

ZACHARY COMMUNITY SCHOOL DISTRICT

2023-2024 Annual Special Education Advisory Council (SEAC) Report



5/9/2024

What is the purpose of [LEA]'s Special Education Advisory Council?

R.S. 17:1944 requires local public-school systems to create a special education advisory council to provide advice and feedback regarding special education policies, procedures, and resources. The council shall also engage in outreach activities to the community at large to increase the level of knowledge, support, and collaboration with respect to special education.

Members and Roles

Member	Role
Kiara Beverly-Lee	Parent
Tara Cox	Parent
Lauren Felder	Parent
Takila Joseph	Parent
Kimberly Coulon	Parent
Belle Green	SPED Paraeducator (2023) then SPED Teacher (2024)
LaShaunda Tate	Special Education Teacher
Cynthia Chesterfield	Entity That Serves Students with Disabilities
Charlotte Delatorre	SPED Instructional Support Specialist, Chair-2024
Aeneid H. Mason	Director of Special Education, Chair-2023

2023-2024 Meetings, Agendas, Minutes

March 20, 2024	ZCSD School Board Office	Agenda 3-20-24.docx March 20, 2024 SEAC Minutes.docx
April 17, 2024	ZCSD School Board Office	Agenda 4-17-24.docx ZSEAC April 17, 2024 Minutes.docx
May 1, 2024	ZCSD School Board Office	Agenda 5-1-24.docx ZSEAC May 1, 2024 Minutes

A quorum was met at each meeting. A Save the Dates flyer was emailed to members. Meeting notices were sent via email and posted at the school board with agendas. PowerPoint attachments were sent to members when available. A reminder email was sent the day prior to the meetings.

Executive Summary

1. An overview of special education in Zachary Community School District was shared with the SEAC
 - a. An overview of students with disabilities' academic performance data and subgroup performance was shared with the SEAC. Our council was especially excited about the growth of our students at Copper Mill Elementary School. Our district partnered with Blue Engine at Copper Mill Elementary School to initiate an inclusion program for 5th and 6th grade students. This will expand to the 7th grade at Northwestern Middle School for the 2024-2025 school year. Our district also partnered with LASARD (Louisiana Autism Spectrum and Related Disorders) to provide support for our Pre-k through 4th grade students and teachers.

- b. An overview of special education financial data was shared with the SEAC. Our current special education budget was presented to the SEAC followed by an opportunity for Q and A.
2. Highlights and Accomplishments of the Council. The council oversaw the development of the SEAC information on the ZCSD website. A landing page on the website for parental and community resources is being developed.
3. Areas of Improvement, Next Steps, and Timeline of Upcoming Activities. Most of our council members expressed an interest in reapplying to continue the work that started. One of our members expressed interest in applying to the state SEAC. We plan to have our scheduled meetings spread out with one in the fall, winter and spring.
4. Explain how parent engagement is encouraged throughout the school system and what activities sought to promote parent engagement. Our parents on the SEAC would like to be listed as resources on the website for other parents to contact if they have questions and/or concerns. Our SEAC would like us to have more parent information nights with agencies like Families Helping Families.
5. Updates on new initiatives and suggestions on other areas needing addressing. Our parental resource and website landing page is in development and will be launched early in the fall.

How to Join

All positions are currently vacant for the 2025-2027 term. A survey will be sent in July, 2024 regarding the application and selection process to all parents of students with disabilities and pertinent district and community stakeholders.

For more information, please visit: ZSEAC@zacharyschools.org

Zachary Community School District
SPECIAL EDUCATION ADVISORY COUNCIL (SEAC)

March 20, 2024

5:30 PM

Minutes

Location: Zachary Community School Board Office

In Attendance: Belle Green, Kiara Beverly-Lee, Lauren Felder, Cynthia Chesterfield, April Hampton (guest of Cynthia Chesterfield), Aeneid Mason, Charlotte Delatorre

The meeting opened at 5:30 pm by Charlotte Delatorre followed by a brief Welcome Back from Aeneid Mason.

Goals for the 2023-2024 school year were discussed.

A Zachary Special Education Newsletter and/or Flyer will be launched for parents on the ZCSD website. Charlotte Delatorre will contact the district Web master to discuss layout and creation.

Improving Transition Programs for high school was listed as a second goal. This year's transition fair was described and discussed.

Behavioral Support trainings is a third goal. We discussed our partnership with LASARD (Louisiana Autism Spectrum and Related Disorders) this year in the Pre-K through 4th grades and how they have come in a worked with our teachers and paras in the SPED classrooms. Mrs. Mason is considering expanding the partnership with LASARD to next school year to include working with our regular education teachers. We are utilizing new behavioral support programs, Navigate 360 and Insights to Behavior. Navigate 360 is a computer-based program used with 5th-12th grade that targets specific behaviors for students and teaches them appropriate behavioral replacements. Insights to Behavior is a program that assists our teachers and administrators to write behavior intervention plans.

Improving parental engagement was listed as the fourth goal. Mrs. Mason asked for suggestions from the SEAC about improving parental engagement and thinking about more activities in the Zachary area for social activities.

