

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
MAY 25, 2022

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, May 25, 2022, in person & virtually by Zoom.

PRESENT: Board Members: Mr. Thomas Mercer, Dr. Judith Brooks-Buck (via zoom), Mr. Carlos Clanton, Mrs. Kimberly Melnyk (via zoom), Mr. Vernon Tillage, Mr. Thomas Holt

ABSENT: Board Member: Mr. Michael Vines, Mr. William Worsham

PRESENT: Committee of Superintendents: Dr. Jared Cotton, Dr. Sharon Byrdsong (via zoom), Dr. John Gordon, III (via zoom), Dr. Elie Bracy III, and Dr. Tonia Taylor for Dr. Gwendolyn Shannon, Dr. Aaron Spence, Mrs. Roni Myers-Daub, Ms. Susan Goetz and Ms. Patricia Magner for Dr. Thornton

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

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

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

WELCOME AND ANNOUNCEMENTS:

Mr. Thomas Mercer, Chairperson, welcomed everyone to the SECEP hybrid Joint Board meeting.

APPROVAL OF MINUTES:

Mr. Thomas Mercer, Chairperson, asked for a motion to approve the minutes from the March 30, 2022, Joint Board Meeting. A motion was made by Mr. Vernon Tillage and seconded by Mr. Carlos Clanton. Motion carried (Ayes 5, Nays 0).

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:

Dr. Cotton addressed upcoming dates for SECEPs and Governor's School meeting dates; to be announced later in the meeting.

ADOPTION OF THE SECEP OPERATING BUDGET FOR FY 2022-2023:

Mr. Sadler recapped the Fiscal 2023 proposed budget:

- The overall Proposed Budget for FY2023 is \$59,507,309, a 3.91% increase over the FY2022 operating budget.
- Revenue continues to come primarily from student tuition provided by our participating divisions. Other revenue comes from the Virginia Department of Education grants for the Tidewater Regional Alternative Education Program (TRAEP), projected to be \$705,201 for FY2023 and \$52,000 from the VBSA Tech Grant that SECEP has received each fiscal year for the past several years.
- Norfolk Public Schools (NPS) proposes to raise the Teacher Salary Schedule at Step 1 to \$49,500, a 5.8% increase over the current salary schedule. The proposed budget provides

an average increase of 7.5% for all classified employees and an average increase of 4.2% for admin.

- NPS projects a 6% increase in healthcare costs.
- There are no projected increases or changes to Virginia Retirement Systems (VRS) for the upcoming school year.
- In addition to the above, SECEP proposes to continue the following benefits which have been provided in the previous SECEP budgets: Continue to provide bonuses (\$1146) to Teachers and Teacher Assistants with a Contract for filling difficult-to-staff assignments.
- Continue to provide \$88,000 for Tuition Assistance as part of the overall budget. These funds are primarily used to assist provisionally licensed teachers in completing the required coursework to gain full licensure.
- ‘Other’ expenditures section of the proposed budget accounts for 6.41% or \$3,812,674. Wages account for 93.59% or \$55,694,635. With teachers and classified being the 2 largest employee groups, SECEP built its budget on an overall average of 6.5%, an average of the proposed teacher (5.8%), classified (7.5%), and administrative (4.2%) increases.

Mr. Sadler stated that at the time, the State budget had not been approved, therefore it was possible that once the State budget was approved, amendments may need to be made to SECEPs proposed budget.

Mr. Sadler mentioned that SECEP contracts going out should have language that protects the Board in case changes have to be made due to a lack of revenue being generated.

Mr. Sadler compared some of SECEPs current enrollment numbers to that of the previous year. May 19, 2021 SECEP enrolled 943 students, including 25 TREAP regular education, and 10 TREAP special education students; as of May 18, 2022, there were 895 students enrolled with 50 being TREAP regular education and 18 special education students.

Mr. Thomas Mercer asked for a motion to adopt the SECEP Operation Budget for FY2023. A motion was made by Mr. Carlos Clanton and seconded by Mr. Vernon Tillage. Motion carried (Ayes 5, Nays 0).

2022-2023 JOINT BORD MEETING DATES:

The dates for the SECEP Joint Board Meetings for 2022-2023 were established:

Wednesday, September 28, 2022

Wednesday, February 1, 2023

Wednesday, March 29, 2023

Wednesday, May 24, 2023

ELECTION TERMS:

Mr. Mercer addressed possibly changing election terms to be consistent with other districts. After some discussion, Mr. Holt made a motion for the current Chairperson, Mr. Mercer, and the current Vice-Chairperson, Dr. Brooks-Buck to stay in their roles until December 31, 2022, with a new election taking place January 1, 2023. Mr. Clanton seconded the motion. Motion carried (Ayes 5, Nays 0)

REPORT FROM THE EXECUTIVE DIRECTOR:

PROGRAM ENROLLMENT REPORT:

Mr. Sadler reviewed enrollment and referral information presented on each of the five programs SECEP operates. In comparison to the enrollment numbers at the end of April, there were slight

increases in TREAP, regular and special ed, ASP, and REACH programs. Excluding REACH, all programs had referrals.

PROGRAM UPDATE:

Mr. Sadler reviewed some activities both students and staff participated in during Spring 2022 – SOL and VAAP assessments, SECEPs plant sale, LEARN, WORK, PLAY Field Day.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

RESOLUTION FOR CLOSED SESSION:

Mr. Sadler to read the MOTION FOR GOING INTO CLOSED SESSION.

A motion to enter a closed session was made by Mr. Carlos Clanton and was seconded by Dr. Brooks-Buck. The motion carried (Ayes 5, Nays 0).

Mr. Sadler read A RESOLUTION OF CERTIFICATION OF THE CLOSED SESSION OF MAY 25, 2022

A motion to end the closed session was made by Dr. Brooks-Buck and was seconded by Mr. Carlos Clanton. The motion carried (Ayes 5, Nays 0).

Mr. Mercer asked for a motion to accept and approve the personnel docket. A motion was made by Mr. Clanton and was seconded by Mr. Thomas Holt. The motion carried (Ayes 5, Nays 0).

NEXT MEETING DATE:

The next meeting of the SECEP Joint Board will be held on Wednesday, September 28, 2022, at 12:30 pm. A special called meeting may be called in June. The next meeting will be in hybrid format.

ADJOURNMENT:

The meeting was adjourned at 1:36 p.m.

Respectfully Submitted,


Laura W. Armstrong,
Clerk of the Board

APPROVED:



Mr. Thomas Mercer
Chairperson

MOTION FOR GOING INTO CLOSED SESSION

A motion is 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.

May 25, 2022

**A RESOLUTION OF CERTIFICATION OF THE CLOSED
SESSION OF MAY 25, 2022, PURSUANT TO
SECTION 2.1-3712, PART D OF THE
CODE OF VIRGINIA**

WHEREAS, the Southeastern Cooperative Educational Programs (SECEP) Board of Directors has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-3712 (D) of the Code of Virginia requires a certification of this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Southeastern Cooperative Educational Programs (SECEP) Board of Directors hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Southeastern Cooperative Educational Programs (SECEP) Board of Directors.

VOTE

AYES: 5

NAYS: 0

ABSENT DURING VOTE: Mr. Michael Vines, Mr. William Worsham

ABSENT DURING MEETING: Mr. Michael Vines, Mr. William Worsham

ADOPTED BY THE SOUTHEASTERN COOPERATIVE EDUCATIONAL
PROGRAMS (SECEP)

MAY 25, 2022
DATE

APPROVED AS TO FORM:

ASSISTANT CITY ATTORNEY