

# Frederick County SECAC: Membership Overview & Expectations

## What is SECAC?

The Frederick County SECAC works in collaboration with students, families, FCPS staff, and the community to advise the office of Special Education and the Board of Education. The committee will focus on open and honest communication, improving effectiveness and accountability, advocating for appropriate resources, and identifying individual issues that may often be systemic. The committee will work together to put children first.

## Who is on SECAC?

The FCPS Board Committee, SECAC, seeks diverse representation. To that end, in Frederick County, parents comprise 50% of the SECAC membership, FCPS staff comprises 25%, and community members comprise the balance, with up to three (3) high school students able to participate. The Director(s) of Special Education, a Board of Education Member and a Family Support Services/Partners for Success representative participate as non-voting members. Meetings are open and the public is encouraged to attend and participate in the public comment session.

## Why join SECAC?

- Learn more about special education in FCPS and at the state level
- Identify and address concerns about special education
- Help generate ideas for improvement in special education in Frederick County
- Give back to your community
- Advocate for children in special education
- Enhance and strengthen partnerships between families, educators and the community

## Time Commitments:

- Members are expected to attend the monthly SECAC meeting from 6:00-8:00pm, usually the last Monday of the month. No meetings are held over the summer months or in December.
- Each member also enrolls with a sub-committee that holds separate meetings approximately once per month.
- Some SECAC members hold an office position that may require additional time during the month outside of the regular meetings. These are voted upon each spring where nominees are given a clear description of the job duty and time commitment.

## Membership Guidelines:

- It is highly encouraged that members of SECAC are active participants as topics are addressed.
- Committee members are expected to always conduct themselves in a professional and respectful manner.
- Committee members should focus on broader systemic concerns as well as positive contributions.
- Meeting attendance is expected. Three missed meetings may result in a request to step down from the committee.
- Preparedness for all meetings is expected including reviewing previous meeting notes beforehand, reviewing the agenda, reviewing the budget, and any applicable sub-committee responsibilities or information.

For additional information about the Special Education Citizens Advisory Committee, contact [secainformation@gmail.com](mailto:secainformation@gmail.com) and you will receive a response within one week. You can also visit us on Facebook [facebook.com/FrederickCountyMarylandSECAC](https://www.facebook.com/FrederickCountyMarylandSECAC).

## Frederick County SECAC: Membership Application 2021/2022

Membership applications for the 2021/2022 School Year will be accepted through 05/31/21.

Thank you for your interest in becoming a member of the Special Education Citizens Advisory Committee! Please complete the following questions below and submit your responses. You will receive a confirmation of application submission within a week. Membership acceptance decisions will be made prior to the beginning of next school year and candidates will be notified.

Contact Information:

Date Submitted:

Name:

Email:

Address:

Contact Phone Number:

Applicant Status (check one):

- FCPS Employee
- Community Member / Organization
- Parent of current FCPS student
- Student Member

Title & Location:

Organization/Role:

School Enrolled:

School Enrolled:

Applicant Experience

- New Applicant
- Current Member
- Previous Applicant

Please indicate your gender(s). Select all that apply.

- Male
- Female
- Non-binary
- Other \_\_\_\_\_
- Prefer not to say

Please indicate your race-ethnicity(ies). Select all that apply.

- American Indian/Alaska Native
- Asian/Asian American
- Black/African American
- Hispanic/Latino
- Native Hawaiian or other Pacific Islander
- White
- From multiple races
- Other \_\_\_\_\_
- Prefer not to say

**\*\*Please take this opportunity to share as much about your experience and interest as possible. Please feel free to attach additional pages if additional space is needed. SECAC is limited to 31 members and we often have more applicants than openings.\*\***

- 1) Have you been a member of this or any other SECAC group in the past? If so, please explain in the space below.
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
- 2) In the space provided, please share your school/student/disability/work experience you have that will support SECAC's mission to advise the Office of Special Education in a collaborative and effective manner?

- 3) In the space provided, please share two general ideas you are interested in seeing addressed during a SECAC meeting (e.g., expanding the use of technology in classrooms). Please refrain from using any specific staff, school, student names as these will not be accepted.