

Special Education Advisory Committee

September 27, 2018



Agenda

Topics	Facilitators	Time
<p>Introductions Review Agenda</p>	<p>SEAC Co-chairpersons: Amuthan Kannan Julie Reiley Vittoria Aiello</p> <p>Kevin E. Lowndes, Associate Superintendent Office of Special Education</p>	<p>15'</p>
<p>Compliance Updates Transportation Updates Body Safety lesson updates</p>	<p>Kevin E. Lowndes Todd M. Watkins, Director, Department of Transportation Philip A. Lynch , Director, Department of Special Education Cara D. Grant, Supervisor, Pre-K-12 Health & Physical Education</p>	<p>60'</p>
<p>Parent to Parent Networking</p>	<p>All</p>	<p>30'</p>

Compliance Training

The Compliance Unit is responsible for developing (with support and review by content experts) and monitoring the completion by all staff of the district-wide mandatory 11-module on-line compliance training.

The training is designed to provide all MCPS employees with the information they need to:

- Create a safe and respectful environment for students.
- Build and maintain a respectful workplace

** 22,949 employees have completed this training.

Compliance Topics

- Employee Code of Conduct
- Preventing, Recognizing, and Reporting Child Abuse and Neglect
- Student Sexual Harassment
- Supporting LGBTQ Students in MCPS
- Religious Diversity
- Suicide Prevention
- Bullying, Harassment and Intimidation
- Equal Opportunity in the Workplace
- Workplace Bullying Ethics
- Conflict of Interest
- Gangs and Gang Behavior

Compliance Office

- Receives and monitors the MCPS reported Child Abuse and Neglect Forms, following up internally with schools and other MCPS offices (Student Services, Compliance Investigations, General Counsel, etc) and externally with partner agencies to ensure processes are followed and students receive the appropriate supports in a timely fashion.
- Monitors, provides support, and resources to school staff in many other compliance areas and serves as a liaison between schools and partner agencies.

Compliance Enhancements

2013: All new Montgomery County Public Schools (MCPS) employees have undergone a thorough background check through Child Welfare Services, commonly known as Child Protective Services (CPS), in addition to the fingerprint background check at the time of hire.

2017: Strengthened our employee screening process by implementing locally the NASTEDC clearinghouse background check, an automated service that cross references certification status in other states for certificated employees.

2018: Implementing another layer of security, an employee re-fingerprinting program for MCPS.

- Employees will be re-fingerprinted on a 3 year cycle
- Employees fingerprinted this school year will be those who were hired before the year 2000
- SY2019-2020: Employees hired between the years 2000 and 2010 will be re-fingerprinted.
- SY2020-2021, employees hired between the years 2010 and 2020 will be re-fingerprinted.
- The 3 year cycle will then repeat itself.

These regular and ongoing screening processes—both CPS background checks and re-fingerprinting—will be one of the strongest for a school district in the state of Maryland.

Communication

MCPS took steps to notify all community members. [The message](#) was sent across the following mediums:

- Email to parents of all 162,000 students enrolled at that time
- Posted to the MCPS website homepage
- Posted to MCPS social media platforms (Twitter and Facebook)
- Shared with local media
- All of the messages distributed were translated into the top six languages spoken by MCPS families.
- provided an update regarding bus routes and [a message](#) regarding additional charges against Mr. Kabongo.
- A call and email were sent directly to all families who were on Mr. Kabongo's bus route this summer and during the 2017- 2018 school year.

Communication

MCPS has established a dedicated response telephone line to more quickly respond to parent questions and concerns regarding Mr. Kabongo. The number for this telephone line is **240-740-3214**. Staff answering the calls are providing information and resources to callers. There was a concern that parents/guardians would not know about the call center information so another message went to parents/guardians about the call center.

Safety Protocols for Special Needs Buses

Drivers were given explicit information on the safety protocols for driving students with special needs.

Safety Protocols for Special Needs Buses


1. Bus teams will meet and introduce themselves to parents or other caregivers who bring students to the bus in the morning and pick up students at the bus in the afternoon, providing first and last names.
2. Bus teams will meet teachers or para-educators to review the students' profile. Bus teams will prioritize the students and will meet the teachers of the most impacted students first.
3. Bus teams will learn any unique needs of each student and plan for meeting those needs in everyday and emergency situations.
4. Bus teams will maintain a seating chart which includes the student's name, telephone numbers (work, home, and/or any other number to be used in emergency situations), and any other information that would be helpful in an emergency situation.
5. Bus teams will learn and use the names of all students and interact pleasantly and often with all students while they are on the bus.
6. Bus teams will assist students on and off the bus and secure them before bus is in motion.
7. Bus attendants will record student ridership/attendance before or after each stop in bus attendant blue book.
8. Bus attendants should be seated on the bus in such a position to be able to monitor all students and to react quickly to any needs/situations.
9. Bus teams should always stay inside the bus when students are on board unless assisting with a student getting on or off the bus. Parents and caregivers are responsible for meeting the bus at the stop. If a parent or caregiver is not at the stop, and you cannot contact them, contact the depot for further instructions.
10. Transportation staff will systematically view video, with more frequent viewing of video from buses transporting non-verbal students.
11. Any driver or attendant should report immediately to a supervisor any suspicious behavior or anything that just doesn't seem right.

