

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
SEPTEMBER 28, 2016

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, September 28, 2016, at the Smithfield Building in Norfolk, Virginia.

PRESENT: Board Members: Mr. Thomas Mercer, Mr. Robert Holt, Mr. Alvin Wilson, Dr. Carolyn Modlin, Dr. Judith Brooks-Buck, and Mrs. Carolyn Weems

ABSENT: Ms. Yvonne Wagner and Mr. James Bridgeford

PRESENT: Committee of Superintendents: Dr. James Roberts, Dr. Willie J. Bell, Mrs. Heather Tuck, Assistant Superintendent for Dr. Jim Thornton, Dr. Kip Rogers, Chief of Academic Affairs for Dr. Melinda Boone, Dr. Elie Bracy III, Dr. Gwendolyn Shannon, Dr. Deran Whitney, and Dr. Veleka Gatling, Special Education Director for Dr. Aaron Spence

ABSENT: Committee of Superintendents: Dr. Jim Thornton, Dr. Melinda Boone, and Dr. Aaron Spence

PRESENT: SECEP Staff: Mr. David Sadler and Mrs. Brenda Estes

APPROVAL OF MINUTES:

Dr. Deran Whitney asked for a motion to approve the minutes of the June 1, 2016, Joint Board meeting. A motion was made by Mr. Thomas Mercer and seconded by Dr. Judith Brooks-Buck. Motion carried. (Ayes 6, Nays 0)

COMMENTS FROM THE PUBLIC:

None.

ELECTION OF OFFICERS:

Dr. Deran Whitney asked for nominations for the position of Chairperson and Vice-Chairperson. Mr. Thomas Mercer nominated Dr. Judith Brooks-Buck as Chairperson. Nominations were closed. Dr. Judith Brooks-Buck nominated Mr. Thomas Mercer as Vice-Chairperson. Nominations were closed. The motion to appoint Dr. Judith Brooks-Buck as Chairperson and Mr. Thomas Mercer as Vice-Chairperson was unanimous. (Ayes 6, Nays 0). The slate of officers was presented:

Executive Officer: Dr. Deran Whitney
Chairman: Dr. Judith Brooks-Buck
Vice Chairman: Mr. Thomas Mercer
Clerk: Mr. David Sadler
Deputy Clerk: Mrs. Brenda Estes
Agent: Dr. Melinda Boone
Deputy Agent: Mrs. Rhonda Ingram

REPORT OF THE EXECUTIVE OFFICER:
REQUEST FOR FUNDS FROM THE LONG-TERM PROJECT PLAN:

1. Suffolk Public Schools submitted a letter requesting \$6,800 from the Long-Term Project Fund for two seclusion rooms located at John F. Kennedy Middle School.
2. Portsmouth Public Schools submitted a letter requesting \$123,437.40 for the renovation to S.H. Clarke Academy to accommodate the SECEP Program.
3. Norfolk Public Schools submitted a letter requesting \$4,350.20 to have the asbestos floor tile professionally removed at the former Richard Bowling Elementary where the SECEP Program will be located for the 2016-17 School Year.

Mr. Sadler stated that the Long-Term Project Plan funds are generally used to better the facilities for SECEP Programs. Mr. Sadler thanked each of the divisions requesting funds for the successful renovations and upgrades.

A motion was made by Mr. Thomas Mercer and seconded by Dr. Carolyn Modlin. (Ayes 6, Nays 0). Motion carried.

REPORT OF THE EXECUTIVE DIRECTOR:

PROGRAM ENROLLMENT REPORT:

Mr. Sadler reviewed the information presented on each program, including the operation of the Summer Program for SECEP students.

PROGRAM UPDATES:

Program Update Reports were included in the board packets for the ASP/EBICS/REACH Programs, Re-ED/TRAEP Programs, and for the Department of Human Resources and Support Services. Mr. Sadler reviewed and highlighted some of the information provided in the reports.

Mr. Sadler reported that 18 students from the ASP program were reintegrated. This is a large number and a number that SECEP is proud of. Our mission is to have the students return to their comprehensive schools when they are ready to do so.

Mr. Sadler reported that SECEP has a classroom on campus at Old Dominion University this year. The pilot program is called SECEP (Students Engaging in Career and Employment Possibilities) @ODU. This will provide our students with the opportunities for job exploration. The students will be working with athletics, human resources, child study, science, and technology departments learning work skills. SECEP is very excited about this opportunity.

