to remedy skill or knowledge loss or lack of effective progress due to delayed, interrupted, suspended, or inaccessible IEP services—*decisions to be made no later than December 15, 2020*

New IEP Services: to address new areas of disability-related need for students with IEPs

B. Updates from the Department of Elementary & Secondary Education

- DESE is providing supplemental guidance and recommendations to ensure equitable access to learning for English Learners with disabilities during in-person, hybrid, and remote learning
- Guidance can be found on the English Learners section on DESE's COVID-19 pages
- IEP Improvement Project stakeholder group is reviewing guidance documents
- MA dyslexia guidelines anticipated to be released in mid-November

C. Tools for Tracking Remote Learning Participation & Prompting

- Caregivers are now often in the best position to report student's performance level
- Document if and how you are assisting your child with work, modifying expectations, prompting, editing, etc.
- Note time to task completion
- Identify barriers or bridges to participation
- Share this data with the team
- Tools have been developed by DESE and advocacy organizations to help with this

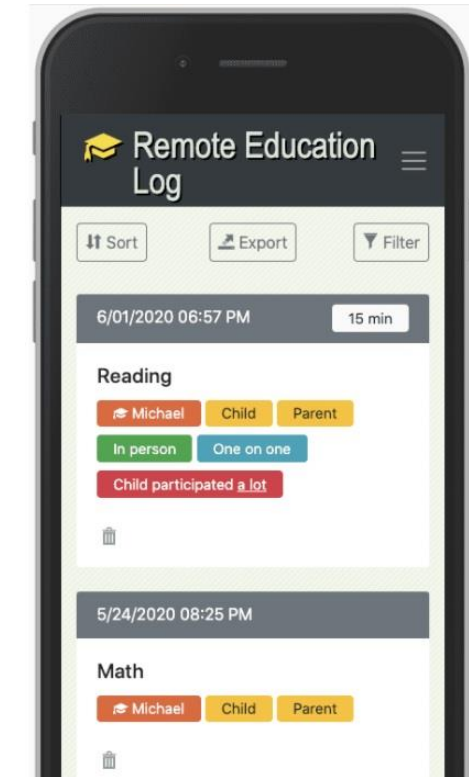
C. Tools for Tracking Remote Learning Cont'd.

STUDENT REMOTE LEARNING RECORD

STUDENT NAME: _____

WEEK: _____

DATE/TIME	CONTACT	SUBJECT/CLASS/TEACHER	PARTICIPATION	NOTES
MONDAY	<input type="radio"/> Email <input type="radio"/> Phone <input type="radio"/> Online <input type="radio"/> TV/other	Length of Session:	<input type="radio"/> Participated <input type="radio"/> Listened <input type="radio"/> Responded <input type="radio"/> Did not Engage	
TUESDAY	<input type="radio"/> Email <input type="radio"/> Phone <input type="radio"/> Online <input type="radio"/> TV/other	Length of Session:	<input type="radio"/> Participated <input type="radio"/> Listened <input type="radio"/> Responded <input type="radio"/> Did not Engage	
WEDNESDAY	<input type="radio"/> Email <input type="radio"/> Phone <input type="radio"/> Online <input type="radio"/> TV/other	Length of Session:	<input type="radio"/> Participated <input type="radio"/> Listened <input type="radio"/> Responded <input type="radio"/> Did not Engage	
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Other Activities				



mfofc.org/remote-education-log

QUESTIONS? info@fcsn.org

Federation for Children with Special Needs – www.fcsn.org

Acton-Boxborough SEPAC
abrsdsepac@gmail.com

C. Tools for Tracking Remote Learning Cont'd.

Assisting Students with Assignments: A Guide for Parents

Student: <name>

Teacher(s): <name>

Parent(s): <name>

Week of: <date>

A PROMPT IS:

- Crossing out possible answer choices
- Doing calculations for your child
- Giving hints or answering question(s) to help your child find the correct answer
- Hand-over-hand assistance

A PROMPT IS NOT:

- Answering general questions about how to do the assignment.
- Reading a question to your child
- Writing down an answer dictated by the student
- Redirecting the student to the task or refocusing the student's attention

DIRECTIONS TO THE PARENT: Record in the right-hand column below how often you gave your child a "prompt" on each assignment. Look at the BOX to the right for examples of "prompts."

This information will let the child's teacher know when to reteach or clarify the task. If your child did not need your help with any items in the assignment, write "0" in the column "Number of Prompts Given."

