

SOUTHEASTERN COOPERATIVE EDUCATIONAL PROGRAMS
(SECEP)
MINUTES OF MEETING
MAY 24, 2023

The Southeastern Cooperative Educational Programs (SECEP) held its Joint Board Meeting on Wednesday, May 24, 2023, at 6160 Kempsville Road, Suite 300 B, Norfolk, VA 23502.

PRESENT: **Board Members:** Mr. Thomas Mercer, Mr. Thomas Holt, Mr. Michael Cunningham, Mr. Carlos Clanton, Mrs. Lynn Bradley, Dr. Judith Brooks-Buck

ABSENT: **Board Members:** Mrs. Quniana Futrell, Mrs. Kimberly Melnyk

PRESENT: **Committee of Superintendents:** Dr. Jared Cotton, Dr. Sharon Byrdsong (via Zoom), Dr. Theo Cramer (via Zoom)

ABSENT: **Committee of Superintendents:** Dr. Elie Bracy, Dr. John Gordon, Dr. Gwendolyn Shannon, Dr. Carlton Carter, Dr. Aaron Spence

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

The meeting was called to order at 12:37 p.m.

WELCOME AND ANNOUNCEMENTS:

Mr. Mercer, the Chairperson, welcomed everyone to the meeting.

APPROVAL OF THE MINUTES:

Mr. Mercer requested a motion to approve the March 29, 2023, Joint Board meeting minutes. A motion was made by Dr. Brooks-Buck and seconded by Mr. Holt. Motion carried (Ayes 6, Nays 0)

COMMENTS FROM THE PUBLIC:

None.

REPORT OF THE EXECUTIVE OFFICER:

Adoption of the SECEP Operating Budget for FY 23-24:

Dr. Cotton introduced SECEP's Finance Coordinator, Mrs. Felton. Dr. Cotton provided an overview of SECEP's FY2024 Proposed Operating Budget as discussed during the first reading at the March 29, 2023, meeting. SECEP has proposed an average salary increase of 6.91% for teachers and classified staff and 5.1% for administrators. SECEP plans to proceed with the next steps in the salary decompression. The Superintendents' Committee supports adopting the budget as proposed.

Mr. Mercer called for a motion to adopt SECEP's Operating Budget for FY2024. A motion was made by Mr. Holt and was seconded by Dr. Brooks-Buck. Motion carried (Ayes 6, Nays 0)

REPORT OF THE EXECUTIVE DIRECTOR:

Adoption of the Strategic Plan:

Mrs. Armstrong provided an overview of the proposed strategic plan, Pathway to 2028. A video highlighting the focus areas of the plan was shown. Focus areas of Pathway to 2028 are Culture and Climate, Instruction, Safety and Behavior, Professional Development, and Recruitment and Retention. Mr. Clanton asked how the Board would be able to gauge progress on the success of the plan. Mrs. Armstrong stated that progress updates would be provided. Mr. Mercer called for a motion to adopt the strategic plan. A

motion was made by Dr. Brooks-Buck and was seconded by Mr. Cunningham. Motion carried (Ayes 6, Nays 0)

2017 Office of Civil Rights Compliance Review:

Mrs. Armstrong updated the Board on the Office of Civil Rights (OCR) compliance review. OCR approved SECEP's policy on restraint & seclusion as presented to the Board in February. The approved policy has been posted on the SECEP website. SECEP is awaiting approval of the proposed procedures. Individualized Education Plan (IEP) teams have begun convening to review records per the resolution agreement.

Canvas:

Mrs. Armstrong informed the Board that SECEP is exploring using Canvas as a learning management system.

Enrollment Report:

Mrs. Armstrong reported increases in enrollment by program for the 2022-2023 school year: TRAEP Regular Ed (+15), TRAEP Special Ed (+2), Re-ED (+33), ASP (+8), EBICS (+1), and REACH (+10).

Program Update:

The REACH Program at St. Mary's Home and Lake Taylor Transitional Hospital was highlighted in a video created by SECEP.

JOINT BOARD ITEMS FOR DISCUSSION:

None.

PERSONNEL DOCKET:

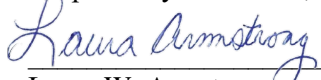
Mrs. Armstrong read the language for the MOTION FOR GOING INTO CLOSED SESSION. A motion to enter a closed session was made by Mr. Holt and seconded by Dr. Brooks-Buck. Motion carried (Ayes 6, Nays 0)

Mrs. Armstrong read RESOLUTION OF CERTIFICATION OF THE CLOSED SESSION OF May 24, 2023. A motion was made by Dr. Brooks-Buck and seconded by Mr. Cunningham. Motion carried (Ayes 5, Nays 0: Mrs. Bradley was no longer present via Zoom)

ADJOURNMENT:

The meeting was adjourned at 1:22 p.m.

Respectfully Submitted,



Laura W. Armstrong,
Clerk of the Board

APPROVED:



Mr. Thomas Mercer
Chairperson