



**Special Education Advisory Committee Meeting Minutes**  
**LCPS Administrative Building, 21000 Education Court, Ashburn, Virginia 20148**  
**SEAC Sponsored Presentation: 6:00 – 7:10pm**  
**Business Meeting 7:15 to 8:30 pm**  
**Wednesday, March 6, 2024, Live Stream: <https://www.lcps.org/Page/140009>**

**Presentation: Executive Functioning: Promoting grit...but not grind**

Presenter: Rachna Varia, PhD, Licensed Clinical Psychologist, Mindwell Psychology

**Business Meeting**

**Public Comment**

**Lisa Williams-** Concerns about daughter's literacy. Daughter is unable to read at the end of elementary school. Does not feel that interventions have been effective. Does not feel that data provided is sufficient to meeting daughter's needs. Teams should focus on strengths and how her daughter learns. No phonetic awareness goal for her daughter. Fractured cultures across eligibility and special education teams that does not lead to collaboration and is a terrible experience.

**Rock Ridge Performing Arts-**Upcoming performance of Frozen. Nine performances. April 27 @ 11am relaxed performance.

**1. Office of Special Education Update- Dr. Paige Carter**

- Currently serving 10,228 students with special needs. This is an increase of 119 students from last month.
- Professional Development for Special Educators was a great success and keynote was about Data collection and reviews and how it can enhance collaboration with families.
- **Current openings**

Teachers 45, Teaching Assistants 19 Currently, 624 vacant positions out of 1016 teacher/teacher assistant positions.

- There has been increased collaboration for staffing.

**2. Department of Student Services- Nykea Purnell**

- One LCPS Strategic Plan for Excellence- provided to board in February.
- Upcoming School Board presentations on MTSS and Student Mental Health in LCPS, March 12<sup>th</sup> @ 4:30pm
- Shout out to Office of Special Education for an amazing professional learning experience.

**3. Recognition of Megan Cannon- for all her help with the SEAC Awards Ceremony**

**4. Presentation of The Virginia Freedom of Information Act (FOIA) For Local Officials**

Alan Gerhardt-Executive Director of VA-FOIA

PowerPoint is available on the FOIA Council website:

<https://www.virginia.gov/agencies/virginia-freedom-of-information-advisory-council/>

5. **New Business**  
**Reports and Updates**

a. Policy and Compliance Subcommittee  
**Policy Reviews**

**Policy 6640, Emergency First Aid, CPR and AED Certified Personnel**

Concerns & Recommendations:

**Concern 1:** The policy as written does not explicitly reference diabetes in the title or opening paragraph, although the policy does reference diabetic care later in the policy.

**Concern 2:** The policy is not up to date with current diabetes management practices in schools as outlined by the American Diabetes Association (ADA) and VDOE (see attached reference documents) and is not up to date with the current technology most students diagnosed with T1D are utilizing to support diabetes management during the school day.

**Concern 3:** Current LCPS practice results in students with diabetes not being carefully monitored across the school day, resulting in unnecessarily being pulled from instruction to treat preventable high and low blood glucose levels. Low blood glucose can develop over a short period of time and impacts students functioning including but not limited to concentration, processing, and behavior. If treated early, most episodes of hypoglycemia can be treated in the classroom with fast-acting sugar. Delayed treatment of High blood glucose can result in symptoms of illness, slowing of cognitive functioning, and attention, and many long-term health issues. Current LCPS practice results in parents having to be “on call” throughout the school day in order to monitor their child’s CGM data from a remote location, insert or reinsert pump insets, and provide diabetes care.

**Concern 4:** This policy does not address the staff training requirements needed to keep our students with diabetes safe in our schools. It is critically important to have staff who are trained to read and respond to continuous glucose monitor (CGM) alarms and trends, manage levels of blood glucose levels throughout the day, and reinsert insulin pumps when needed. There needs to be enough trained, redundant staff to cover staff absences or sicknesses so that our students with diabetes are able to attend school safely and without interruption. State Guidelines specify 3 tiers of training and for whom they are appropriate.

