



Monday, August 25, 2025
Special Education Citizens Advisory Committee Meeting

Board Room
191 S. East Street
Frederick, MD 21701
6:00 p.m.

1. Agenda

1.01 August 25, 2025 Special Education Citizens Advisory Committee Meeting Agenda

2. Minutes

2.01 Approval of the May 19, 2025 SECAC Meeting Minutes



Special Education Citizens Advisory Committee of Frederick County

Agenda Item Details

Meeting	August 25, 2025 - Special Education Citizens Advisory Committee Meeting
Category	1. Agenda
Subject	1.01 August 25, 2025 Special Education Citizens Advisory Committee Meeting Agenda
Type	Procedure
Department(s)	Special Education and Student Services

ATTACHMENT(S):

[08.25.2025.SECAC Agenda.pdf](#)

[SECAC Director Comments 8.25.25.pdf](#)



Frederick County Special Education Citizens Advisory Committee (SECAC)

Website: www.frederickcountymdsecac.com

Email: secacinformation@gmail.com

Meeting Agenda

Monday, August 25, 2025 6:00PM - 8:00PM

Board of Education Building

Board Room, 191 South East St.

Frederick, MD 21701

SECAC Mission Statement

The Special Education Citizens Advisory Committee (SECAC) works together to put children first. The Committee focuses on open and honest communication, improving effectiveness and accountability, identifying systemic issues, and advocating for appropriate resources. In collaboration with Frederick County Public Schools leadership of special education, parents, FCPS staff and community members, the Committee strives to facilitate positive changes in the delivery of special education services and the success and achievements of students with disabilities.

Call to Order: 6:00 p.m.

Chairperson Comments: 6:00-6:05 p.m.

Affirmation of New Members

Approval of Minutes: 6:05-6:10 p.m.

SY 2024-2025 Committee Members received a copy by email for review and access for comment prior to the August 18, 2025 meeting.

- [DRAFT - May 19, 2025 Meeting Minutes](#)

Guest Speaker: Marry Young, President, The Monocacy Foundation: 6:10-6:30 p.m.

Presentation Pending

Board of Education Liaison Comments: 6:30-6:40 p.m.

- Nancy Allen, Board of Education Member and SECAC Liaison



Office of Special Education Director Comments: 6:40-6:50 p.m.

- Katie Buckley, Director of Special Education Instruction & Student Performance
- Troy Keller, Director of Specialized Programs and Supports
 - Directors Agenda Pending

Special Education Partners for Success Comments: 6:50-7:00 p.m.

- Isamar Grenier, Family Support Coordinator
- Mary Grace Mayer, Family Support Coordinator

Special Education State Advisory Committee (SESAC) Updates: 7:00-7:05 p.m.

- Brook Schmidt, Maryland SESAC Chair and Frederick SECAC member
 - Information Pending

Subcommittee Reports:

- Budget Subcommittee - 7:05-7:10 p.m.
- Membership Subcommittee - 7:10-7:15 p.m.
- Communications Subcommittee - 7:15-7:20 p.m.
- Resource Fair/Events Subcommittee - 7:20-7:25 p.m.
- Ad Hoc: Student Voices Subcommittee - 7:25-7:30 p.m.
- Ad Hoc: By-laws Subcommittee - 7:30-7:35 p.m.
- Ad Hoc: Legislation Subcommittee (-:-- p.m.)
- Ad Hoc: Board of Education Election Subcommittee (-:-- p.m.)

Unfinished Business: 7:35-7:40 p.m.

New Business: 7:40-7:55 p.m.

- Comments from Parent Members
- Comments from Community Members
- Comments from FCPS Staff members
- Comments from Student Members

Public Comment: 7:55-8:00 p.m.

Adjournment: 8:00 p.m.

