**SEAC Meeting**

**September 27, 2018**

*These notes reflect xMinds’ best understanding of the meeting and are not sanctioned or approved by MCPS.*

The focus of this meeting was to provide updates to questions asked by parents at the special August 2018 SEAC meeting called to address sexual assault of MCPS bus driver. The meeting summary below is divided into three sections: 1.) Compliance Unit; 2.) Transportation Safety Protocols; and 3.) Personal Body Safety Lessons.

1. **Compliance Unit**

* Associate Superintendent Kevin Lowndes gave an update on two new incidents involving MCPS paraeducators:
  + A Springbrook HS paraeducator was arrested for sexual misconduct against a minor that he knew in his personal life. The allegations did not involve students he worked with as a para;
  + A Rock Terrace HS paraeducator was arrested for neglect because he failed to notify school administrators when two students in his charge eloped from the school.
* Lowndes discussed MCPS to improve compliance training and implementation:
  + MCPS started a new Compliance Unit last year whose sole focus is to monitor MCPS staff compliance with all regulations within the school system. This Unit serves as a Centralized resource for questions about compliance issues and reporting.
    - Most recently, all existing and new MCPS staff completed an 11-module training course that focused on creating a safe and respectful environment for children. Employees had to complete the course before beginning work for the new school year.
    - The Compliance Unit is the MCPS liaison between the school system and the police and CPS when allegations of abuse and neglect arise
  + Last year, MCPS joined a screening warehouse that allows the school system to be alerted if an employee has lost a license in another state during the hiring process.
  + This year, MCPS will implement a process of re-fingerprinting for all employees every 3 years.
* Finally, Lowndes discussed communication strategies for reaching families of students who may have aged out when abuse by an employee is discovered. Lowndes mentioned that they rely on social media, police, and local media in addition to directly communicating to affected communities and establishing a dedicated hot line for centralized distribution of information.

1. **Transportation Safety Protocol**

* Director of Transportation, Todd Watkins, discussed a new set of safety protocols that MCPS transportation has implemented:
  + The bus staff should introduce themselves to parents and children. For non-verbal students, the staff should write down the names for parents.
  + Special education case managers are encouraged to introduce themselves to bus teams to help them learn the unique needs of their students.
  + Bus teams will maintain seating charts for their busses that contain pertinent information on the students.
  + Bus teams are encouraged to interact with all children in a pleasant manner, especially non-verbal children.
  + Bus attendants should assist students on and off the bus and secure them before bus is in motion.
  + Bus attendants should record bus attendance for each student to account for all children on the bus.
  + Bus attendants should be seated on bus in such a position to monitor all students and react to any needs/situations.
  + Bus staff must always remain inside bus. If no parent/guardian is available to meet the students, bus teams should call the depot for further instructions.
  + As a further deterrent, MCPS has instituted random and more frequent viewing of bus video.
  + All special needs busses will have cameras by January 1, 2018.
  + Drivers/attendants should immediately report anything suspicious to supervisors.
* Watkins discussed that they are exploring ways to keep video footage for longer period of times.
  + MCPS surveyed other school districts and found that no other systems are keeping beyond the hard drive capacity on the bus.
  + It is technically difficult to transfer data on bus hard drives to centralized servers.
* In Q/A, Watkins discussed the following:
  + Bus video can be used in IEP meetings to discuss bus strategies for students having difficulty riding the bus.
  + Transportation safety specialists can help resolve issues with bus – they can ride the bus and help the bus team identify strategies.

1. **Personal Body Safety Lessons**

* Director of Special Education Services, Philip Lynch, and Health and Education Supervisor, Cara Grant discussed the steps to ensure that all students receive personal body safety lessons
* In 2017, trained Health/PE teachers how to deliver PBSL for students with alternative learning outcomes.
* Shared with them a resources “Health Growth and Development” for alternative learning method of teaching PBSL.
* This past summer Director Lynch shared a 2015 memo with school administrators and teachers stating that all students should have access to PBSL materials.
* Parents can find PBSL resources on the MCPS website using the “PBSL” search term.
* MCPS received a Maryland State Department of Education grant to further develop lessons.
* Schools must have delivered PBSL to all students by November 30, 2018.
* Parents were encouraged to contact Cara Grant if they are having issues with their child receiving these lessons.