**SEAC Meeting Minutes**

**8-27-2020**

Meeting was held via ZOOM

SEAC members present: Jodi Rollins (parent), Sara Recile (other stakeholder), Katie Millet (teacher). Absent: Honesty Howard (parent). Chair: Lynn Hathaway (Director of Special Education)

Meeting called to order.

LH explained public comment & open meeting forum, along with role as chair (non-voting except in case of tie).

All members present were introduced. Each explained why they applied to be on the APS SEAC as well as what their hopes/expectations for the committee were.

LH: Informational - purpose of APS SEAC, information about APS special education, and Robert’s Rules of order.

New Business:

District: informational updates

Committee Discussion around potential focus areas for 21-22: JR, SR & KM discussed the need for more meaningful information and participation in the IEP process for parents that might include a welcome packet that contains critical and needed information regarding the importance of the IEP, the IEP process and one that welcomes parents & families to participate as valued members of the IEP team. This included a possible one-pager given to parents in advance of the IEP meeting, a more detailed Welcome Packet and also a user-friendly hub or access point for parents to find resources. SR discussed the need for long-term project on a useable web presence. Also discussed an anonymous survey for teachers to provide feedback and identify support and resource needs for teachers.

JR motion to focus APS SEAC efforts for 21-22 on:

1. Welcome packet for parents and a one pager outline the IEP process and the importance of parents as critical IEP team members (with long-term goal for improved web/hub of resources and information for parents.
2. An anonymous survey for teachers to give opinions and feedback regarding needed support in the classroom.

Focus motion was seconded by SR. All members voted to approve motion and motion passed.

Discussion: Use of the SEAC committee Google folder to develop and share potential one pager, welcome packet content and other committee work.

KM made motion to adjourn, seconded by JR. Meeting was adjourned.