

LBOE Advisory Committee for Special Education Parents

Regulation #9140

A. Purpose and Responsibility of the Committee

The Livingston Board of Education Special Education parent advisory committee exists to fulfill the requirements of the New Jersey Administrative Code 6A:14-1.2(h):

Each Board of Education shall ensure that a special education parent advisory group is in place in the district to provide input to the district on issues concerning students with disabilities.

The Livingston Board of Education Special Education parent advisory committee (committee) will work collaboratively with all Special Education parents and District staff in an advisory capacity to the Livingston Board of Education to:

Establish, review and maintain by-laws

The first appointees to this committee will work in conjunction with the PPEC (Parents and Professionals for Exceptional Children) officers and recommend changes to the by-laws to establish a collaborative process for achieving the mutual goals of the committee and the PPEC. The committee and the PPEC should hold parent meetings for all Special Education parents to review and approve the by-laws proposed by the initial appointees.

Foster increased communication of services and information for families of children with special education needs

The District currently has many existing parent resources and communication processes. The committee will be relied upon to consistently review and provide suggestions to the school administration for improving District communication and information to Special Education parents.

Facilitate and foster parent involvement in parent education resources

The committee is encouraged to develop and provide resources and information to Special Education parents through a variety of sources such as holding general parent meetings and specialized meetings and advertising various other resources for parents such as seminars, webinars, etc.

Foster and promote inclusionary special education settings for all students

The committee is encouraged to collaborate with the entire school community to foster inclusionary practices for special education children and parents. The committee is charged with the responsibility of increasing communication with PT Council and all other District activities to promote complete inclusion of Special Education students in all District opportunities.

Provide advisory information to the Livingston Board of Education of issues pertaining to Special Education Services in the District

B. Scope and Duration of the Committee's Operation

The committee will be a standing committee to meet the requirements of State Code 6A:14-1.2(h). The committee's scope is limited to the purpose and responsibility of the committee as detailed in Section A., and serves in an advisory capacity to the Livingston Board of Education.

C. Committee Membership

The committee will be comprised of twenty-one parent voting members, with representation as follows:

- 2 parents from each of the nine schools; 1 parent recommendation from the principal and 1 parent recommendation from the PTA/HSA (18)
- 2 parents with students in Out of District placements; 1 parent recommendation from the Assistant Superintendent of Student Services and 1 parent recommendation from the PTA/HSA (2)
- 1 parent from the PRIDE program; recommendation from the PTA/HSA (1)

The names will be forwarded to the Superintendent no later than June 15th of each year with review by the Board of Education during their July voting meeting.

Ex-officio non-voting members of the committee will include at least one representative from each of the following groups as appointed by the Superintendent:

Child Study Team Member
Special Education Teacher
Regular Education Teacher
Principal
Assistant Superintendent of Student Services or designee
Livingston Board of Education Liaison

D. Reporting to the Livingston Board of Education

Written agendas, minutes and a summary of the year's activities of all committee meetings should be shared with the Board of Education after each meeting by the Assistant Superintendent of Student Services or by a Livingston Board of Education liaison. At least once a year, and more often if needed, the committee will meet with the Board in a workshop meeting to provide an overview of the work of the committee and provide input to the Board on issues critical to Special Education.

The committee will provide an update of activity and any recommended amendments to this regulation in April 2011.