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**Parent Resource Center Report to SEAC  
January 3, 2019**

The Anne R. Lipnick Special Education Family Resource Center, also known as the Parent Resource Center or the PRC, is located in Room 134 of the Minnie Howard Campus of T.C. Williams High School, 3801 W. Braddock Road, Alexandria, VA 22302. The Parent Resource Center is open every school day from 8:30-3:30. The PRC offers the following services, at no cost, to anyone who lives, works or goes to school in the City of Alexandria:

- A lending library with over 500 books and DVDs on a variety of disabilities and parenting issues;
- A list of service providers in the community, such as speech therapists, math tutors and respite care providers;
- Support groups for parents, titled *Monthly Conversations*;
- A workshops series for parents on various disabilities and general parenting topics;
- Individual confidential consultations to help parents understand their child’s special education services and to support them with the challenges of raising a child with a disability or learning difference.

The following is a summary of Parent Resource Center activity for the month of December, 2018.

**I. PRC Contacts:**

- A.** For PRC data recording purposes, a “contact” has traditionally been communication **initiated** by a parent, staff member or community member with the PRC, either by phone, email or in-person meeting.
- B.** As of September, 2018, The Virginia Department of Education expanded its definition of “contact” to also include communication initiated by PRC staff to individual parents, ACPS staff or members of the Alexandria Community. Consequently, numbers of contacts will be significantly larger than those of previous years, reflecting this change.

**C. Comparison of PRC use for 2013-2014 through 2018-2019 School Years**

MONTH	2013-2014	2014-2015	2015-2016	2016-2017	2017-	2018-
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					<b>2018</b>	<b>2019</b>
August	6 (PRC opened 8/19)	15 (PRC opened 8/15). Includes data from summer	49 (PRC opened 8/21). Includes data from summer	54 (PRC opened 8/22). Includes data from summer	70 (PRC opened 8/4). includes data from summer	128 (PRC opened 8/6). includes data from summer
September	16	78	139	91	90	290
October	18	108	136	119	168	375
November	12	124	139	149	152	179
December	28	63	70	87	93	163
January	79	189	98	172	202	
February	60	102	130	152	188	
March	61	112	124	181	138	
April	79	91	125	127	213	
May	79	100	62	149	186	
June	46 (PRC closed for summer 6/23 with the end of the school year)	114 (PRC closed for summer 6/22 with the end of the school year )	69 (data is through 6/24 and the end of the school year)	66 (data is through 6/22 and the end of the school year)	79 (data is through 6/20 and the end of the school year)	
<b>TOTALS</b>	<b>484</b>	<b>1096</b>	<b>1141</b>	<b>1347</b>	<b>1579</b>	
<b>Percentage Change</b>		<b>+126.4%</b>	<b>+4.1%</b>	<b>+18.1%</b>	<b>+17.2%</b>	

- D. Contact breakdown for December: parents (86), ACPS staff (63), community members (14).
- E. Top disability areas for December: ASD (18), ADHD (8) ED (2), ID (2), MD (1). Bear in mind that not all contacts pertained to specific disabilities, and not all parents disclosed child's disability.
- F. Top reasons for contacting PRC in December: workshops (78), PRC resources (27), support groups (23), IEP/504 (22), strategies (18), community resources (18).

**II. Family Engagement Workshop Series and Other Workshops:**

**A. Family Engagement Workshops**

- a. ACPS staff members are welcome and encouraged to attend workshops. Each workshop in the Family Engagement series has been built into PLMS, and staff can receive re-certification points for attending.
- b. All ACPS workshops are free, but registration is required, for planning purposes. Workshops may be cancelled for insufficient registration.
- c. PRC staff members have consulted with PRC staff in Arlington, Fairfax, Stafford, Loudoun and Prince William to see if ACPS PRC cancellation policies were in concert with those of other Northern Virginia PRCs. Each

PRC concurs: if a workshop is being presented by an in-house, school division staff member, the workshop will go forward, even if only one person has registered. However, there must be a minimum of ten registrants for a workshop to go forward, where there is an outside presenter. Workshops will be cancelled 48 hours prior to the workshop, if there is insufficient enrollment by that time.

