

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
MAY 29, 2013

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, May 29, 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, Mrs. Linda Bouchard, Alternate Board Member, and Mrs. Carolyn Weems

ABSENT: Board Members: Ms. Johnetta Nichols and Dr. Judith Brooks-Buck

PRESENT: Committee of Superintendents: Dr. James Roberts, Dr. David Stuckwisch, Dr. Alvera Parrish, Dr. Deran Whitney, and Ms. Heather Allen, Executive Assistant to Dr. James Merrill

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

PRESENT: SECEP Staff: Mr. Donald 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 March 27, 2013, Joint Board Meeting. A motion was made by Dr. Tonelson and seconded by Mr. Mercer (Ayes 7, Nays 0). Motion carried.

COMMENTS FROM THE PUBLIC:

None.

INTRODUCTION OF SUPERINTENDENTS AND JOINT BOARD MEMBERS

REPORT OF THE EXECUTIVE OFFICER:

OPERATING BUDGET FOR FY 2013-2014:

Dr. Deran Whitney, Executive Officer, reported on the 2013-2014 Operating Budget. Dr. Whitney gave a brief summary stating that the budget was presented at the March 27, 2013, Joint Board Meeting, and that the only change to the budget was on page B12 in reference to the Rate Comparisons. The rates for the 2013-14 are slightly lower than what was presented in March with the exception of the Supplemental Staff Program rate. Mr. Fairheart explained that the Supplemental Staff Program provides additional one on one support for certain students in the classroom who have severe, aggressive behavior. The reason for the increase in this supplemental rate is to allow SECEP to come into

compliance with the Affordable Care Act. The SECEP employees who fall under this Supplemental Program will now be qualified for benefits. A motion was made by Dr. Tonelson and seconded by Mrs. Tynes to adopt the 2013-14 SECEP Operating Budget. (Ayes 7, Nays 0). Motion carried.

APPROVAL TO FILE A RATE APPLICATION FOR FY 2013-2014:

The Committee of Superintendents recommended that SECEP be given approval to file a rate application for FY 2013-2014. A motion was made by Mrs. Tynes and seconded by Mrs. Bouchard. (Ayes 7, Nays 0). Motion carried.

REQUEST FOR FUNDS FROM THE LONG-TERM PROJECT PLAN:

Dr. Whitney stated that SECEP received a letter requesting that the Joint Board approve release of \$82,567.99 from the Chesapeake Public Schools balance from the Long-Term Project Plan for costs associated with relocating the SECEP program to the Great Bridge location. A motion to approve the use of funds was made by Mrs. Tynes and seconded by Mrs. Bouchard. (Ayes 7, Nays 0). Motion carried.

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

Mr. Fairheart reviewed the Program Enrollment Report including current enrollment and referrals.

PROGRAMS UPDATES:

Mr. Fairheart reported that SECEP had the graduation ceremony on May 10, 2013, at St. Mary's Home for Disabled Children for eight of the REACH students. Mr. Fairheart thanked the Joint Board for their support in working with St. Mary's.

Mr. Fairheart reported that on May 4, 2013, SECEP hosted Prom for our ASP and EBICS students at Community United Methodist Church in Virginia Beach. A total of forty-five students and their guests attended. Both staff and students had a wonderful time. Mrs. Denise Tynes, Board Member from Isle of Wight Schools, stated that perhaps next year some of the Isle of Wight students could volunteer their time to fulfill some of their needed community service hours to help out with the SECEP Prom.

SECEP was recognized by WHRO and Virginia Dominion Power for the Community Impact Award in the category for Regionalism at luncheon ceremony on May 16, 2013, at the Norfolk Marriott. Mr. Fairheart thanked Dr. Stuckwisch for his support and for his introduction of our agency at the ceremony.

Mr. Fairheart gave an update on Project SEARCH. He stated that SECEP is currently finalizing the candidates. The host business for Project SEARCH is Maryview Hospital with Bon Secours.

JOINT BOARD ITEMS FOR DISCUSSION:

Dr. Tonelson asked if the change in diplomas was going to effect SECEP. Mr. Fairheart stated that SECEP has reviewed all of our current students who will be graduating/exiting to determine if the available credit accommodations would be applicable for these students to allow them to achieve an advanced study or standard diploma. If SECEP identifies students who are eligible, SECEP will work with the localities to make sure that these students would be included. SECEP has also held an internal committee meeting to establish what we need to do in regards to SOL tests and curriculum offerings. Mr. Fairheart stated that we will continue to collaborate with each LEA. This will be complex issue as each locality has their own procedures.

