

SEPTA Executive Board Meeting

July 13, 2022

7:00 pm

In attendance: N. Bajaj, S. Chapman, E. Debrich, C. Dickey, A. Heany, E. Henke

### **Meeting Minutes:**

#### General Discussion Before Agenda Items:

Meeting minutes will be posted for Executive Board meetings and General Membership Meetings. It was done before Covid, it should continue. The meeting minutes will also be sent to all building directors after being drawn up by the secretary and approved by the presidents.

Erin and Sivan need to be added to the banking account to issue checks.

To book meeting rooms, Donna Irwin is the new Facilities person for permits.

It was determined that a Speaker Series would be beneficial to SEPTA parents to teach parents about IEP questions/needs. Examples of what parents might need to know: To put teacher training on IEP, to put an emergency plan on the IEP. Such information can be posted as part of SEPTA's social media. A suggestion was made that there should be handouts for BTSN with chronological timelines for evaluations or information on how to get your child evaluated. It was agreed upon in a general way that SEPTA should act as an "on-ramp" for parents as they begin their journey of special education and that capturing the attention of parents in K and 1st grade, especially if their child is placed within AIS or other building-level supportive services.

#### Agenda Items:

1. PPS Agenda Ideas & Follow Up, creation of agenda for 7/22 Meeting for Co Presidents and PPS:

-Once an item is on an agenda, keep it there for future follow up. **The following questions were determined to be added to the upcoming meeting agenda by the committee members present:**

-How will the DESSA and strategic plan survey results and conclusions drive instruction and programming for the 2022-2023 school year?

-Tier 2 and 3 Summer Reading Support: What exactly were the turnout numbers? Parents are confused about the support - is there a plan for next year and having teachers provide parents with the information about summer support at spring Parent/Teacher Conferences or some other earlier time?

-Is there a plan to solicit feedback from parents about the summer support?

-Parents of K and 1st graders have inquired: Is the district currently doing the universal dyslexia screening?

-What is the breakdown of programming of services by class on the continuum of services? (see attached chart previously provided by the district)

We would love to help publicize the district's and schools' plans and protocols for student transitions? What dates and times have been determined, for example the puppet show?

-Did PPS meet with the head of the safety teams? New Safety Plan similar to Nassau County REACH Program in planning stages?

-Has it been determined how Donna Thiel will be utilized this year?

-Primary playdate: Can we get an update on numbers and classes so that we can schedule a date and time for our primary meet-ups?

## 2. Meeting with Board of Education Members

- i. -potential dates
- ii. -tone we want to strike, info we want to share, questions we want to ask

It was determined by the committee members present that Erin and Sivan should reach out to new BoE members to set a date for a meeting.

The committee members present agreed that SEPTA should be seen as a resource to educate and inform Board of Education members. After discussion on ideas, it was determined that the focus for meeting with BoE members can/should include: Teacher/Aide Training (or lack there of), Programming, Transparency and Communication. We are open to hearing more suggestions from absent committee members to help round out questions/issues to be discussed. The committee also concluded that to survey EB members and General Membership about the needs/issues/topics of importance within our SEPTA community is a good way to better understand what our community members need.

## 3. SEPTA goals for 2022-2023 school year

One goal discussed and agreed upon was to increase exposure to the community.

Speakers Series - IEP help, chronological timeline, health/wellness topics - anxiety, executive functioning, etc. Use survey results to inform speaker bookings.

SEPTA building directors will increase presence and engagement within their roles. SEPTA will look to connect and engage with building directors more often and provide them with more information and insight via meeting minutes and EB meetings to relay to parents and community. A plan is starting to be put in place to organize a meet up in August at Novita. Two other items recommended for goals included engaging K and 1 parents with SEPTA and communication, in general, between the district and parents. We are open to hearing and discussing more ideas for goals from absent committee members.

4. Partnership/Collaboration With School Age Family and Community Engagement Center at LIU and Hempstead Public Schools to create a SEPTA.

More information needed to be able to determine the best way to help; perhaps they can attend a board meeting or general membership meetings. Crissy was reaching out.

5. Fundraising- T-shirt creation and sale

It was determined that the PTA t-shirt fundraising site, while easy to use, might not provide SEPTA with the greatest return for fundraising efforts. A motion was made to reach out to the founder of Spectrum Designs to see if a partnership could be created through them for a Unity Day t-shirt and find out some more facts about pricing before a method of sale is decided and voted upon.

6. August meeting date?

Early August - Executive Board meeting; late August - a "night out" with the building directors at Novita?

7. Topics for next meeting:

- a. SEPTA Policies and Procedures - discussion and vote
- b. Additional SEPTA ideas/goals from brainstorming
- c. Membership Drive 2022-2023 Schoolyear
- d. Follow Up on BoE dates, questions, information share

END OF AGENDA TOPICS.

Concluding Action Items Determined in Meeting:

- Meeting minutes need to be made public and posted.
- Create agenda for 7/22 presidents meeting with PPS
- Reach out to BoE members to set a date to meet in late August
- EB members - generate and email any questions/information you would like to share with BoE members
- EB members - what topics/information would be helpful for membership to learn about this year through speakers/etc? Begin planning for a SEPTA Speaker Series
- Reach out to Hempstead Schools regarding the type of collaboration for SEPTA organization
- Reach out to Spectrum Designs regarding Unity Day Tshirt Fundraiser
- Plan an evening get together with building directors in late August and a meeting for early August for all EB members