

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
SEPTEMBER 29, 2021

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, September 29, 2021, virtually by Zoom.

PRESENT: Board Members: Mr. Thomas Mercer, Mr. Robert Holt, Ms. Jacquelin Carr, Mr. Carlos Clanton, Mr. Vernon Tillage, Jr, Dr. Judith Brooks-Buck, and Mrs. Kimberly Melnyk

ABSENT: Board Member: Mr. William Worsham

PRESENT: Committee of Superintendents: Dr. Jared Cotton, Dr. Sharon Byrdsong, Dr. Elie Bracy III, Dr. Tonia Taylor, Director of Special Education representing Dr. Gwendolyn Shannon, Dr. John Gordon, III, Dr. Roni Myers-Daub, Director of Special Education, and Dr. Aaron Spence

ABSENT: Committee of Superintendents: Dr. Tamara Sterling, Dr. Jim Thornton, Dr. Gwendolyn Shannon

PRESENT: SECEP Staff: Mr. David Sadler and Ms. Neysha Pearson

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

APPROVAL OF MINUTES:

Mr. Thomas Mercer asked for a motion to approve the minutes of the May 26, 2021, Joint Board meeting. A motion was made by Mr. Robert Holt and seconded by Dr. Brooks-Buck. Motion carried. (Ayes 7, Nays 0)

ELECTION OF OFFICERS:

Mr. David Sadler stated that the superintendents had nominated and selected Dr. Jared Cotton to continue to be the Executive Officer for the SECEP Committee of Superintendents for the 2021-2022SY. Mr. Carlos Clanton nominated Mr. Thomas Mercer as Chairperson and was seconded by Dr. Judith Brooks-Buck. Nominations closed. Mr. Carlos Clanton nominated Dr. Judith Brooks-Buck as Vice-Chairperson and Mrs. Kimberly Melnyk seconded it. Nominations closed. The motion to appoint Mr. Thomas Mercer as Chairperson and Dr. Judith Brooks-Buck as Vice-Chairperson was unanimous. (Ayes 7, Nays 0). The slate of officers was presented:

Executive Officer:	Dr. Jared Cotton
Chairperson:	Mr. Thomas Mercer
Vice Chairperson:	Dr. Judith Brooks-Buck
Clerk:	Mr. David Sadler

Deputy Clerk: Ms. Neysha Pearson
Agent: Dr. Sharon Byrdsong
Deputy Agent: Mr. Steven Jenkins

Mr. Thomas Mercer asked for a motion to approve the slate of officers. A motion was made by Dr. Judith Brooks-Buck and was seconded by Mr. Vernon Tillage. Motion carried. (Ayes 7, Nays 0)

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:

REQUEST TO CARRYOVER FUNDS FROM FY2020 TO FY2021 – LONG-TERM PROJECT FUND:

Dr. Jared Cotton stated that the Committee of Superintendents met earlier and had recommended the approval of the requested carryover from FY2020. Mr. Sadler requested a total of \$293,450 out of the \$1,355,366 to be used for one-time technology expenses. Mr. Sadler requested \$223,450 to be used to purchase mini form factor computers to work with the presentation boards, laptops for staff, 100 replacement iPads for instruction, and 5 servers. The remaining \$70,000 would be used to replace 2 cargo vans that are about 10 years old.

Mr. Sadler stated that if approved by the Joint Board, this would leave an unaudited Fund Balance for allocations in the Long Term Capital Project Fund of \$1,061,916 from FY2020 unexpended revenues.

A motion was made by Mr. Vernon Tillage, and seconded by Dr. Judith Brooks-Buck. Motion carried. (Ayes 7, Nays 0)

Dr. Jared Cotton stated that the Superintendent Committee also discussed budgeting timelines to help divisions properly plan and budget for SECEP programming for the coming years.

Mr. Sadler presented timeline to the Superintendent Committee so that SECEP could have slots submitted by February 2, 2022, with no changes being made after February 16, 2022.

REPORT OF THE EXECUTIVE DIRECTOR:

PROGRAM UPDATES:

SECEP WELCOME BACK EVENT:

Mr. Sadler stated that SECEP held a Webinar through Zoom for the Opening Session for all staff on August 25, 2021, to begin the 2021-22SY. He played a PowerPoint presentation made by SECEP staff that was presented at the Virtual Opening Session.

SECEP PROGRAM ENROLLMENT REPORT:

Mr. Sadler reviewed the information presented on each program, starting with the 2020-2021SY numbers and ending with the current year's numbers. TRAEP, ASP & EBICS each saw a decline in enrollment that is speculated to be due to COVID-19. Referrals are expected to increase as the school year progresses as this year is the first year back face to face for some divisions. REACH Full Day enrollment expected to increase due to students not being allowed to leave St. Mary's Home for Disabled Children facility. SECEP did run a Summer Program where the numbers were not far off from previous years.

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 the reasons for professional staff leaving SECEP. The higher percentages of our teachers leaving were due in part to being hired by our local divisions, retirement, and moving from the area. Included in the report was information on Service Awards and the SECEP Teachers and Teacher Assistants of the Year Awards.

SECEP LOCATIONS:

Mr. Sadler stated that an updated list on SECEP locations was included in the board packets for the 2021-22SY.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

A motion was made by Dr. Judith Brooks-Buck, and seconded by Mr. Robert Holt, to accept the Personnel Docket. Motion carried. (Ayes 7, Nays 0).

THE NEXT MEETING DATE AND TIME:

The next meeting of the SECEP Joint Board will be held on Wednesday, February 2, 2022 at 12:30 p.m.

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

Respectfully Submitted,



David B. Sadler
Clerk of the Board

APPROVED:



Mr. Thomas Mercer, Chairperson