

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
JANUARY 30, 2013

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, January 30, 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 for Dr. Judith Brooks-Buck, and Mrs. Carolyn Weems

ABSENT: Ms. Johnetta Nichols, Dr. Judith Brooks-Buck

PRESENT: Committee of Superintendents: Dr. James Roberts, Dr. Michelle Belle, Mrs. Laura Abel, representing Mrs. A. Katrise Perera, Dr. Samuel King, Dr. David Stuckwisch, Dr. Alvera Parrish, Dr. Deran Whitney, and Dr. Sheila Magula representing Dr. James Merrill

ABSENT: Committee of Superintendents: Mrs. A. Katrise Perera and Dr. James Merrill

PRESENT: Mrs. Gail Wade, Director of Human Resources for Franklin City Public Schools. SECEP Staff: Mr. Donald 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 September 26, 2012, Joint Board Meeting. A motion was made by Mr. Thomas Mercer and seconded by Mrs. Denise Tynes (Ayes 7, Nays 0). Motion carried.

INTRODUCTION OF BOARD MEMBERS AND COMMITTEE OF SUPERINTENDENTS

COMMENTS FROM THE PUBLIC:

None.

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

REPORT OF THE EXECUTIVE OFFICER:
AUDIT FOR THE 2011-2012 SCHOOL YEAR

Dr. Whitney stated that auditors from KPMG, LLC attended the superintendent meeting earlier in the morning to go over the 2011-12 Audit and Audit Review. Dr. Whitney stated SECEP finances are in order and that SECEP had followed all of the required standards.

UPDATE ON THE LONG-TERM PROJECT FUND

An updated chart representing the application of the fund balance to each school division's long-term project account was passed out and discussed by Dr. Whitney. An approval was requested by Dr. Whitney to disburse the funds from the Long-Term Project Fund to the participating school divisions. A motion was made by Mrs. Denise Tynes and seconded by Mr. Thomas Mercer.

REPORT OF THE EXECUTIVE DIRECTOR OF SECEP
UPDATES:

Mr. Fairheart updated the SECEP Joint Board on the progress being made for a Chesapeake SECEP Site. He thanked Chesapeake Public Schools for collaboratively working with SECEP to renovate a new site which will be completed in September for the start of the new school year. The new site will be located in downtown Great Bridge.

Mr. Fairheart stated that we are currently in the process of negotiating a new lease for the SECEP Administrative Offices. The current lease expires in October 2014.

Mr. Fairheart formally announced the retirement of Dr. Priscilla Hawkins, Associate Director for the ASP, EBICS and REACH Programs effective July 1, 2013. Dr. Hawkins has been with SECEP for 31 years. Mr. Fairheart stated the success of our programs reflect her dedication to our student population and development of programs for students disabilities in our region.

Mr. Fairheart stated that we have a new principal, Mr. John "Jack" Forbes, serving our Virginia Beach TRAEP Program. Mr. Forbes began his employment with SECEP on January 2, 2013. He came to SECEP from the Newport Academy, which is the behavior disorders program for New Horizons.

Mr. Fairheart announced that SECEP has partnered with Virginia Commonwealth University and has received a five (5) year grant for *Project Search*. *Project Search* is a community based transition program that develops employment skills for children with Autism Spectrum Disorder (ASD). This grant will provide the opportunity for selected students to attend school in a work setting during their final year of high school. Mr. Fairheart stated that we are excited for the opportunity this presents for our students, and also for our SECEP staff to learn about what works in transition. SECEP is hopeful that this will also provide a platform with which we can replicate a similar program within our own programs.

PROGRAM ENROLLMENT REPORT AND INFORMATION:

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

RECOGNITION OF DEPARTED BOARD MEMBER:

Mr. Fairheart recognized and thanked our departed school board member, Mrs. Diane Foster from Suffolk Public Schools, for her service on the board from January 2009 through December 2012.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

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

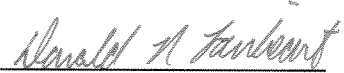
NEXT MEETING DATE, TIME AND PLACE:

The next meeting of the SECEP Joint Board will be held on Wednesday, March 27, 2013, at 12:00 P.M. at the Smithfield Building.

ADJOURNMENT:

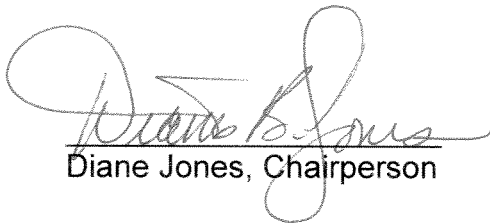
The meeting was adjourned at 1:05 p.m.

Respectfully Submitted,



Donald R. Fairheart, MBA
Clerk of the Board

APPROVED:



Diane Jones, Chairperson