- d. Lauren Favreau, ACPS AAC Specialist, and Amy Bereiter of Skill Builders, presented *Augmentative and Alternative Communication: AAC Partner Training Strategies* as an evening workshop on December 5. Thirteen people attended, including three ACPS SLPs. Ten evaluation forms were returned, and each indicated that the attendees found the workshop informative, that it provided helpful strategies, and that overall, the attendee was satisfied with the presentation. Specific comments included: *“great work-good overview! I like how it was a partner presentation with an outside private provider;” “I knew most of it, but it is good to get a refreshers. This workshop gave me some ideas;” “lots of great information;” “great incorporation of parents in conversation;” “it’s good information, but we need more time to understand the functionality to implement at home;” “this workshop was very helpful in educating me on the structure and function of the devices and how to better use it/help my child use it;” “very useful information.”*
- e. Dr. Davis presented *Understanding the Eligibility and IEP Process*, a daytime workshop, on December 10. Three people attended and two evaluations were returned. Each indicated that the attendee found the workshop informative, that it provided helpful strategies, and that overall, the attendees were satisfied with the presentation. One attendee commented: *“Dr. Davis did a very good job explaining the IEP process.”*
- f. On December 12, Marilyn Morrison presented *SSI/SSDI 2.0: An In-Depth Examination*, an evening workshop, to three attendees. This workshop was a follow-up to the SSI workshop from early October. The speaker was able to tailor her presentation to the specific circumstances of the attendees. Two evaluations were returned. Although no comments were provided, each of the evaluations indicated that the attendees found the workshop informative, that it provided helpful strategies, and that overall, they were satisfied with the presentation.

### **III. Raising Awareness of PRC/Community Outreach/Transition**

- a. 12/4 presentation about PRC resources at Jefferson-Houston meeting for Pre-K parents about Transition from Early Childhood Special Education to Kindergarten. (JGR)
- b. 12/5 presentation about PRC resources at Principal's Coffee at Jefferson-Houston. (CPD)
- c. 12/7 participation in focus group of professionals involved with individuals with developmental disabilities to assess strengths, barriers, challenges of Therapeutic Rec program. (JGR)
- d. 12/7 meeting with Nicole Wright-Guise about establishing support group for TC parents of students with ED. (CPD)
- e. 12/12 meeting with Percy White. Coordinator, Alexandria Gang Prevention and Intervention, re initiative to create support groups in Alexandria. (CPD)
- f. 12/17 meeting with Dr. Peppers re supports for students with ASD and writing project. (CPD)
- g. 12/20 meeting with Administrator, Early Childhood Center, re providing PRC supports to parents of students with disabilities. (JGR)

#### **IV. Support Groups**

- a. The support groups have been rebranded as "Monthly Conversations."
- b. Monthly conversations for parents of young children receiving special education services Dec. 4-one parent attended.
- c. Monthly conversations for parents of students receiving special education services (all ages) Dec. 12-three parents attended.
- d. At the discretion of school administrators, PRC staff will provide surveys to gauge the interest level of parents at various schools in school-based support groups for the 2018-2019. Surveys were distributed to Hammond and Mt. Vernon families of students with disabilities, but only one was returned. Consequently, there will be no school-based support groups at Hammond or Mt. Vernon this school year.

#### **V. Library**

Twenty-one books and DVDs have been borrowed from the PRC library this school year.

#### **VI. Facebook and Twitter**

Parents are encouraged to "like" the PRC Facebook page found at *The Anne R. Lipnick Special Education Parent Resource Center*. The PRC now has 242 people following on Facebook and 87 Twitter followers (LearnwithThePRC).

#### **VII. Mail Chimp**

The PRC uses Mail Chimp as a means of distributing information about PRC and community events, usually on a weekly basis, at a minimum. People receiving PRC mailings through Mail Chimp have the option of unsubscribing. Currently, 1302 people are receiving the PRC Mail Chimp mailing. The PRC Mail Chimp list has been merged with the account sponsored by the ACPS School Division, because it was approaching the 2000 member limit. As a result of the merger, the Mail Chimp list will continue to send messages without interruption.

#### **VIII. PRC Webpage**

The website has been updated with several books and resources for parents of students with disabilities and providers. In addition, the calendar reflects all PRC activities, including workshops and support group meetings. There were 700 viewings of the PRC webpage in December.

#### **IX. Other Technology**

The PRC intake form has now been converted to an electronic form housed on the Google drive. As a result, PRC team members and visitors to the PRC will have the ease of using a laptop to complete the form in a paperless format, increase efficiency, and maximize resources to collect and analyze the data required by the Virginia Department of Education. The launch and implementation of this tool began on Nov. 1, 2018.

#### **X. Other**

PRC Staff collaborated with the KICK Program and FACE to meet with parents of students with disabilities at the Brent Place Apartments on December 19. Over the course of 4 ½ hours, Ms. Reese and Dr. Davis met individually with seven parents, two with the assistance of a Spanish interpreter, to answer questions and address concerns.