Next Meeting: September 15, 2025

DRAFT - Agenda respectfully submitted by:

Laura O'Neill



Director Comments--August 25, 2025

Agenda Items:

- EdPlan MD Updates- New IEP/504 System
 - Parent Portal Resources

Special Education Update (BOE Sessions)

- August 6, 2025: [Agenda Packet](#)- pages 115- 168
 - Students with Disabilities Data Information
 - Audit- [Annual Action Plan Update](#)

SECAC Recommendation Updates: Click image below or linked [here](#)



2025: SECAC Recommendation Progress



SECAC said...	We did...
Continue to review and expand the continuum of services for each school	<ul style="list-style-type: none">• Parent Inclusionary Guidebook (January 2025)• FCPS RISE: Opened in August 2024



Special Education Citizens Advisory Committee of Frederick County

Agenda Item Details

Meeting	August 25, 2025 - Special Education Citizens Advisory Committee Meeting
Category	2. Minutes
Subject	2.01 Approval of the May 19, 2025 SECAC Meeting Minutes
Type	Action
Department(s)	Special Education and Student Services

ATTACHMENT(S):

[5.19.25 SECAC Mtg Mins.pdf](#)

**SPECIAL EDUCATION CITIZENS ADVISORY COMMITTEE
DRAFT Meeting Minutes**

Monday, May 19, 2025, 6:00PM - 8:00PM

Board of Education Building
Board Room, 191 South East St.
Frederick, MD 21701

Attendance:

Chair: Jamie Shopland, **Co-Chair:** Terra Capps, **Secretary:** Laura O'Neill,

Members Present: Amy Nelson, Andrea Thompson, Ashley Barnett, Brook Schmidt, Claudia Gonzalez-Bengoa, Corby Fowler, Dawn Fersch-Burns, Drew Gannon-Nagle, Jake Kamnikar, John Chandler, Mayeli Romaro, Melissa Morris, Sarah Scherhauser, Stacie Schattenberg, Zoe Haughwout

Members Absent: Amy Kilpatrick, Jeanelle Lin, **Treasurer:** Jennifer Wheat, Joanna Bernhardt

Members, Non-Voting: Grace Mayer, Isa Grenier, Katie Buckley, Nancy Allen, Troy Keller, Dr. Jennifer Bingman

Members, Non-Voting Absent: 0

18 – Quorum

— Quorum not made at 6:08 pm with 14 voting members present

Minutes moved–Guest Speaker Moved before minutes motion

Call to Order: 6:00 p.m

Chairperson Shopland Comments:

- June Calendar of Observances
- New partnerships
- SECAC advancements
- SESAC FCPS presence
- Collaborative Workshops
- Increased presence at other events than SECAC Resource Fair

Approval of Minutes:

Committee received a copy of March 2025 minutes by email for review and prior to the April 28, 2025 meeting.

- [March 24, 2025 Minutes](#)

Committee received a copy of April 2025 minutes by email for review prior to the May 19, 2025, meeting.

- [April 28, 2025 Minutes](#)

Motion #24 (Schattenberg/Barnett) Motion to approve March 24 and April 28, 2025 meeting minutes.

18 in favor/ 0 oppose/ 0 abstained. Motion passes

Guest Speaker: Katie Kober, Cerebral Palsy | FCC Adjunct Professor and Owner of Amber Hill Therapies

[Cerebral Palsy: Overview and treatment](#)

Questions & Answers:

Member Kamnikar:

For clients/patients with CP do you talk about what they personally want/their expectations vs. what parents want?

Ms. Kober:

Seeks patients' input—such as goals in school by coordinating with school. There are some students that do not want the accommodations. Therapist works to pre-plan preparation, e.g., contact student's PE teacher to find out about upcoming lessons to work on before lesson day.

Member Haughwout:

What is number of FCPS staff that are lift trained? How many staff would you (Ms. Kober) would like to see trained within a school.

Ms. Kober:

Depends on the school. Depending on how big the need is perhaps 4 or 5 for someone completely dependent. One person should not lift more than 50 lbs.

