

MINUTES

SECAC

January 4, 2024

In Attendance

Jeanne Erdley, Kara Stone, Suzanne Oshinsky, Colleen Sasdelli, Megan Fitzgerald, Lo-An Fine, Kim Heeter, Pauline Timmons, Kathy Pitrat, Karetha Charles, Marlo Lemon, Abimbola Adegbilero, Joy Parker, Erna Duncan, Sarah Walter, Anne Valencia, Carie Sadowski, Edna Koimur, Heather Harrison, Jessica Strobel, Angela Sittler, Ave Vanlandingham, Kim Lingenfelter, Laurie Rajala, Lisa Taft, Marcie Goldheim, Penelope Shevnenell, Rachael Browning, Tracy Masur, Zak Bellinger

Welcome & Announcements

1. Welcome from SECAC.
2. Introduction of SECAC Board Members
3. SECAC bylaw change in the meetings section: Meetings are held monthly, except for July and August. December, January and June meetings are at the discretion of the SECAC Board after reviewing HCPS calendar.
4. Upcoming Meeting: February 1, 2024 – IEP Panel TBD – VIRTUAL
5. Notices for Community Events are through Facebook group and/or Email list.
6. Please leave questions and comments in the chat. It is being monitored.

Colleen Sasdelli – Director of Special Education – Information Share

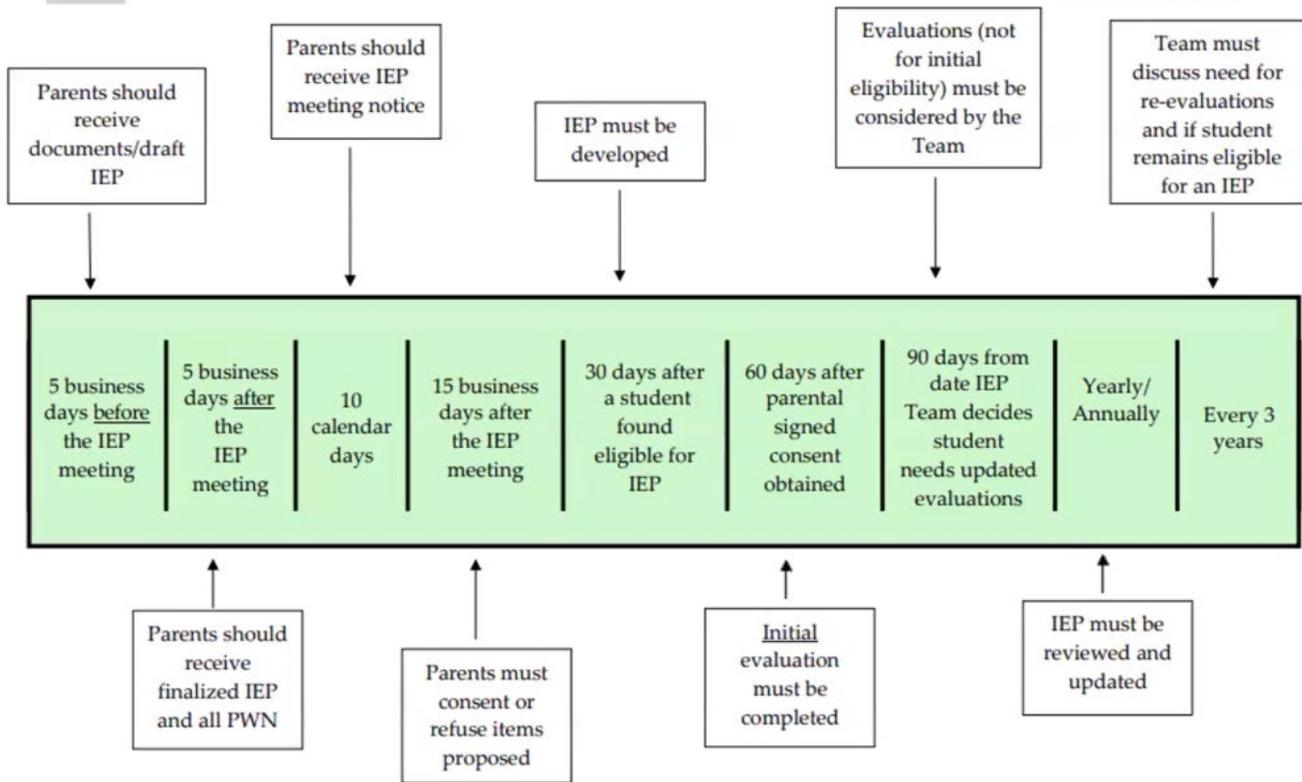
State testing begins in the spring. HCPS is starting their next year budget on Monday. Parent input is always appreciated.