Transportation Updates

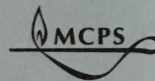
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Additional Outreach to Parents

School Bus Transportation Information

MONTGOMERY COUNTY PUBLIC SCHOOLS 

Bus Driver: NAME
Bus Attendant: NAME

 MONTGOMERY COUNTY PUBLIC SCHOOLS

School Bus Transportation Information
Department of Transportation

Please have all of the following information ready when you call MCPS regarding school bus transportation issues:

Child's Student Identification Number _____

Child's School Name _____

Child's Bus Route Number A.M. _____ P.M. _____

 MONTGOMERY COUNTY PUBLIC SCHOOLS

School Bus Transportation Information

MCPS Website: www.montgomeryschoolsmd.org

Bus Operations:
Call for issues "ON THE ROAD TODAY" such as lost items, operational issues, incidents/accidents, or missing students.

Bus Route No. Starts with	Depot Name	Depot Phone
1xxx	Bethesda	301-469-1140
2xxx	Clarksburg	240-740-4720
3xxx	Randolph	240-740-2610
4xxx	Shady Grove North	301-926-4179
5xxx	Shady Grove South	301-840-8150
6xxx	West Farm	301-879-1062

Support Services: 301-444-8580
Call to plan bus routes or field/activity trips for all regular and special education or magnet program students.

After-Hours Duty Manager:
Emergencies only 301-840-8130
Weekdays, September through June from 4:30 until 5:30 p.m. Call to report emergencies, missing students, late buses, accidents, or incidents.

After 5:30 p.m. and weekends: MCPS Security—301-279-3232

Revised 08/14/18

Transportation Updates

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CH9

09/20/2018 13:30:36



39.13.30120N, 77.16.77360W

0:45 / 3:26





CH10

09/20/2018 13:29:58

17522

39.12.80700N, 77.16.60540W

CH14

09/20/2018 13:29:57



39.12.78030N, 77.16.59840W

⏸ 🔊 0:06 / 3:25

CC ⚙️ HD 🗄️

CH8

09/20/2018 13:31:14



39.13.79100N, 77.17.0330W

1:23 / 3:26

CC HD

Transportation Updates

Any driver or attendant should report immediately to a supervisor any suspicious behavior or anything that just doesn't seem right.

Personal Body Safety Lessons

Previous work, current work, moving forward

- Age appropriate
- Pre-K through 12
- Input from various stakeholders in the field
- Implementation processes
- Teacher supports and resources
- Levelled for learning needs

Personal Body Safety Lessons

Previous Implementation:

- 2008: Grade 6, 7, 8, and 10 lessons taught through Health Education
- 2011: Curriculum 2.0 embedding health education topics in Grades 1, 2, 4
- 2014: Workgroup benchmarked with surrounding school districts regarding their implementation of Personal Body Safety Lesson
- 2015-2016: Created and reviewed lessons to be implemented with counselors in Kindergarten, Grade 3 and Grade 5 with Pre-K added 2016 with all grades in following years

Personal Body Safety Lessons Professional Learning

- 2015 - 2016: Ongoing professional development provided to school counselors and health education teachers implementing the lessons with electronic copies of lessons provided
- 2017 trained Health & P.E. teachers on planning for Alternate Learning Outcomes
- Health Growth & Development / Life, Health, and Academic Skills materials shared with Health & P.E. teachers
- Ongoing review and development of instructional resources

Personal Body Safety Lessons

- Summer 2018- training for health educators
- Parent resources made available on MCPS public website
- Requirement to implement lessons by November 30, 2018
- Cross office collaboration to enhance current secondary resources, including modifications for students with disabilities
- Cross office work-group formed to discuss future enhancements.

Personal Body Safety Lessons

- Modified and implemented to meet the needs of students with special education services
- Examples from two schools
- Aligned with common objectives

Someone may **SAY** something and then tell you to keep it a

SECRET

Secrets

Sometimes someone might tell me to keep a secret...



