

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
JANUARY 28, 2015

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, January 28, 2015, at the Smithfield Building in Norfolk, Virginia.

PRESENT: Board Members: Mr. Thomas Mercer, Dr. Noelle Gabriel, Dr. Judith Brooks-Buck, and Alternate Joint Board Member Mrs. Linda Bouchard

ABSENT: Mrs. Dawna Walton, Mrs. Denise Tynes, Mr. James Bridgeford, Dr. Carolyn Modlin, and Mrs. Carolyn Weems

PRESENT: Committee of Superintendents: Dr. James Roberts, Ms. Sabrina Beamon, Special Education Director, for Dr. Willie Bell, Mr. Joseph Wiggins, Executive Administrator to the Superintendent for Portsmouth Public Schools, Dr. Wayne Smith, Assistant Superintendent for Dr. Alvera Parrish, Dr. Deran Whitney, and Ms. Nicole Jackson, Coordinator for Government Affairs for Dr. Aaron Spence.

ABSENT: Committee of Superintendents: Dr. Willie J. Bell, Dr. A. Katrise Perera, Dr. Samuel King, Dr. Alvera Parrish, and Dr. Aaron Spence

PRESENT: SECEP Staff: Mr. Donald R. Fairheart, Mr. David Sadler, and Mrs. Brenda Estes

WELCOME AND INTRODUCTION OF SUPERINTENDENTS AND JOINT BOARD MEMBERS

Dr. Judith Brooks-Buck stated that because a quorum was not present, two items for board approval will be tabled until the next meeting scheduled for March 25, 2015.

1. Item # 3B – Disbursement to Long Term Capital Fund
2. Item #6 – Personnel Docket

APPROVAL OF MINUTES:

Dr. Judith Brooks-Buck, Chairperson, asked for a motion to approve the minutes from the October 8, 2014, Joint Board meeting. A motion was made by Dr. Noel Gabriel and seconded by Mr. Thomas Mercer. Motion carried. (Ayes 4, Nays 0)

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:
AUDIT FOR THE 2013-2014 SCHOOL YEAR

The auditors from KPMG presented the audit at the Superintendent's meeting at 9:00 a.m. Dr. Whitney, Chairman of the Committee of Superintendents, stated that the audit was straightforward and that the finances are in order and that SECEP had followed all of the required standards.

REPORT OF THE EXECUTIVE DIRECTOR:
PROGRAM UPDATES:

Program Update Reports were included in the board packets for the ASP/EBICS Programs, Re-ED/TRAEF Programs, REACH Program, and for the Department of Human Resources and Support Services. Mr. Fairheart reviewed and highlighted the information provided in the reports which included student and staff achievements.

Mr. Fairheart updated the joint board in regards to SECEP's crisis management program. He stated that SECEP has been following the actions in Richmond, Virginia in regards to the General Assembly legislating VDOE to develop guidelines in the use of Restraint and Seclusion for public school systems. Mr. Fairheart stated that SECEP, as an agency, is well prepared in what we anticipate the outcome of the guidelines from the Virginia Department of Education will be in regards to staff training, communication and notification to parents, and follow-up when the use of restraint and seclusion is used. As SECEP transitions into the 2015-16SY, we will be changing our practice for crisis intervention from MANDT and Handle with Care to Safety Care®. Mr. Fairheart stated that this crisis management program is grounded firmly in behavior analytic principles. SECEP will be training a group of 40 trainers this April in Safety Care®. These trainers will then begin the process of training 800+ SECEP staff during the summer.

PROGRAM ENROLLMENT REPORT:

Mr. Fairheart reviewed the ADM, students currently enrolled, and referral information presented on each program.

AUDIT FOR THE 2013-2014 SCHOOL YEAR:

Mr. Fairheart explained that typically the audit is mailed out to all board members prior to the meeting, but this year SECEP did not receive the Audit until Monday, January 26, 2015. The audit was passed out this morning to everyone, and he stated that if anyone had any questions to please contact him. The reason that the audit is presented at the board meeting this time of year is to approve the disbursement of year-end funds to the Long Term Capital Improvement Fund. But because a quorum was not present, this could not take place.

JOINT BOARD ITEMS FOR DISCUSSION:

None

THE NEXT MEETING DATE AND TIME:

Dr. Judith Brooks-Buck encouraged the superintendents and representatives that were present to remind their board members to attend the next meeting of the SECEP Joint Board which will be held on Wednesday, March 25, 2015.

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

Respectfully Submitted,



Donald R. Fairheart, MBA
Clerk of the Board

APPROVED:



Judith Brooks-Buck, Chairperson