A breakdown of Students by Exceptionality and Age Ranges for Zachary schools was shared with the members.

State Special Education Score Results were shared, and it was announced that Zachary schools is second in the state in Special Education and that we had shown significant growth specifically with Copper Mill Elementary School.

Mrs. Mason gave an overview of the 23-24 Special Education Budget and showed the members the actual budget. Mrs. Mason asked in the grant to purchase a lift bus for SPED and it was approved. Mrs. Mason would like to hire a transition coordinator.

The meeting was then open for discussion, questions, and suggestions. Mrs. Chesterfield talked about some programs and events that are going on through Families Helping Families. Mrs. Mason and Mrs. Chesterfield talked about the State SEAC and that it was reestablishing it's entire council and are currently taking applications.

The next meeting date was scheduled for Wednesday, April 17 as a make-up date for the original meeting of January 24, 2024 (canceled due to inclement weather). The last meeting for this school year will be Wednesday, May 1, 2024.

Meeting was adjourned at 6:40 pm.

**Zachary Special Education Advisory Council
(SEAC)**

April 17, 2024

5:30 PM

Minutes

Location: Zachary Community School Board Office

In Attendance: Belle Green, Alex Stephens (guest of Belle Green), Aeneid Mason, Charlotte Delatorre, Lauren Felder, Kim Coulon, Cynthia Chesterfield, Takila Joseph

The meeting opened at 5:30 pm by Charlotte Delatorre.

1. Parent/Community Resource Links: In preparation of the SPED Newsletter of flyer launch, Parent and Community Resource links were shared with the members via email. Each one was opened and discussed. Mrs. Chesterfield gave an excellent tour of the Families Helping Families site. Mrs. Mason shared that a large group of our teachers, paras, and administrators will be attending a 2-day ABA conference this summer in Alexandria by **Phil Picotta**. He will then come to ZCSD for a Teacher/Para Bootcamp on August 1st. Dr. Clark is providing Teacher and Para trainings for ZELC on April 19th and 25th. The SEAC members discussed the Transfer of Rights of students upon the age of majority and would like another information session on that topic for parents.

2. BESE Bulletins Links: Links to Bulletins 1508 and 1706 were shown and shared via email and discussed briefly.

3. Policy from LDOE: Federal, State and Local Responsibilities concerning special education were shown and shared via email. Discussion was centered around grants and funding and distribution of funds. Mrs. Mason was able to explain the process and responsibilities. The Local SEAC report is to be submitted to the LDOE by May 31, 2024.

4. Goals for the 2024-2025 School Year and 5. Discussion/Questions/Suggestions:

It is planned to spread the SEAC meetings out over the school year next year to Fall, Mid-Year, and Spring. The SEAC members discussed wanting more information on the budget, LEAP scores and more information about LEAP for parents, LDOE information, Completing a Survey, Alternative fieldtrips for our SPED students. Mrs. Mason discussed the application process for the next two-year term for SEAC and offered for anyone interested can re-apply.

**Zachary Special Education Advisory Council
(SEAC)**

May 1, 2024

5:30 PM

Minutes

Location: Zachary Community School Board Office

In Attendance: Aeneid Mason, Charlotte Delatorre, Kiara Beverly-Lee, Belle Green, Takila Joseph, Cynthia Chesterfield, Lauren Felder, Kim Coulon

The meeting opened at 5:35 pm by Charlotte Delatorre.

1. Update on Newsletter/Flyer:

Mrs. Delatorre met with Amiee Belue, ZCSD Webmaster. She will build us a “landing page” with the resources and links to the resources for parents and community to access. Mrs. Delatorre is working on compiling the list of resources and will take suggestions for others to be added.

2. Application Process for the 2025-2027 SEAC:

Mrs. Mason explained that the Survey Application will be sent out in late June to parents of special education students from our district. The council is to be made up of certain percentages of parents, community people and teachers, paraeducators, and at least one student. If no students apply, Mrs. Mason will ask for suggestions from the council. Mrs. Coulon reported that when she applied, she had received the link from someone else. Most of the group expressed that they enjoyed serving on the council and that they would like to re-apply.

3. Discussion/Questions/Suggestions:

ABA (Applied Behavioral Analysis): Mrs. Mason and Mrs. Chesterfield discussed current legislation regarding ABA therapy vs. Instruction time and the possible difficulty of ensuring that required instructional time is maintained. Mrs. Beverly-Lee expressed that she brings her daughter to ABA after school specifically so she will not miss instructional time. Mrs. Mason answered questions about ABA and the process of getting ABA therapy in school.

ESY (Extended School Year): Mrs. Mason discussed that it has recently come to her attention that we need to do a better job of explaining to parents about ESY and how students qualify and the differences between ESY and regular summer school. Mrs. Coulon asked why ESY is so short this year. Mrs. Mason explained.

LEAP Connect Scores: A small discussion about LEAP Connect took place and that scores should be out in the late summer.

4. Thank you for your service on the SEAC:

Mrs. Delatorre and Mrs. Mason presented each member with a Certificate of Appreciation for their two-year commitment and service to the Zachary Community School District's Special Education Advisory Council. This was followed with a group picture.

Meeting was adjourned at 6:30