Mr. Sadler highlighted information regarding our REACH Program and the VDOE *I'm Determined Project*. Our Principal, Terry Lyle, is excited to have the opportunity to showcase what her program is doing with transition and helping the students become advocates for themselves.

Mr. Sadler announced that Dr. Leigh Butler, formerly from Old Dominion University, is now SECEP's Assistant Director for the Re-ED/TRAEP Programs. Dr. Butler will bring insight and her connections with higher education to SECEP. Dr. Butler was a SECEP Principal in our Re-ED Program during the late 1990's and early 2000's. We are happy to have her return.

Mr. Sadler highlighted that SECEP will be bringing back our camping initiative for the Re-ED/TRAEP Programs. The purpose of the camping trips are to develop student self-esteem and collaboration skills.

Mr. Sadler stated that during this upcoming school year, the Re-ED classes at the centers will be refocusing on community service.

SEEDS OF CHANGE – FALL PIG & PANSY SALE:

Mr. Sadler announced the Seeds of Change Industries Fall Pig & Pansy Sale which will be held on October 21, 2016, at the Virginia Beach Renaissance Academy, and on October 28, 2016, at the SECEP Chesapeake Center @Great Bridge. Promotional flyers were included in each packet.

MOTION FOR GOING INTO CLOSED SESSION:

Dr. Judith Brooks-Buck, Chairperson, stated that the Board would convene in Closed Session. Mrs. Brenda Estes, Deputy Clerk of Board, 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 Mr. Thomas Mercer and seconded by Dr. Judith Brooks-Buck to convene in closed session. (Ayes 6, Nays 0). Motion carried.

SECEP EXECUTIVE DIRECTOR – HIRING DECISION:

Mr. David Sadler was recommended by the Committee of Superintendents and the Hiring Committee to be SECEP's new Executive Director. The motion was made by Mr. Thomas Mercer and seconded by Mrs. Carolyn Weems. Motion carried. (Ayes 6, Nays 0). Motion carried.

REPORT OF THE EXECUTIVE DIRECTOR: (Continued)

PERSONNEL REPORT AND UPDATE:

Mr. Sadler presented the Personnel Report on SECEP staff. He reviewed the racial composition of the staff, hires pertaining to replacement and growth, and the reasons for professional staff leaving SECEP. Included in the report was information on Service Awards and the SECEP Teachers and Teacher Assistants of the Year Awards. Mr. Mercer congratulated Mr. Sadler for his 30 years of service and Mrs. Estes for her 25 years of service with SECEP.

SECEP LOCATIONS:

Mr. Sadler stated that an updated list on SECEP locations was included in the board packets.

FEDERAL MONITORING FEEDBACK:

SECEP went through federal monitoring with the Virginia Department of Education (VDOE) in the spring of 2014 for the REACH Program and then in the spring of 2015 for all of the rest of SECEP's programs. VDOE was here in August to finish up reviewing the records for our Western Tidewater students. The review went well. VDOE will be back in October to go over some of the IEPs that will be coming under annual review to make sure that we have met the conditions of our corrective action plan. Other components of the action plan have been met. These include the Student Quiet Area (SQA) seclusion rooms and transporting students for Community Based Instruction (CBI's).

JOINT BOARD ITEMS FOR DISCUSSION:

None.

MOTION FOR EXITING CLOSED SESSION:

AYES: (6) (Mr. Thomas Mercer, Mr. Robert Holt, Mr. Alvin Wilson, Dr. Carolyn Modlin, Dr. Judith Brooks Buck, Mrs. Carolyn Weems)

NAYS: (0)

ABSENT DURING VOTE: (Ms. Yvonne Wagner and Mr. James Bridgeford)

ABSENT DURING MEETING: (Ms. Yvonne Wagner and Mr. James Bridgeford)

PERSONNEL DOCKET:

A motion was made by Mr. Thomas Mercer seconded by Mr. Robert Holt to accept the Personnel Docket. Motion carried. (Ayes 6, Nays 0).

THE NEXT MEETING DATE AND TIME:

The next meeting of the SECEP Joint Board will be held on Wednesday, January 18, 2017.

ADJOURNMENT: The meeting was adjourned at 12:55 p.m.

Respectfully Submitted,



David B. Sadler
Clerk of the Board

APPROVED:


Judith Brooks-Buck, Chairperson