

Purpose

The Special Education Advisory Council (SEAC) shall advise Alexandria Public Schools on the education of children with disabilities. The Essence of the Council's purpose is to provide a broad base of input to Alexandria Public School policies, practices, and issues related to the education of children and youth with disabilities who are between the ages of birth to twenty-one.

Functions

The Special Education Advisory Council shall:

1. Support, advocate, and advise Alexandria Public Schools on special education matters.
2. Advise the Director of Student Support Services on special education-related issues and engage in at least one substantial project each year.
3. Provide a forum for parents and staff to share ideas, identify concerns, and advise Alexandria Public Schools, in order to improve services for children with disabilities.
4. Provide input into the decision-making process of the special education department. Provide a communication link with the community at large. Advocate for high-quality educational programs for all learners,

Membership

The SEAC shall be comprised of volunteers with a majority of the members being parents of students with disabilities or individuals with disabilities. Membership on the council shall be composed of individuals involved in, or concerned with the education of children with disabilities and may include:

1. Parents/guardians of children with disabilities;
2. Individuals with disabilities;
3. Teachers;
4. Representatives of institution of higher education that prepare special education and related services personnel;
5. Local education officials;
6. Administrators of programs for children with disabilities;
7. Representatives of private schools;

8. Representatives of a vocational, community, or business organization concerned with the provision of services to children with disabilities; and
9. Representative for area juvenile and correctional agencies.

Terms of Membership

1. The term of each member shall be 2 years and expire on June 30th of the second year.
2. Members may reapply and continue on the Council if they so choose.

Meetings

1. The SEAC shall meet as often as necessary to conduct its business, but not less than three (3) times during each fiscal year at a time and place determined by the Director of Student Support Services. Meetings are open to the public.
2. Workgroups may be delegated to work on projects related to goals. Work groups will report to the large group.
3. A draft of the meeting minutes will be sent for members to view.

Participation by Non-council Members

Individuals who are not SEAC members are welcome to attend meetings and may address an issue on the agenda after being recognized by the Chair.

Notice of Meetings

Notice of the Special Education Advisory Council meetings shall be sent prior to the meetings. SEAC members may submit agenda items for consideration. A central telephone information number and email of the Director of Student Support Services Department will also be listed in the announcement to assist individuals who wish additional information regarding meeting agendas.

Quorum

A quorum shall consist of a majority of the current active members. An active member will be defined as a member who has attended at least one meeting in the current fiscal year.

Dealing with Conflict

SEAC members come from a variety of backgrounds and perspectives. As a result, differences of opinion will inevitably arise. Resolution of conflict will be accomplished with members using flexibility, compromise, and respect.

SEAC Norms

- Attend every meeting
- Model good listening- no sidebar conversations
- Participate positively- no sarcasm or demeaning comments
- Attack the problem, not the person
- Agree to disagree
- Problem solve rather than problem admiration
- Listen actively- don't work on other projects
- Laugh, enjoy each other