

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

---

## **Business Meeting Agenda**

Wednesday, January 11, 2023, at 7 p.m. Virtual Meeting Over Zoom

To attend: <https://us02web.zoom.us/j/88216396903>

To call in: +1 646 876 9923

Meeting ID: 882 1639 6903

### **I. Call to Order**

### **II. Approval of Minutes**

Review and approval of October 19, 2022, meeting minutes

### **III. Organization/Business Issues**

- A. Updates from the Director of Special Education
- B. District Literacy Update at 12/15/22 School Committee Meeting
  - 1. Subgroup MCAS & iReady Performance
  - 2. Multi-Tiered System of Supports Notification to Families
  - 3. General Ed Progress Monitoring
- C. FY24 Preliminary District Budget—Superintendent Presentation to the ABRSC 1/12/23
- D. School Resource Officer Program Status
- E. Access & Inclusion at PTO and School-Based Events
- F. Extended School Year Information
- G. Other AB SEPAC Priorities for 2022-2023
  - 1. Outreach & Community Building
    - a. McCarthy-Towne PTO Supporting Students Presentation Recap
    - b. Basic Rights: Transition Planning Workshop Recap
    - c. Autism Listening Session February 2023
  - 2. Board Recruitment for Friends of AB SEPAC 501(c)(3)

### **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 issues and subgroup trends identified via 2021-2022 parent/guardian survey
- G. Need for consistent K-12 executive functioning curriculum

### **VI. Adjournment**

### **VII. Next Meeting**

Wednesday, February 15, 2023, at 7 p.m. Over Zoom (Meeting ID: 882 1639 6903)



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

## **Business Meeting**

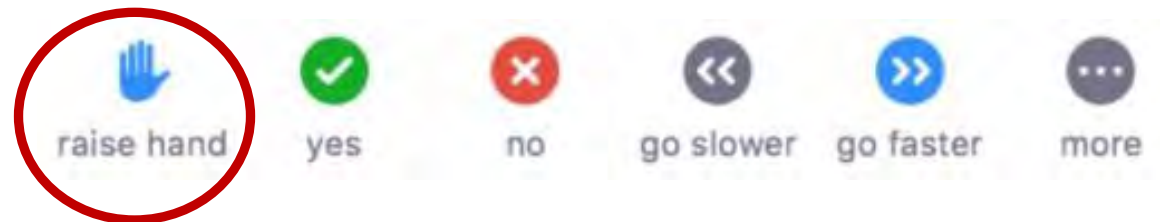
---

January 11, 2023

# I. Call to Order

## Virtual Meeting Participation

- SEPAC meetings are public
- 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 October 19, 2022, meeting minutes (draft available at [absepac.org](http://absepac.org))~~
- 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 the Director of Special Education
- B. District Literacy Update at 12/15/22 School Committee Meeting
- C. FY24 Preliminary District Budget
- D. School Resource Officer Program Status
- E. Access & Inclusion at PTO and School-Based Events
- F. Extended School Year Information
- G. Other AB SEPAC Priorities for 2022-2023



# A. Updates from the Director of Special Education

- Staffing
- Extended School Year summer program dates
- Tiered Focus Monitoring update
- Findings pending from internal review of special education leadership and paraprofessionals



## B. District Literacy Update at 12/15/22 School Committee Meeting

- SEPAC celebrates early literacy work while continuing to highlight students who are struggling in late elementary and beyond
- Call for better, consistent general education progress reporting
- Discrepancies about notification regarding Instructional Support Team involvement, MTSS tiers, specialist interventions
- School Committee policies IK and IKAB address progress reporting; no procedures in place
- iReady, DIBELS, and other assessment results are to be provided upon request



# Policy File: IK (Reporting Student Progress)

## **IK states:**

*A sharing of information among parent, teacher, and student is essential. ...*

*The Committee supports staff efforts to find better ways to measure and report student progress. It will require that:*

- 1. Parents/guardians are informed regularly of the progress their children are making in school.*
- 2. Parents/guardians will be alerted and conferred with on a timely basis when a child's performance ... becomes unsatisfactory or shows marked or sudden deterioration.*

*...*

- 4. When no grades are given but the student is evaluated informally in terms of his/her own progress, the school staff will also provide a realistic appraisal of the student's progress.*

# IKAB (Student Progress Reports to Parents/Guardians)

## **IKAB states:**

*The School Committee recognizes the school's obligation to give regular reports of a student's progress. The School Committee further recognizes that these reports are a vital form of communication between the schools and parents. The School Committee also believes that all progress reports must be based upon full information, accurately and honestly reported ... .*

*Verbal or written reports depicting the student's progress will be issued regularly following an evaluation [not a screening--] by the appropriate teacher, teachers, or other professional personnel.*

*In addition to the regular reports, parents will be notified when a student's performance requires special attention.*

# MTSS & Family Engagement



From the MTSS Blueprint for MA:

*Engagement in Student Support - Families/Caregivers and students are actively engaged in student support processes/decisions and regularly informed about progress.*

*Families/caregivers receive the information they need to advocate for their children and are informed of their rights to request a special education evaluation at any time during the tiered support process.*

