

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
MARCH 27, 2013

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, March 27, 2013, at the Smithfield Building in Norfolk, VA.

PRESENT: Board Members: Mr. Thomas Mercer, Mrs. Denise Tynes, Dr. Stephen Tonelson, Dr. Elizabeth Daniels, Mrs. Diane Jones, Dr. Judith Brooks-Buck, and Mrs. Carolyn Weems

ABSENT: Ms. Johnetta Nichols

PRESENT: Committee of Superintendents: Dr. James Roberts, Mr. Lawrence Whiting, Supervisor of Pupil Services for Dr. Michelle Belle, Mr. Rashard Wright, Director of Secondary Schools representing Mrs. A. Katrise Perera, 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, Mr. Randolph Fiery, and Mrs. Brenda Estes

APPROVAL OF MINUTES:

Mrs. Diane Jones, Chairperson, asked for a motion to approve the minutes of the January 30, 2013, Joint Board Meeting. A motion was made by Dr. Tonelson and seconded by Dr. Daniels (Ayes 7, Nays 0). Motion carried.

INTRODUCTION OF BOARD MEMBERS AND COMMITTEE OF SUPERINTENDENTS

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:
PROPOSED BUDGET FOR FY 2013-2014:

Dr. Whitney stated that the Proposed Operating Budget for FY 2013-2014 was presented for review and discussion. Dr. Whitney commented that the SECEP budget showed an increase of 0.1% from the 2012-13 budget. The budget also included a 2% compensation for salary increases for staff, which is consistent with Norfolk Public Schools. Overall, the budget proposal included 8.5 fewer

positions than the current year, while projecting to provide services to only 32 fewer students.

Mr. Fairheart stated that the proposed budget reflected the needs in each of the programs SECEP operates. Any tuition increases were program specific. Each program was assessed individually based on enrollment projections. Mr. Fairheart stated that the current budget proposal included an 11% per employee increase in health insurance premiums, but that he was made aware from Dr. Tonelson that Norfolk Public Schools has now been able to reduce this cost down to approximately 8.2%. Mr. Fairheart stated that the 2013-14 proposed budget was in draft form and that the final budget would be presented in May for final adoption.

Dr. Tonelson raised a concern on how reintegration of SECEP students to the public school setting would be affected by the reduction in staff. Mr. Fairheart stated that SECEP does not have dedicated positions for reintegration, but that this role is imbedded into each of the programs where staff can be called upon to provide the services when needed for the successful reintegration of students.

REQUEST FOR FUNDS FROM THE LONG-TERM PROJECT PLAN:

Isle of Wight County Public Schools submitted a letter requesting \$100,000.00 from the Long-Term Project Fund to be applied to offset IWCS technology infrastructure updates for the FY13 school year to be used by SECEP and Special Education. A motion was made by Dr. Tonelson and seconded by Mr. Mercer (Ayes 7, Nays 0). Motion carried.

**REPORT OF THE EXECUTIVE DIRECTOR OF SECEP:
PROGRAM ENROLLMENT REPORTS:**

Mr. Fairheart reported on each program, reviewing updated ADM, enrollment, and referral information for each program.

PROGRAM UPDATES:

Mr. Fairheart updated the Joint Board on the following items:

- SECEP is currently under collaboration with several of the participating public school divisions in regards to the Federal Monitoring and Review Process with the Virginia Department of Education.
- SECEP is partnering with Virginia Commonwealth University and the Autism Center for Excellence to provide training for our participating school divisions to meet the requirements of House Bill 325 which requires training for paraprofessionals working with students with Autism Spectrum Disorder (ASD). SECEP staff will be trained by summer and we will then begin the process of identifying individuals to be trainers for the school divisions. There is a two year time frame. The standards have been set, and the Virginia Department of Education is currently setting the guidelines.

Dr. Elizabeth Edwards raised a concern in regards to the usage of the term Autism Spectrum Disorder (ASD). Dr. Edwards stated that she had read and heard that the word "spectrum" was incorrectly being used to define autism. She asked that Mr. Fairheart research this information.

- SECEP is currently collaborating with Old Dominion University, specifically with Dr. Scribner, in establishing a program for our principals to obtain an endorsement in Administration and Leadership. Preliminary information will be provided to our SECEP staff in April.
- SECEP is continuing to make progress in the pursuit of implementing Project SEARCH. We are currently waiting on the identification of a business partner. Virginia Commonwealth University and the Department of Rehabilitative Services are tasked with identifying a local business partner to post a community-based job setting for our students. Mr. Fairheart stated that within the next few weeks a business partner should be finalized and we can move forward on student identification and selection. The Project SEARCH Program will begin in August 2013.
- SECEP will be holding our Prom on Saturday, May 4, 2013; at Community United Methodist Church from 6 – 9 p.m. Mr. Fairheart stated that this is a very exciting evening for our students and parents.
- Dr. Priscilla Hawkins, Associate Director for ASP/EBICS and REACH Programs will be retiring in June 2013 after 31 years of service. She has been honored as the recipient of the WHRO Community Impact Award for Regionalism. Mr. Fairheart thanked Dr. Stuckwisch for his support, as well as many of our agency folks who wrote letters on her behalf.

FACILITY UPDATES:

Mr. Fairheart gave an update on facility changes for next year, stating that SECEP is continuing to work with Chesapeake Public Schools in regards to the move to the Great Bridge Education Center. Mr. Fairheart thanked Dr. Roberts and his staff for their continued cooperation in facilitating this move.

"SEEDS OF CHANGE" PLANT SALE:

Mr. Fairheart announced to the board members that the Seeds of Change Industries Spring Plant Sale will be held on Friday, April 12, 2013, at Virginia Beach Re-ED @Renaissance Academy. Promotional flyers were included in each board packet.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

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

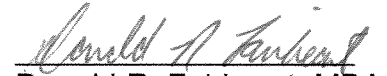
NEXT MEETING DATE, TIME AND PLACE:

The next meeting of the SECEP Joint Board will be held on Wednesday, May 29, 2013, at 12:00 P.M. at the Smithfield Building.

ADJOURNMENT:

The meeting was adjourned at 12:57 p.m.

Respectfully Submitted,



Donald R. Fairheart, MBA
Clerk of the Board

APPROVED:


Diane Jones, Chairperson