**Recommendation 1:** Change the title of this policy to “EMERGENCY FIRST AID, CPR, AED, AND DIABETES MANAGEMENT” to clearly articulate that this policy covers diabetes as well as emergency first aid, CPR, and AED.

**Recommendation 2:** Line 3, add “diabetes management, and” after “training for” “Loudoun County Public Schools provides training for diabetes management, and emergency first aid, Cardiopulmonary Resuscitation (CPR), and Automated External Defibrillator (AED) certification in accordance with Code of Virginia Section 22.1-274.”

**Recommendation 3:** Add citation for “§ 22.1-274.01:1” on line 4 where relevant Code of Virginia is referenced. This section of code addresses “Students who are diagnosed with diabetes; self-care; insertion and reinsertion of insulin pump.”

**Recommendation 4:** Replace at Line 9, “shall be at least two employees who have Level 3 diabetes training in the administration of insulin, including the use and insertion and reinsertion of insulin pumps or any of its parts, reading and responding to continuous glucose monitor (CGM) alarms and trends, and the administration of glucagon and insulin. Staff working with students diagnosed with diabetes, to include but not be limited to teachers, bus drivers, playground monitors, cafeteria managers, will receive Level 2 diabetes training.”

**Recommendation 5:** Replace at line 14, “having diabetes attend such school, there shall be at least two employees who have Level 3 diabetes training in the administration of insulin, including the use and insertion and reinsertion of insulin pumps or any of its parts, reading and responding to continuous glucose monitor (CGM) alarms and trends, and the administration of glucagon and insulin. All staff working with identified students diagnosed with diabetes, including but not be limited to teachers, bus drivers, playground monitors, and cafeteria managers, will receive Level 2 diabetes training.”

**Recommendation 6:** Replace at line 17, “a registered nurse or nurse practitioner, unless another member of the LCPS staff is authorized by the parent and per the Diabetes Medical Management Plan (“DMMP”), shall assist with continuous glucose monitoring, 5 | Page the administration of insulin, insertion and reinsertion of insulin pumps or any pump parts, and administration of glucagon.”

**Recommendation 7:** At line 29 add the following cross references:

AM. DIABETES ASS'N, Helping the Student with Diabetes Succeed: A Guide for School Personnel (2022), available at <https://diabetes.org/sites/default/files/2023-10/Schoolguide-final-11-16-22.pdf>.

VA. DEPT. OF EDUC., Diabetes Management in Schools: Manual for Unlicensed Personnel, available at <https://www.doe.virginia.gov/home/showpublisheddocument/32070/638090488413830000>.

**Motion to adopt this as presented with added concern of Seizure Action Plans. Motion passed unanimously.**

**Policy 6650, Personnel Training – Viral Infections**

**Policy 2620, Recognition of Student and Staff Accomplishments by the School Board**

**Policy 7318, Resignation of Staff Members**

**Policy 8273, Student Speech and Expression**

**Policy 8550, Parental Notification Concerning Sex Offender and Crimes Against Minors Registry**

No recommendations given, no discussion, motion carries unanimously

### **SEAC Chair Report**

- a. **2024 SEAC Awards** June 5th at 6:30PM at Rock Ridge High School
  - Look for the Call for Nominations!
- b. **2024/2025 Nominations Committee**- Carla Sola and Alicia McFadden
  - Presentation of the slate at tonight's Business meeting
  - Voting on April 3<sup>rd</sup> Business meeting

#### **c. Membership**

PTA/PTO Representatives and Member Training

77 Schools with PTA/PTO Representatives - **19 additional are needed**

20 voting members - **1 open memberships**

**Welcome new members** Beth Carlson and Sakina Zarhbouch

Membership application and SEAC bylaws are on the SEAC page on the LCPS website: <https://www.lcps.org/SEAC>

#### **d. Subcommittee Reports**

2023-2024 Subcommittee Co-Chairs- information will be sent out from each committee to members and PTO representatives