**Fall 2022 iReady Assessment: Reading**  
**Number of Students Assessed: 2,894**

Grade		1	2	3	4	5	6	7	8	Total
Two Grade Levels Below	#	12	31	36	8	41	39	12	12	191
	%	.4%	1.1%	1.2%	.3%	1.4%	1.3%	.4%	.4%	6.6%
Three or More Grade Levels Below	#			14	23	19	38	39	53	186
	%			.5%	.8%	.7%	1.3%	1.3%	1.8%	6.4%

**Students**  
**N= 377**  
**13%**

# 2-3+ Years Behind in Reading By Subgroup

Of 377 students assessed that were 2,3 or more grades below	#	%		Of the total subgroup population assessed	#	%
Multilingual	88	23%		Multilingual	178	49%
Special Education	189	50%		Special Education	439	43%
Economically Disadvantaged	120	32%		Economically Disadvantaged	326	37%
Asian	60	16%		Asian	924	7%
Black	35	9%		Black	90	39%
Two or More Races	20	5%		Two or More Races	180	11%
White	261	69%		White	1,693	15%
Hispanic	95	25%		Hispanic	239	40%



## C. FY24 Preliminary District Budget

- Superintendent's initial presentation at the 1/12/23 ABRSC meeting
- Packet with slides available on the School Committee page at [abschools.org](https://abschools.org)
- Administrative budget priorities include *“ensure effective supports for students with disabilities, and students from underserved populations”*
- Tight fiscal reality; +2 FTE English learner educators requested with a reduction of -22.4 FTE across the system, other non-personnel cuts





## D. School Resource Officer (SRO) Program Status

- District sent interest form for volunteers to serve on an ABRSC subcommittee to study the SRO program
- Vote to appoint subcommittee chair and members at the 1/12/23 ABRSC meeting; 6 parents/guardians of SWD expressed interest
- Subcommittee will make recommendations, including a revised Memorandum of Understanding (MOU) if warranted
- SEPAC can send input regarding the MOU to the Superintendent and/or the subcommittee chair

[mass.gov/doc/2022-school-resource-officer-memorandum-of-understanding/download](https://mass.gov/doc/2022-school-resource-officer-memorandum-of-understanding/download)

# E. Access & Inclusion at PTO & School-Based Events

- Under Section 504 of the Rehabilitation Act of 1973, students with disabilities are to have equal opportunity for participation in nonacademic and extracurricular services and activities
- Entities (Community Ed, PTOs) using district resources are required to provide reasonable accommodations
- Staff collaborate with PTOs to ensure access for fun runs
- SEPAC offer to with individual PTOs to make suggestions
  - Ask about accommodations with registration forms
  - Provide accessibility information in ads (like Open Door Theater)
  - Opening events early
  - Other ideas?

---

## A Complete Guide To Interacting With A Person Who Has A Disability

---

Step 1:


**Treat the person like a human being.**

Step 2:

**Repeat Step 1.**



**Emily Ladau** ✓  
@emily\_ladau

\*Grabs megaphone\* 

What do we want? ACCESSIBILITY!  
When did we want it? 32 years ago!  
[#ADA32](#) [#DisabilityPrideMonth](#)

10:05 AM · 7/26/22 · [Twitter for iPhone](#)

## F. Extended School Year Information

- See the AB SEPAC's ESY FAQ for information and resources (will be sent in newsletter and posted on Facebook @absepac)
- ESY eligibility should be determined annually for each student
- Documented regression isn't required
- Now is the time to document regression from breaks
- Risk of regression and issues with recoupment should also be considered

# G. Other AB SEPAC Priorities for 2022-2023

1. Outreach & Community Building
  - a. McCarthy-Towne PTO supporting students presentation recap
  - b. Basic Rights: Transition Planning workshop recap
    - 30 registered; 21 in attendance
    - Slides and resources available
  - c. Autism listening session slated for February 2023
2. Board Recruitment for Friends of AB SEPAC 501(c)(3)
  - Need Executive Director, President, and Secretary
  - Descriptions available in Friends of bylaws

## IV. New Business

Other topics on  
people's minds





# Town Elections for School Committee Members

## ACTON

- Three 3-year terms up for election
- Seats currently held by Amy Krishnamurthy, Kyra Wilson Cook, and Yebin Wang
- Last date to obtain papers is **March 3** with a filing deadline of **March 7**; Acton town election is April 25

## BOXBOROUGH

- Two 3-year terms up for election
- Seats held by Evelyn Abayaah-Issah and Tessa McKinley
- Last date to obtain papers is **March 24** with a filing deadline of **March 28**; Boxborough town election is May 16

*Per our bylaws, the AB SEPAC does not campaign on behalf of or in opposition to any candidate for public office*

# 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 issues identified via 2021-2022 parent/guardian survey
- G. Need for consistent K-12 executive functioning curriculum

# VI. Adjournment

- We will **vote to adjourn the meeting**
- 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

**Next Meeting February 15, 2023, 7 p.m. Over Zoom**  
**Meeting Information Available @absepac.org**

# Thanks & Contact Information

Our thanks to Director of Special Education Jen Truslow,  
Director of DEI Jen Faber,  
and the Acton-Boxborough Regional School Committee for their  
ongoing collaboration

absepac.org  
 @absepac  
abrsdsepac@gmail.com