

**FREDERICK COUNTY PUBLIC SCHOOLS
SPECIAL EDUCATION ADVISORY COMMITTEE
PUBLIC COMMENT FORM AND GUIDELINES**

The Special Education Advisory Committee (SEAC) of Frederick County welcomes ideas, comments or concerns from the public. The comments can be provided in person or writing, by fax, mail or email. At every meeting of the SEAC an opportunity is provided for visitors to make public comment. It is received without SEAC comment. The public comment is summarized in the SEAC meeting minutes and/or a copy of this sheet is attached to the minutes. The original of this sheet is forwarded to the director of special instructional services who acknowledges in writing receipt of all public comment.

The SEAC is always looking for ideas and suggestions from students, parents and teachers that will improve the education of children with disabilities. The SEAC requests that any concerns expressed be general comments dealing with global issues rather than a specific comment dealing with a personal matter or situation. The Committee suggests that you address concerns about personal situations directly to the department of special education.

Please summarize your idea or concern in the space below:

Name: _____

Address: _____

Telephone: _____

For SEAC Use Only:

- Date received: _ _ _ _ _
- Name of SEAC member who received form: _ _ _ _ _
- Date when idea/concern was expressed at a SEAC meeting: _____
- Date of SEAC letter acknowledging comment: _____
(please attach letter to this form)