Member Barnett: What percentage of FCPS student population has CP? IEP? 504?

Mr. Keller: Data is not readily available at the meeting.

Board of Education Liaison Comments:

Nancy Allen, Board of Education Member and SECAC Liaison

- Friday, May 16, 2025, Rock Creek School Graduation Day.
- Five Graduates
- Board of Education Member Allen gave speech to graduating class of 2025.

Office of Special Education Director Comments:

Katie Buckley, Director of Special Education Instruction & Student Performance

Troy Keller, Director of Specialized Programs and Supports

[Directors Comments - May 19, 2025](#)

- Parent involvement survey is at target for school-age family 12% where target is 9% need more in the pre-k feedback to improve central office practices
- 800 people to be trained on new IEP system
 - 700 signed up so far—learn system

Question from Co-Chairwoman Capps:

What are expectations or supports will be offered regarding the IEP system trainings?

Answer Mr. Keller:

Look out for notifications at the beginning of SY 2025-2026.

- Special Education Updates to the Board of Education on Wednesday, May 21, 2025: There are 1000 students for ESY
- Previous updates: Mr. Keller conducted staff professional learning for functional behavior assessment and behavior intervention plans
 - 1200 students have BIPs
- The RISE program is available at Whittier and Thurmont middle w/ 10 students; Thurmont opening. Staffing and on-going audits to updates

Member O'Neill question to Directors:

May 13, 2025 Frederick News Post: Schools can purchase digital hall pass system starting in July

Section, Afie Mirshah-Nayar...added that Individualized Education Plan (IEP) teams are using the database at the pilot schools to see when students have been out of class.

Mirshah-Nayar said that, for student achievement purposes, "it gives us another data point to share with students and their families."

Could you please help me to understand the outcome of what data is being tracked for special education students?

(Background - *Starting in July, individual schools in Frederick County Public Schools can choose to implement a digital hall pass system—Four schools in the district have been piloting the system: Tuscarora High, Frederick High, Monocacy Middle and Waverley Elementary...

The pilot was also paid for through school-based budgets...

Smartpass can support a digital hall pass system for up to 63 schools in the district.)

Question: RISE–Eligibility?

Mr. Keller: Currently 3-5. For students who have autism, like executive functioning concerns, but also not working on social communications piece, perspective taking.

Special Education Partners for Success Comments:

Isamar Grenier, Family Support Coordinator

Mary Grace Mayer, Family Support Coordinator

- Event June 12–Orioles baseball game–filled up in 15 minutes 150-200 tickets. Has been done in the past and has been successful
- Summer–Working on pre-planned schedule for SY 2025-2026.
 - Carly Parsons and Matthew Blasik to do IEPs and BIPs
- City youth matrix partnership
- Suggestions welcome for SY 2025-2026

Special Education State Advisory Committee (SESAC) Updates:

Brook Schmidt, Maryland SESAC Chair and Frederick SECAC member

[SESAC Presentation](#)

[May 2025 Blueprint Update](#)

Support and guidance on how SECACs in the state should be operating

- Resource bucket on Parents Place of Maryland (PPMD)
 - MSDE/PPMD partnership
 - Houses SESAC information: a guide for SECACs–downloads of the presentations for prior
- SESAC Dates are not scheduled for next year
- County SECACs would like to have another joint meeting–SESAC planning for August 2025

Subcommittee Reports:

Budget Subcommittee:

- Line items that need to be spent down

Membership Subcommittee:

- New applicants update

Events Subcommittee:

- Created surveys that will be sent out through SECAC email
- Expo participation on May 17
- How to spend down the remaining \$353 (presenters or events)
- Changes with SECAC Events have been successful

Motion #25: (Capps/Schattenberg) SECAC and PPMD hold a virtual event the week of June 23, 2025.