Personal Body Safety Lessons: Examples

What Do You Say
to a Trusted Adult?

I have something to tell you.

I have an uncomfortable feeling
about _____.



Sometimes Things Just Don't Feel Right
YOU HAVE THE POWER!

Say NO!
Move Away
Tell A Trusted Adult

SAY NO!

NO ~~Not~~ **JUST SAY NO**

Let's Practice!

Move Away!

 **WALK**  **RUN**

Tell a Trusted Adult 

Teacher Parent
Counselor/School Psychologist/Social Worker

Personal Body Safety Lessons: Examples

The image shows three examples of personal body safety lessons, each presented in a white box with a blue border. The first example shows two eggs with faces and an equals sign followed by a graduation cap icon, with the text "We are smart". The second example shows two eggs with faces, a person at a desk, a question mark in a box, and two downward arrows, with the text "We know what to do". The third example shows two eggs with faces, an equals sign, a traffic light, two downward arrows, a person speaking, a person with a question mark, two downward arrows, and a fist, with the text "We are going to say no to you".

We are smart

We know what to do


We are going to say no to you

Body Safety Lessons: Examples

 Safe Touching

 Unsafe Touching

 Let's learn the difference between safe and unsafe touching!

      Listen to us laugh!

What are some safe touches?


hug from your parents


High Five

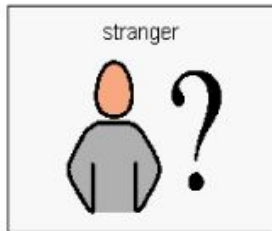

hit others


pinch

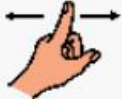

bite others


Pat on the Back


Body Safety Lessons: Examples



What is a
stranger?



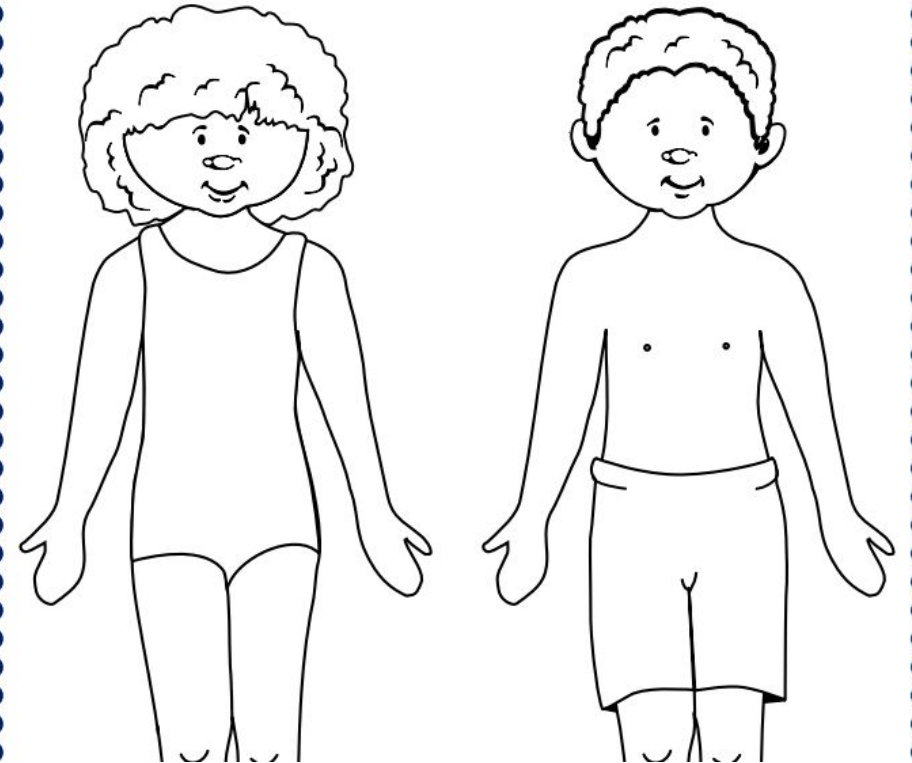
Someone you don't know is

A







a stranger.

Bathing suits cover the parts of your body that are private. People should keep these parts of their body to themselves. You should not touch someone else's private parts and they should not touch yours. Find the bathing suits in the picture below and color them your favorite color.






Personal Body Safety Lessons: Examples





Private Parts

 =  |  our



Private Parts are covered by our


 
bathing suits



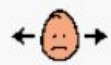
 =  |  our

Private Parts are covered by our

 
bathing suits



Body Safety Lessons: Examples



1

sh~



No one should ever touch your



private parts



Personal Body Safety Lessons

- Cycle of continuous improvement
- Instructional cycle

