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| Date & Time: | 9-15-20 at 6:30PM |
| Location: | Google Meet |
| Attendance: | J. Figueroa, D. Perez, T. Acosta, D. Bassin, M. Katz, K. Heiner, D. Baker, M. Wilson |

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| Topic: | Discussion Summary | Actions | Responsible Party | Date to be Actioned by |
| Call to order | Tracy Acosta -discussed read rules for google meet. Asked for participants to use mute, post questions in chat, questions asked to be General in nature  SEPAG member introductions | Group will look for other platforms for future meetings  (technical difficulties experienced) | All | 9-30 |
| SPAN | Monique Wilson presented about SPAN and what SPAN is and how to contact | Continue to share Span info to SEPAG group members | All | Ongoing |
| Reopening plan and Q&A | In the interest of time questions were taken by Ms. Figueroa regarding current virtual learning from parents rather than sharing slides about reopening  Dierdre Bassin, Kim Heiner and DeeAnne Baker responded to questions via chat and asked questions on behalf of the participants  Main questions asked during meeting (complete list of questions from chat is sent to Ms. Figueroa)  **How will Students with IEPs be graded? Can their efforts be taken into consideration while they are working remotely since they are not receiving the same quality of education?** Yes, CST will be working with students and teachers will grade only on work submitted.  **Why are self-contained classes split into two cohorts with total students less than 10, why not all 4 days?** Plan will be continued to be reviewed every two weeks and although not right now, it can change in the future.  **Can all teachers be instructed to use google classroom in the same manner, so it is not confusing?** Yes, this will be communicated to the supervisors and principals.  **Can distance learning be included to change in the IEP?** Currently there is no guidance on including distance learning on the IEPS.  **Parents are concerned about not having their aids 4 days a week.** The plan will be continued to be reviewed every other week.  **Parents are concerned about the IEPS not being followed and the administration is communicating that they are following.**  Services are being provided as stated in the IEPS.  All the services are being provided within the schools reopening plans.  **Case managers do not return phone calls.** Case managers are supposed to contact the parents at the minimum on a weekly basis.  **Why don't you ask for proof that they are doing their jobs?** The live google doc is used to monitor case managers. Personal aides will be given laptops to use and log.  Inclusion Teachers will be starting a log about the modifications done for students.  **How are special education teachers addressing organizational needs and concerns for upper grades. Managing tasks and things of that nature?** Special education teachers report to building principals. Communication and feedback are ongoing with Ms. Figueroa and principals. Special education teachers include modifications as part of their lesson plans.  **We have a child in middle school with IEP and all virtual, and we are concerned he is not being challenged.**  Ms. Figueroa is communicating with the principal regarding the rigor of the work.  **If a parent is working full time, what can be done to not penalize students if they are not home during the day to help students in elementary school.** Principals and teachers are communicating with parents about these questions.  **Why are aides not checking in with students when they are virtual?**  They are supposed to be emailing students.  **Can you make your review of your criteria public so we can know why the 4 to 5 day in school is not being accommodated?** The review criteria include principals and has to do with safety. Will discuss with the superintendent about making it public.  **Since virtual was extended until October 15th, will this affect the students with IEPS coming in person?** No, it does not change.  **Will it be reconsidered before October 15th for bringing in children with IEPS?** Yes, they meet and reevaluate every 2 weeks.  **Why aren’t children with IEP’s offered 5 days per week?** The school is following the reopening plan. Related services are offered in person.  **Can virtual be given 5 days a week live, instead of 2 to 3 days?** Both cohorts must be taught which is why they cannot do both at the same time.  **Whose decision was it to not open every day for the students?** The reopening committees met during the summer, which included stakeholders.  **Emails are not answered**. Parents are encouraged to touch base again if they did not a response.  **Aides are not being utilized. They are receiving assistance only through emails.** This is a challenge for the aides on how to match the aides with the students and virtual has made this a challenge and they have recognized this and are working on that.  **Why can an IEP be changed to get a one on one aide. Why can't the aide attend chat and meetings with students to help?** Individual emails should be sent for individual cases.  **What are students being failed in class right now and it's hurting their self-esteem**? it is early for students to be failing. Everyone should be clear on the modifications and expectations. Reach out if they are already receiving failing grades at this point.  **What is the difference between Child study team and a case manager?**  Case manager oversees your child's case. Child study is the entire team, teachers, case manager, parents and may include psychologist, speech therapist, occupational therapist, or others. | SEPAG will compile list of questions to send to Ms. Figueroa to post answers for group  Common asked questions will be posted on Facebook, school website and emailed. | All | Ongoing |
| Closing Remarks | Michele Katz thanked members for coming and asked them to send suggestions and topics that they want to hear about in SEPAG meetings. | Check emails and Facebook for meetings suggestions  Reach out to presenters and speakers for future meeting | All | ongoing |
| Round Table | SEPAG board discussed platforms for future meetings.  Discussed sending out questionnaire to parents who were unable to attend today’s meeting on concerns relating to Re-Opening Plan. | Research platforms  Create and send out questionnaire | All | TBD |
| Possible Agenda Items for next meeting | IEP Rights and responsibilities  How to read an IEP meeting | Reach out to speakers at SPAN to present at next meeting | Diane Perez | 9-30 |

Submitted by Michele Katz

Next meeting October 13, 2020 at 6:30