- **Meaningful Inclusion**, Co-Chairs Tom Ketcham and Carla Sola, Next meeting March 20, 2024
- **Literacy and Math**, Alicia McFadden and Erin Roselle Poe
  - Next Work session March 18<sup>th</sup> – 9:30 am – 10:30 am
- **Specialized Literacy and Math Work sessions @ LCPS Administration Building**
  - Quarter 3, March 18, 9:00-10:00AM
  - Quarter 4, May 13, 9:00-10:00AM
- **Transition**, Shehnaz Khan and Catherine Moran
  - Next Transition Work session May 22<sup>nd</sup> – 9:30AM – 11:30AM

### **Other Committees:**

- Career and Technical Advisory Committee: **Need a SEAC member** to serve on the committee. Meetings are the 3<sup>rd</sup> Wednesday of each month at 8:30 AM. Next meeting February 21, 2024.
- Gifted Education Advisory Committee (GEAC): Next Meeting, Thursday, March 7<sup>th</sup> - 7:00-8:30PM
- Equity Committee: 1<sup>st</sup> Thursday of the Month, Next Meeting, Thursday, March 7<sup>th</sup> - 5:30-7:30PM

#### **e. Parent Resource Services-Leanne Kidwell**

Summer Resource Fair- March 9, 2024 (Snow Date March 16, 2024)  
Diploma Options & Graduation Requirements for Students with IEPs-March 21, 2024  
Meetings are from 6:30 pm to 8:00 pm @ Historic Douglass High School

**Mental Health & Wellness Parent Series**

Parenting the Anxious Child- March 14, 2024

Meetings are from 6:30 pm to 8:00 pm @ LCPS Administration Building

**f. School Board Liaison-Dr. Kari LaBell**

No update. She is holding listening sessions the last Thursday of each month. She will review addition of seizure disorder response in Policy 6640.

**Next SEAC Meeting: April 3, 2024 @ 6:00 pm. Presentation: SEAC Annual Report SY 2022-2023**

**2. Adjourn: 9:03**

**SEAC Leadership:**

SEAC Chair	Liz Crotty	<a href="mailto:SEACChair@lcps.org">SEACChair@lcps.org</a>
SEAC Vice Chair Planning	Jennifer DiDonato	<a href="mailto:SEACViceChairPlanning@lcps.org">SEACViceChairPlanning@lcps.org</a>
SEAC Vice Chair Membership	Carla Sola	<a href="mailto:SEACViceChairMembership@lcps.org">SEACViceChairMembership@lcps.org</a>
SEAC Vice Chair Communications	Shehnaz Khan	<a href="mailto:SEACViceChairCommunications@lcps.org">SEACViceChairCommunications@lcps.org</a>
SEAC Secretary	Kathryn Rosenbrook	<a href="mailto:SEACSecretary@lcps.org">SEACSecretary@lcps.org</a>
SEAC Past Chair	Sharon Tropf	<a href="mailto:SEACPastChair@lcps.org">SEACPastChair@lcps.org</a>

**SEAC Liaisons:**

LCPS Staff Liaison, Director of Special Education	Dr. Paige Carter	<a href="mailto:Paige.Carter@lcps.org">Paige.Carter@lcps.org</a>
School Board Liaison	Kari LaBell	<a href="mailto:Kari.LaBell@lcps.org">Kari.LaBell@lcps.org</a>
School Board Liaison, Alternate	Melinda Mansfield	<a href="mailto:Melinda.Mansfield@lcps.org">Melinda.Mansfield@lcps.org</a>

**Stay Connected: Facebook:** loudounseac **Twitter:** @loudounseac **WWW:** [www.loudounseac.org](http://www.loudounseac.org)

*Anyone needing accommodations for a disability or translation services to attend or take part in this activity should call (571) 252-1011. Calls should be made five days prior to the activity when possible so that proper arrangements can be made.*

*If schools close for weather or other reasons, there will be no SEAC meeting.*

*SEAC is an advisory committee to the LCPS School Board*