Presentation – IEP Meeting Basics – Marlo Lemon – Parents Place of Maryland

- I. Parents Place of Maryland Information
 - A. Empowers families as advocates and partners in improving education and health outcomes for disabled children and those with healthcare needs.
 - B. Established in 1990 and governed by parents with special needs children.
 - C. Provides one on one assistance to families, resource sharing, leadership and topical training, and military outreach.
- II. Parents are the experts.
 - A. We know our children best; therefore, we are qualified to sit at the IEP table.
 - B. Special education is more effective when parents are involved.
 - C. Parents are entitled to participate in everything that is related to your child.
 - D. Ask questions on stuff you don't understand.
- III. IEP = Individualized Education Program whose required components include present levels, measuring progress, annual goals, supplementary aids and services.
- IV. PLAAFP = Present Levels of Academic Achievement and Functional Performance. It drives the remainder of the IEP.

- V. The IEP Meeting Process
 - A. It begins with a notice of the upcoming meeting.
 - B. Before the meeting:
 - 1. Ask someone to go with you to the meeting.
 - 2. Think about future goals for your child.
 - 3. Make a list of your child's strengths and weaknesses.
 - 4. Make a list of what help your child needs and what has and hasn't worked.
 - 5. Talk with your child about the IEP process.
 - 6. Confirm attendees and their roles.
 - 7. Make notes of what you want to discuss during the meeting.
 - 8. Prioritize key issues.
 - 9. Make copies of anything you want the school to have that they don't already such as health records, etc. Send them before the meeting and ask for the team to review.
 - 10. Review the draft IEP at least 5 days prior to the meeting.
- VI. The 5 Day Rule is a law enacted on July 1, 2019 that says schools must provide information to parents five days prior to the meeting.
- VII. What To Bring To The IEP Meeting.
 - A. IEP folder/binder
 - B. Assessments/evaluations
 - C. Current and past IEP's
 - D. Work samples to discuss, if any.
 - E. Medical reports.
- VIII. During the IEP Meeting
 - A. Ask for clarification of new terms and programs.
 - B. Find out how the child will participate in the classroom, peer activities, etc.
 - C. If you want to record the meeting, get permission first.
 - D. Ask questions and provide input.
- IX. After the meeting
 - A. Thank the team in an email.
 - B. Include in the email a summary of the goals.
 - C. Stay in contact.
 - D. Monitor your child's progress.
 - E. Ask the teachers what to do to reinforce skills at home.
- X. Tips
 - A. Ask "why".
 - B. Ask them to help you understand.
 - C. Don't take no for an answer.
 - D. Ask them to show you where it is written.
 - E. Document everything.

Maryland IEP Timelines



[MSDE Parent Notice of Procedural Safeguards, revised March 2019](#)

The Parents' Place of Maryland • 802 Cromwell Park Drive • Suite H • Glen Burnie MD 21061
 Phone 410-768-9100 • Fax 410-768-0830 • ppmd.org/contact • www.ppmd.org

SPED January 2021

Q & A

Q. When a parent requests an IEP meeting, what is the time frame for the school to schedule the meeting?

A. 20 days.

Q. When does an IEP no longer become effective?

A. It goes until 21 yo if in school. Every college has a disability office.

Q. Any recommendations for transitioning an IEP from elementary school to middle school?

A. Try to connect with elementary school coordinator to get in touch with the middle school coordinator.

Marcie Goldheim and Penelope Shevnenell

Minutes taken by Kara Stone, Secretary/Treasurer