18 in favor/ 0 opposed/ 0 abstained. Motion passes

Motion #26: (Capps/Schmidt) Plan and host informal listening sessions for FCPS families/community this summer around the county. Privacy protections for students and staffing. Look to DSE for guidance on language.

18 in favor/0 opposed/ 0 abstained. Motion passes

Communications Subcommittee:

- No updates

Ad Hoc: Student Voices Subcommittee:

- No updates

Ad Hoc: By-laws Subcommittee:

- Work Session was hosted for SECAC members

- Term limits–stagnated terms for chairs and secretary

Substantive Proposed Amendments

- 1.Reduce committee size from 31 to 25 to make the committee size more manageable
- 2.Clarity membership types for voting and non-voting members
- 3.Clarity Full v partial term scenarios
- 4.Change term from 2 to 3 years and add term limits
- 5.Change meeting cadence from September to May to August to June to cover more of the school year
- 6.Clarity application process and timeline
- 7.Clarity extenuating circumstances for missed meetings
- 8.Clarity conflict of interest section
- 9.Clarity how quorum is established
- 10.Clarity types non-voting members

Member Kamnikar raised the matter of public comment's placement in the agenda.

Chairwoman Shopland: While public comments are not a part of the bylaws, discussion can take place within the committee at a later time to change when they will take place.

Motion #27: (Capps/Gonzalez-Bengoa) Motion to approve the amendments to the bylaws as outlined in substantive proposed amendments.

Motion #27 Withdrawn (Capps)

Motion #28: (Schmidt/Barnett) Moves to approve Substantive Proposed Amendments, numbers 6-10.

18 in favor/ 0 opposed/ 0 abstained. Motion passes

Motion #29: (Gonzalez-Bengoa/Barnett) Motion to approve Substantive Proposed Amendments, numbers 2 and 3.

18 in favor/ 0 opposed / 0 abstained Motion passes

Discussion number of categories of members

No motion to move forward for Substantive Proposed Amendments, number 4.

Motion #30 (Kamnikar/Schattenberg) Reduce number of members from 31 to 25.

18 in favor/ 0 opposed/ 0 abstained. Motion passes

Motion #31: (Barnett/Gonzalez-Bengoa) Add official business meeting starting in August and ending business meetings in May.

15 in favor/ 3 opposed / 0 abstained. Motion passes

Motion #32: (Fersch-Burns/Nelson) Moves to extend the meeting by 10 minutes

18 in favor/ 0 opposed/ 0 abstained. Motion passes

Unfinished Business

- None

New Business:

2025-2026 Meeting Dates

August 18, 2025

September 15, 2025

October 20, 2025

November 17, 2025

December - No business meeting

December - SECAC Annual BOE Recommendation December 10, 2025, 6:00 pm - 8:00 pm

January 26, 2026

February 23, 2026

March 23, 2026

April 20, 2026

May 18, 2026

- Member O'Neill will send out Shared SECAC Google Calendar invites to members.

Comments from Parent Members:

- Member Fersch-Burns
 - Last SECAC meeting
 - Member for 4 years, holding Co-Chair seat for 2 years
 - Strongly states that more done to support special educators!

Comments from Community Members:.

- None

Comments from Student Members:

- Member Kamnikar – thanked the committee
 - Student member for 2 years
 - More needs to be done for students with disabilities and he is happy that he started Student Voices
- Member Romero – thanked the committee and said she learned a lot during her short time with SECAC.

Comments from FCPS Staff members:

- Member Scherhauser – working and traveling with Adaptive PE team/Young Athletes. Saturday, May 17 Young Athletes and Special Olympics were at Hood College
- Member Haughwout invited the committee to attend the May 21 BOE meeting to celebrate the Supporting Services Staff Award Of The Year

Public Comment:

- None

Adjournment: 8:05 p.m.

Next SECAC Meeting: August 18, 2025, 6:00-8:00 p.m. Guest speaker TBD.

DRAFT Minutes Respectfully submitted by:

Laura O'Neill

05/21/2025