MOTION FOR GOING INTO CLOSED SESSION:

Mrs. Diane Jones, Chairperson, stated that the Board would convene in Closed Session. Dr. Elizabeth Daniels, Vice-Chairperson, stated that a motion was needed to recess into a closed meeting pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraphs 1 and 7 of the *Code of Virginia*, 1950, as amended, for the following purposes:

1. Personnel Matters: Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees pursuant to Section 2.2-3711, (A) (1); namely the approval of the personnel docket.

The motion was made by Mrs. Denise Tynes and seconded by Mr. Thomas Mercer to convene in closed session. (Ayes 7, Nays 0). Motion carried.

MOTION FOR EXITING CLOSED SESSION:

AYES:(7) (Mr. Thomas Mercer, Mrs. Denise Tynes, Dr. Stephen Tonelson, Dr. Elizabeth Daniels, Mrs. Diane Jones, Mrs. Linda Bouchard, Alternate Board Member, and Mrs. Carolyn Weems.)

NAYS: (0)

ABSENT DURING VOTE: (Ms. Johnetta Nichols and Dr. Judith Brooks-Buck.)

ABSENT DURING MEETING: (Ms. Johnetta Nichols and Dr. Judith Brooks-Buck.)

PERSONNEL DOCKET:

A motion was made by Mrs. Denise Tynes and seconded by Mr. Thomas Mercer to accept the personnel docket. (Ayes 7, Nays 0). Motion carried.

NEXT MEETING DATES, TIMES AND PLACE:

The meeting dates and times were set for the 2013-2014 School Year. They are as follows: Wednesday, October 9, 2013, Wednesday, January 29, 2014, Wednesday, March 26, 2014 and Wednesday, May 28, 2014.

ADJOURNMENT:

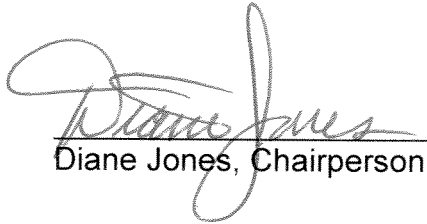
The meeting was adjourned at 12:58 p.m.

Respectfully Submitted,



Donald R. Fairheart, MBA
Clerk of the Board

APPROVED:



Diane Jones, Chairperson

MOTION FOR GOING INTO CLOSED SESSION

A motion is needed to recess into a closed meeting pursuant to the exemptions from open meetings allowed by Section 2.2-3711, Part A, Paragraphs 1 and 7 of the *Code of Virginia*, 1950, as amended, for the following purposes:

1. Personnel Matters: Discussion of or consideration of interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees pursuant to Section 2.2-3711, (A) (1); namely the approval of the personnel docket.

May 29, 2013

**A RESOLUTION OF CERTIFICATION OF THE CLOSED
SESSION OF MAY 29, 2013, PURSUANT TO
SECTION 2.1-3712, PART D OF THE
CODE OF VIRGINIA**

WHEREAS, the Southeastern Cooperative Educational Programs (SECEP) Board of Directors has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-3712 (D) of the Code of Virginia requires a certification of this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Southeastern Cooperative Educational Programs (SECEP) Board of Directors hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Southeastern Cooperative Educational Programs (SECEP) Board of Directors.

VOTE

AYES:(7) Mr. Thomas Mercer, Mrs. Denise Tynes, Dr. Stephen Tonelson, Dr. Elizabeth Daniels, Mrs. Diane Jones, Mrs. Linda Bouchard, Alternative Board Member, and Mrs. Carolyn Weems.

NAYS: (0)

ABSENT DURING VOTE: (2) Ms. Johnetta Nichols and Dr. Judith Brooks-Buck


ABSENT DURING MEETING: (2) Ms. Johnetta Nichols and Dr. Judith Brooks-Buck

ADOPTED BY THE SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS (SECEP)

October 9, 2013

DATE

APPROVED AS TO FORM:



ASSISTANT CITY ATTORNEY