

# MINUTES

SECAC

*February 2, 2023*

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## In Attendance

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Kelly Martin, Jeanne Erdley, Kara Stone, Laurie Rajala, Mary McClintock, Sirena Snorten, Angelique McKoy, Suzanne Oshinsky, Rachel Trovato, Angela Sittler, Melissa Metzger, Tracy Masur, Pete Schlehr, Erin Kassouf, Colleen Sasdelli, Carie Sadowski, Kristin Jenkins, Kim Heeter, Sam Burdette, Pauline Timmons, Lo An Fine, Rachel Harbin, Erna Duncan, Jin Chen, Sydney Hasten, Teresa Ragsdale, Stephanie Sand, Andrea Carter, Megan Bridges, Joy Parker, Chuck Dierbach

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## Welcome & Announcements

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1. Welcome from SECAC.
2. Upcoming Meeting on March 2, 2023 – How to Prepare for the Annual IEP Meeting from the Parent Perspective
3. Notices for Community Events are through Facebook group and/or Email list.
4. Please leave questions and comments in the chat. It is being monitored.
5. Zoom norms

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## Director of Special Education Colleen Sasdelli

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Harford County Teacher of the Year took a team of educators to volunteer at the Polar Bear Plunge. In the next week or two, the blue print implementation plan for HCPS will be posted on the Superintendent's page of the HCPS website.

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## Presentations

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How to Prepare for the Annual IEP Meeting from the Teacher Perspective – Erin Kassouf and Pete Schlehr

1. 30 days prior to meeting > data collection (input from staff/parents, progress reports, classwork, current levels)
2. 30-10 days prior to meeting > scheduling
3. Month of meeting > draft developments (progress reports to close current IEP, begin the new IEP, review current levels, consideration of accommodations such as supports/aids, development of goals/objectives)
4. 5 days prior to meeting > Share the draft IEP with family
5. Week of meeting > Is ESY needed? Gather paperwork needed.
6. IEP Meeting time!
7. Within 5 days after meeting > update changes to draft IEP, finalize the PWN (prior written notice), send to parents

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## Q&A

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Q. What do you accept as Parental Input? A Word doc or do you have a form to complete?

A. HCPS accepts parent input in any way that the parent is comfortable providing. We do have a form that can be sent home. Parents also sometimes provide written input in a Word document or verbal input prior to or during the meeting.

Q. How often does a student receive a psychological assessment?

A. There is no rule as to how often a psychological assessment is administered. The IEP team is required to consider reevaluation at least every 3 years. At that meeting, the IEP team decides if updated assessments, including a psychological, are needed. As a parent/guardian, you have the right to request that specific assessments be administered.

Q. When should we receive the PWN after an IEP? Is there an official timeline?

A. Yes, it should be sent within 5 business days of the IEP meeting.

Q. Am I supposed to be getting a draft IEP with updates/changes instead?

A. Yes.

Q. If an IEP is amended during the year and services are added as a result of additional assessments, when is the next annual review? Is it a year after the amendment or based on the original IEP date?

A. If it is an amendment, the annual date doesn't change.

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## Giveaways

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Special Education Law – Erna Duncan  
Sensory items – Sirena Snorten

Minutes taken by Kara Stone, Secretary/Treasurer