

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
FEBRUARY 01, 2023

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, February 01, 2023, at the Smithfield Building in Norfolk, VA.

PRESENT: Board Members: Mr. Thomas Mercer, Mr. Robert Holt, Mr. Michael Cunningham, Mr. Carlos Clanton, Dr. Judith Brooks-Buck (via zoom)

ABSENT: Board Members: Mrs. Quiana Futrell, Mrs. Kimberly Melnyk, Southampton County Representative (to be determined)

PRESENT: Committee of Superintendents: Dr. Jared Cotton, Mrs. Trish Manger for Dr. Theo Cramer, Dr. Michael Cataldo for Dr. Sharon Byrdsong, Dr. Camila Ferebee for Dr. Elie Bracy, Dr. Tonia Taylor for Dr. Gwendolyn Shannon, Dr. John Gordon (via zoom), Mrs. Roni Myers-Daub for Dr. Aaron Spence

ABSENT: Committee of Superintendents: Dr. Theo Cramer, Dr. Sharon Byrdsong, Dr. Elie Bracy, Dr. Gwendolyn Shannon, Dr. Aaron Spence

PRESENT: SECEP Staff: Mrs. Laura Armstrong, Ms. Neysha Pearson

The Joint Board Meeting was called to order at 1:46 p.m.

WELCOME AND ANNOUNCEMENTS:

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

APPROVAL OF MINUTES:

Mr. Thomas Mercer asked for a motion to approve the minutes from the September 28, 2022, Joint Board meeting. A motion was made by Mr. Holt and seconded by Mr. Cunningham. Motion carried (Ayes 5, Nays 0).

ELECTION OF CHAIR AND VICE CHAIR:

Mr. Mercer stated that Boards are now changing over in the middle of the school year, and a Chair and Vice-Chair will need to be elected yearly. Dr. Cotton asked for a nomination for the Chairperson position. Mr. Holt nominated Mr. Mercer to serve as Chairperson and was seconded by Dr. Brooks-Buck. Nominations closed.

Dr. Cotton asked for a nomination for the Vice-Chairperson position. Mr. Clanton nominated Dr. Judith Brooks-Buck to serve as Vice-Chair, and was seconded by Mr. Mercer. Nominations closed. The election of Mr. Mercer as Chairperson and Dr. J Brooks-Buck as Vice-Chairperson was unanimous. (Ayes 5, Nays 0).

Mr. Clanton noted the term is set to end on December 31, 2023. Both Mr. Mercer and Dr. Brooks-Buck agreed to stay in the elected positions until SECEP's February 2024 Joint Board meeting.

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:

Dr. Cotton summarized topics discussed at the SECEP's Superintendent's meeting. Mrs. Armstrong will work with Norfolk Public Schools (NPS) while developing SECEP's proposed budget so that SECEP salary scales are in lockstep with NPS salary scales.

Mrs. Armstrong will also provide the Board with an update on the OCR Compliance Review and the subsequent Restraint & Seclusion Policy that was developed as a result of the review.

REPORT OF THE EXECUTIVE DIRECTOR:

Mrs. Armstrong addressed several topics during her report.

Budget Timelines: SECEP will aim for parity with Norfolk Public Schools Pay scales in developing the SECEP Fiscal Year 2024 Operating Budget. Special and Alternative Education Directors have submitted Re-Ed guarantees and TRAEP slot commitments. Mrs. Armstrong noted additional TRAEP slots are in Norfolk Public Schools proposed budget. SECEP will adjust accordingly for additional commitments but cannot accommodate reductions after February 17, 2023.

Strategic Plan Update: The SECEP Strategic Plan 2018-2023 has concluded. A summary presentation was provided to staff in December. Focus group meetings for the 2023-2028 Strategic Plan were held virtually and at all SECEP centers throughout January. Over 200 staff participated in these events. Workgroups have been formed to synthesize information from focus groups and draft goals. Parent and student surveys are in progress.

2017 Office of Civil Rights Compliance Review: The review was initiated in August 2017. Mrs. Armstrong provided a timeline of SECEP's action steps in accordance with 8VAC20-750-40 Use of Physical Restraint and Seclusion (January 2021). In October 2022, SECEP was notified that OCR had concluded the investigation. SECEP voluntarily entered into a resolution agreement in December 2022. Mrs. Armstrong reviewed the proposed policy on restraint and seclusion.

Dr. Cotton informed the Board that SECEP has established procedures in addition to the policy. If the Board approves the policy, both will be submitted to OCR.

Mr. Clanton expressed that NPS does not support seclusion and restraint; therefore, his vote will reflect as such.

Mr. Mercer called for a motion to approve or deny SECEP's policy on restraint and seclusion. Dr. Brooks-Buck motioned to approve the policy, and Mr. Holt seconded the motion. Motion carried. (Ayes 4, Nays 1).

Enrollment Report: Since the September meeting, there have been increases in TRAEP and ASP enrollments, while the Re-Ed program has seen a slight decrease in enrollment. Enrollment in the REACH and EBICS programs have stayed the same.

Program Update: Mrs. Armstrong shared information and pictures of activities and community service projects that SECEP students and staff have participated in since September. Mrs. Armstrong thanked Mr. Clanton for reading to students at SECEP's Norfolk Center during Leadership for Literacy. Mrs. Armstrong shared that she usually visits classrooms on Fridays and extended an invitation for Board members to visit as their schedules permit. A video highlighting SECEP's culinary arts, horticulture, and community-based instruction was shown.

SECEP's Teacher of the year is Ms. Richelle Mohr. Ms. Mohr teaches in the ASP Program at Glenwood Elementary School in Virginia Beach. Ms. Ashley Burns of the Suffolk SECEP Center is the Teacher Assistant of the Year. The SECEP Related Service Provider of the Year is Ms. Diane Jervey. Ms. Jervey is a Speech Therapist in SECEP Suffolk and Western Tidewater classrooms.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET: Mrs. Armstrong read the MOTION FOR GOING INTO CLOSED SESSION. A motion to enter closed session was made by Mr. Clanton and seconded by Mr. Cunningham. Motion carried. (Ayes 5, Nays 0)

Mrs. Armstrong read A RESOLUTION OF CERTIFICATION OF THE CLOSED SESSION OF FEBRUARY 01, 2023. A motion was made by Mr. Holt and was seconded by Mr. Cunningham. 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. Cunningham and was seconded by Mr. Clanton. Motion carried. (Ayes 5, Nays 0).

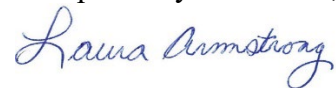
THE NEXT MEETING DATE AND TIME:

The next meeting of the SECEP Joint Board will be held on Wednesday, March 29, 2023.

ADJOURNMENT:

The meeting was adjourned at 2:09 p.m.

Respectfully Submitted,



Laura W. Armstrong,
Clerk of the Board

APPROVED:



Mr. Thomas Mercer
Chairperson