

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
SEPTEMBER 26, 2012

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, September 26, 2012, at the Smithfield Building in Norfolk, Virginia.

PRESENT: Board Members: Mr. Thomas Mercer, Sr., Mrs. Cindy Fillhart, Alternate Board Member, Mr. Robert Eley, III, Alternate Board Member, Dr. Noelle Gabriel, Alternate Board Member, Dr. Elizabeth Daniels, Mrs. Diane Jones, and Mrs. Carolyn Weems

ABSENT: Ms. Johnetta Nichols, Mrs. Denise Tynes, Dr. Stephen Tonelson, and Mrs. Diane Foster

PRESENT: Committee of Superintendents: Dr. James Roberts, Mrs. Gale Wade for Dr. Michelle Belle, Dr. David Stuckwisch, Dr. Alvera Parrish, Dr. Deran Whitney, and Dr. James Merrill

ABSENT: Committee of Superintendents: Dr. Michelle Belle, Mrs. A. Katrise Perera, and Dr. Samuel King

PRESENT: SECEP Staff: Mr. Donald R. Fairheart, Dr. Priscilla Hawkins, Mr. Randolph Fiery, and Mrs. Brenda Estes.

APPROVAL OF MINUTES:

Mrs. Diane Jones, Chairperson asked for a motion to approve the minutes of the May 23, 2012, Joint Board meeting. A motion was made by Mrs. Carolyn Weems and seconded by Mr. Thomas Mercer. Motion carried. (Ayes 7, Nays 0)

COMMENTS FROM THE PUBLIC:

None.

Ms. Carolyn Starks, a member of the Virginia Beach Special Education Advisory Committee (SEAC) was present.

ELECTION OF OFFICERS:

Dr. Stuckwisch asked for nominations for the position of chairperson and vice-chairperson. Mr. Robert Eley nominated Mrs. Diane Jones as Chairperson. The nominations were closed. The motion to reappoint Mrs. Diane Jones as Chairperson was made by Mr. Mercer and seconded by Dr. Elizabeth Daniels. Mr. Mercer nominated Dr. Elizabeth Daniels as Vice-Chairperson. The nominations were closed. The motion to reappoint Dr. Elizabeth Daniels as Vice-

Chairperson was made by Mr. Mercer and seconded by Dr. Noelle Gabriel. Motion carried. (Ayes 7, Nays 0) Dr. Stuckwisch stated the Committee of Superintendents met earlier and unanimously recommended Dr. Deran Whitney, Superintendent of Suffolk Public Schools, to be the next Executive Officer of the SECEP Joint Board. The slate of officers was presented:

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|--------------------|-------------------------|
| Executive Officer: | Dr. Deran Whitney |
| Chairman: | Mrs. Diane Jones |
| Vice Chairman: | Dr. Elizabeth Daniels |
| Clerk: | Mr. Donald R. Fairheart |
| Deputy Clerk: | Mrs. Brenda Estes |
| Agent: | Mr. John Maniscalco |
| Deputy Agent: | Dr. Samuel King |

REPORT OF THE EXECUTIVE OFFICER:

No items for approval.

Dr. Stuckwisch stated that during the Superintendent Meeting held earlier in the morning information was shared on Unreserved and Designated Fund Balances coming forward from last school year.

Dr. Stuckwisch reported on the updates to several of the SECEP facilities, stating that more information will be provided at the next joint board meeting in January 2013.

REPORT OF THE EXECUTIVE DIRECTOR:

PROGRAM REPORTS:

Mr. Fairheart explained the updated SECEP Organizational Chart which was included in the board packets.

Mr. Fairheart reviewed the information presented on each program, including the operation of the Summer Program for SECEP students.

ADDITIONAL ITEMS FOR DISCUSSION:

Mr. Fairheart briefly gave a general update in regards to the Unreserved and Designated Fund Balances from last school year which was discussed at the superintendent's meeting earlier. Mr. Fairheart stated that after completion of the audit for 2011-12, the information will be presented to the Joint Board at the meeting in January 2013.

Mr. Fairheart shared with the Joint Board that SECEP is off to a good start in regards to the beginning of the school year for our programs. The only significant issue SECEP is currently working on is in regards to several untimely resignations of several of our classroom staff. SECEP is actively seeking several

teachers and teacher assistants to fill the vacancies through both the substitute pool and SECEP's Teacher Development Program.

Mr. Fairheart gave an update on the SECEP TRAEP Program. This year services have been combined to accommodate both the Chesapeake and Norfolk TRAEP students at the SECEP Norfolk Center at Oakwood. This will provide more stability for administration. Last school year the Chesapeake TRAEP students were housed at the Deep Creek facility and the SECEP administrator had to split the responsibilities between the Chesapeake and Norfolk school sites. Mr. Fairheart shared that a uniform policy was put in place at the Norfolk Center at Oakwood this year. This has been well received by both parents and staff.

PERSONNEL REPORT:

Mr. Fairheart presented the Personnel Report on SECEP staff. He reviewed the racial composition of the staff, hires pertaining to replacement and growth, and the reasons for professional staff leaving SECEP. Included in the report was information on Service Awards and the SECEP Teachers and Teacher Assistants of the Year Awards. Mr. Fairheart recognized Dr. Priscilla Hawkins who received a 30 Year Service Award.

Mr. Fairheart stated that an updated list on SECEP locations was included in the board packets.

Mr. Fairheart announced the Seeds of Change Industries Fall Pig & Pansy Sale on October 19, 2012, at the Virginia Beach Renaissance Academy and the Pig & Pansy Sale on October 26, 2012, at the Deep Creek SECEP Center. Promotional flyers were included in each packet.

RECOGNITION OF A DEPARTING MEMBER:

Mr. Fairheart recognized and thanked our departing school board member, Mr. Don W. "Bill" Scarboro from Franklin City Public Schools, for his service on the board from September 2003 through June 2012.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

A motion was made by Mr. Thomas Mercer and seconded by Dr. Noelle Gabriel to accept the Personnel Docket. Motion carried. (Ayes 7, Nays 0).

THE NEXT MEETING DATE AND TIME:

The next meeting of the SECEP Joint Board will be held on Wednesday, January 30, 2013.

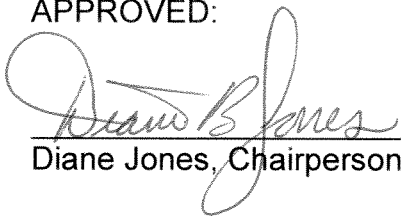
ADJOURNMENT: The meeting was adjourned at 1:15 p.m.

Respectfully Submitted,



Donald R. Fairheart, MBA
Clerk of the Board

APPROVED:



Diane Jones, Chairperson