



SCHOOL BOARD

## LOUDOUN COUNTY PUBLIC SCHOOLS

Ad Hoc Committee on Special Education  
Beth Huck, Chair

### MINUTES

Thursday, November 19, 2018, 4:00 p.m.

**Committee members and alternates present:** Beth Huck, Chair; Debbie Rose, Board member; Asia Jones, assistant superintendent, Pupil Services; Suzanne Jimenez, director, special education, staff liaison; Joy Engstrom, special education supervisor; Megan Wagner, special education supervisor alternate; Bridget Gorey, special education supervisor alternate; Doug Anderson, principal; Beth Robinson, principal; Lori Mercer, principal; Deana Czaban, parent; Nikki McMahon, parent; Jill Pope, parent; Chris Croll, Gifted Services; Craig Metz, SEAC; Shehnaz Khan, SEAC; Sharon Trof, SEAC past-vice chair; Michele Leffler, MSAAC; Karen Berlin, BCBA

**Absent:** Brenda Sheridan, Board member; Donna Smith, special education supervisor; Toni DeLuca Evans, special education supervisor alternate; Heidi Smith, principal alternate; Bridget Beichler, principal alternate; Kirk Dolson, principal alternate; Lorraine Hightower, SEAC past-chair

- I. **Approval of Minutes.** The Committee reviewed Minutes from the meeting held on November 8. Ms. Croll made the motion to approve. Ms. McMahon seconded the motion. The Minutes were approved 16-0-3; Ms. Rose arrived following the vote (absent: Brenda Sheridan, Board member; Donna Smith, special education supervisor; Lorraine Hightower, SEAC past-chair).
  
- II. **Public Comment.** No public comment.
  
- III. **Presentation.** Dr. Jones provided a presentation of proposed Policy 5345 Restraint and Seclusion of Students. The Policy was reviewed and Committee members were provided with clarification as requested. Dr. Jones and Ms. Huck shared that a Board policy is the process to share expectations and accountability. The Committee reviewed the draft Report of Recommendations to the Board. The report included five recommendations. The voting process was recorded as follows:

**Recommendation One:**

Motion to adopt: Debbie Rose

Second: Joy Engstrom

Discussion/amendments: none

Vote: 15 approved; 1 opposed; 1 abstained; 2 absent

**Recommendation Two:**

Motion to adopt: Debbie Rose  
Second: Craig Metz  
Discussion/amendments: none  
Vote: 17 approved; 2 absent

**Recommendation Three:**

Motion to adopt: Debbie Rose  
Second: Suzanne Jimenez  
Discussion/amendments: Craig Metz noted that the Virginia Regulations Governing Special Education for Students with Disabilities requires that the SEAC advise the School Board through the division superintendent. Mr. Metz suggested an amendment to the recommendation to read “the superintendent or designee” rather than “director of special education.”  
Motion to amend: Craig Metz  
Second: Debbie Rose  
Vote on the base motion as 17 approved; 2 absent

**Recommendation Four:**

Motion to adopt: Debbie Rose  
Second: Deana Czaban  
Discussion/amendments: none  
Vote: 17 approved; 2 absent

**Recommendation Five:**

Motion to adopt: Debbie Rose  
Second: Doug Anderson  
Discussion/amendments: Sharon Tروف asked about the use of the language “students with emotional and behavioral disabilities.” Suzanne Jimenez proposed the amendment to change the language to read “for students whose behavior impedes his/her learning or that of others.”

Motion to amend: tabled, substitute amendment offered

Craig Metz offered a substitute amendment to add language at the end of the recommendation. Following Committee discussion, he offered the substitute amendment to include “by the creation of two (2) Specialized Instructional Facilitators – Behavior (SIF-B) with the Board-Certified Behavior Analyst (BCBA) credential.”

Motion to adopt the substitute amendment: Craig Metz  
Second: Sharon Tروف  
Vote on substitute amendment: 11 approved; 5 opposed; 1 abstain; 2 absent  
(Approved: Pope, Tروف, Metz, Khan, Leffler, Croll, Berlin, McMahon, Anderson, Czaban, Huck); (Opposed: Engstrom, Robinson, Gorey, Jimenez, Rose); (Abstain: Mercer); (Absent: Hightower, Sheridan)

Vote to approve the base motion as amended: 17 approved; 2 absent

Following the review and votes on the Report, Sargent Milton Casteel shared information as a follow-up to the November 8 Ad Hoc Committee meeting regarding the role of the school resource officer.

- IV. **Next Steps.** The Committee will meet on December 13, 2018. Beginning with the December meeting, the format will include small group work to further discuss identified topics and potential recommendations.
  
- V. **Adjournment.** The meeting was adjourned at 6:25 p.m.