

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
MAY 31, 2017

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, May 31, 2017, at the Smithfield Building in Norfolk, VA.

PRESENT: Board Members: Mr. Robert Holt, Mrs. Jacqueline Carr, Ms. Yvonne Wagner, Rev. Cardell Patillo, Alternate Board Member, Dr. Judith Brooks-Buck, and Mrs. Linda Bouchard, Alternate Board Member

ABSENT: Board Members: Mr. Thomas Mercer, Ms. Angelia Allen, Dr. Carolyn Modlin, and Mrs. Carolyn Weems

PRESENT: Committee of Superintendents: Mrs. Teresa Howington Vaughan, Special Education Director, representing Mr. Kelvin Edwards, Sr., Mr. Tom Chelgren, Special Education Director, representing Dr. Jim Thornton, Dr. Kipp Rogers, Chief Academic Officer, representing Dr. Melinda Boone, Dr. Tonia Taylor, Special Education Director representing Dr. Gwendolyn Shannon, Dr. Deran Whitney, and Dr. Aaron Spence

ABSENT: Committee of Superintendents: Dr. James Roberts, Mr. Kelvin Edwards, Sr., Dr. Jim Thornton, Dr. Melinda Boone, Dr. Elie Bracy III, and Dr. Gwendolyn Shannon

PRESENT: SECEP Staff: Mr. David Sadler, and Mrs. Brenda Estes
Division Staff: Dr. Valeka Gatling, Special Education Director, Virginia Beach Public Schools

The Joint Board Meeting was called to order at 12:30 p.m.

APPROVAL OF MINUTES:

Dr. Judith Brooks-Buck, Chairperson, asked for a motion to approve the minutes of the March 29, 2017, Joint Board Meeting. A motion was made by Mr. Robert Holt and seconded by Rev. Cardell Patillo (Ayes 6, Nays 0). Motion carried.

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:

OPERATING BUDGET FOR FY 2017-2018:

Dr. Deran Whitney, Executive Officer, stated that the 2017-2018 Operating Budget that was presented at the March 29, 2017 had no changes in it. He asked

Mr. Sadler to share some highlights from the operating budget and answer any questions.

Mr. Sadler referred board members to the minutes from the March 29, 2017, meeting which highlighted the 2017-18 SECEP Operating Budget.

A motion was made by Rev. Cardell Patillo and seconded by Mrs. Linda Bouchard to approve the 2017-18 SECEP Operating Budget. (Ayes 6, Nays 0). Motion carried.

APPROVAL TO FILE A RATE APPLICATION FOR FY 2017-2018:

Dr. Whitney asked the Joint Board for their approval for SECEP to file a Rate Application for FY 2017-18 based on the budget that was presented. A motion was made by Rev. Cardell Patillo and seconded by Mrs. Linda Bouchard. (Ayes 6, Nays 0). Motion carried.

REQUEST FOR FUNDS FROM THE LONG-TERM PROJECT PLAN:

Norfolk Public Schools submitted a letter requesting \$12,419.33 from the Long-Term Project Fund for the old SECEP site located at Oakwood Elementary School regarding the Greenhouse Project balance. A motion was made by Mr. Robert Holt and seconded by Mrs. Linda Bouchard. (Ayes 6, Nays 0). Motion carried.

REPORT OF THE EXECUTIVE DIRECTOR OF SECEP:

PROGRAM ENROLLMENT REPORT:

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

PROGRAM UPDATES:

Program Update Reports were included in the board packets along with the "Eye on SECEP" Newsletter.

Mr. Sadler introduced Dr. Leigh Butler, SECEP Assistant Director for the Re-ED/TRAEP Programs. Dr. Butler along with Re-ED and TRAEP staff compiled a short video of the programs and some of the activities that our staff and students have engaged in this past school year. The video was presented to the Joint Board.

FEDERAL MONITORING AND REVIEW:

Mr. Sadler updated the joint board regarding the Federal Monitoring and Review with the Virginia Department of Education (VDOE). Included in the board packets was a letter from VDOE stating that the review of special education and related services for SECEP was complete. VDOE appreciated the cooperation and assistance provided by SECEP Administrative staff and special education staff members throughout the monitoring and follow-up processes. Mr. Sadler also thanked the school divisions (LEAs) for their support during the process and the positive closure to the review.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

A motion was made by Mrs. Linda Bouchard and seconded by Rev. Cardell Patillo to accept the Personnel Docket as presented. (Ayes 6, Nays 0). Motion carried.

NEXT MEETING DATE:

The next meeting of the SECEP Joint Board will be held on Wednesday, October 4, 2017.

ADJOURNMENT:

The meeting was adjourned at 12:54 p.m.

Respectfully Submitted,



David B. Sadler,
Clerk of the Board

APPROVED:



Dr. Judith Brooks-Buck
Chairperson