Assignments for the week	Number of Tasks (Teacher use)	Number Correct (Teacher use)	Number of prompts given (Parent use)
1. [insert assignment from page 2]			
2. Student will [insert assignment from page 2]			
3. [insert assignment from page 2]			
4. [insert assignment from page 2]			
5. [insert assignment from page 2]			

Notes _____

Weekly Assignments (for Teacher use)

(Copy and paste the goals or activities onto page 1)

ELA	MATHEMATICS	SCIENCE AND TECH/ENG
(example) Answering reading comprehension questions on worksheet #1 (Due date: 9/15)	(example) Adding and subtracting unit fractions (IXL computer game)	(example) Describe to someone verbally or in writing what you observed during a rainstorm

D. High School Principal & Special Education Director Searches

- ABRHS Principal position posted last week following retirement announcement
- The SEPAC has been represented on some principal searches in the past
- Special Education Director posting pending
- Search last year was unsuccessful
- Superintendent indicated the district will seek feedback from families regarding qualities they would like to see in a Special Education Director
- AB SEPAC will participate throughout the search process again

NOTE: THIS MEETING IS BEING RECORDED

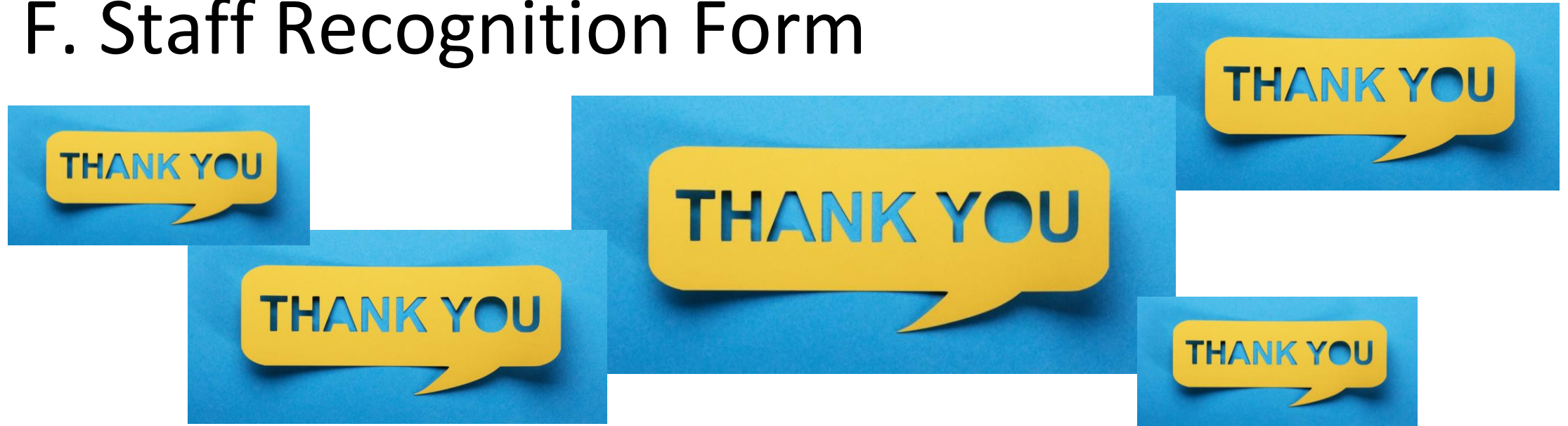


Discussion: Desired Qualities in a Special Education Director?

E. Fall 2020 Parent/Guardian Survey Status

- Questions to address:
 - Communication & engagement
 - Special education learning plans
 - Service delivery
 - Remote learning (preschool through high school)
 - Evaluations
 - How the SEPAC can help
 - Additional demographic questions about race & ethnicity
- Release date held until end of November

F. Staff Recognition Form



- In spring, the AB SEPAC sought the names of specialists, educators, staff members, and administrators who went above and beyond in their work with students with disabilities and their families during the school closure
- Staff were acknowledged via email with supervisors CC'd
- Reopening the form through the end of the year?

G. Seek Nominations & Elect Secretaries for 2020-2021 School Year

- The AB SEPAC can have up to two secretaries
- We will take nominations for secretary, then **vote to elect up to two (2) people**
- Voting will be by roll call
- If you are not a voting member (parent/guardian of a child with a disability residing or attending school in Acton or Boxborough), please ABSTAIN

H. Workshop Options & Ideas; Basic Rights in Special Education TBD

- Greater flexibility to attend workshops now that everything is remote—share more via the SEPAC?
- Which workshop topics would you like to see us host?
- Annual Basic Rights workshop being organized among Maynard, Sudbury, Concord/Concord-Carlisle, Lincoln, and Acton-Boxborough SEPACs with support from our districts

NOTE: THIS MEETING IS BEING RECORDED

IV. New Business

Other topics on
people's minds

Acton-Boxborough SEPAC
abrsdsepac@gmail.com



More Information

DESE Info to Special Education Directors
doe.mass.edu/covid19/sped.html

Mass Advocates for Children (MAC)
massadvocates.org/covid19

Special Needs Advocacy Network (SPaN)
spanmass.org/covid-19.html

Federation for Children with Special Needs (FCSN)
fcsn.org

V. Open Issues

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- G. Need for consistent K-12 executive functioning curriculum

VI. Adjournment

- We will **vote to adjourn the meeting**
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Next Meeting December 2, 2020
Meeting Recordings Available @ absepac.org

Thanks & Contact Information

Our thanks to Interim Special Education Director Debbie Dixon
and the Acton-Boxborough Regional School Committee for their
ongoing collaboration

absepac.org

 @absepac

abrsdsepac@gmail.com

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Assisting Students with Assignments: A Guide for Parents



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