- **NPS - Special Education Advisory Committee (SEAC) – January 8, 2026**

6:05 Meeting Called to Order - See attached attendance form

Purpose of SEAC reviewed. SEAC serves as an advisory body; made up of parents, educators, and community members, advocating for special education in the city of Norfolk. This committee is required by law and consists of 24 members.

6:08 Adoption of minutes

Motion to adopt by Gretchen Hamman, motion seconded by Tiffany Adams. Unanimous vote to adopt. Motion Carries.

6:11 Announcements

No community or members announcements.

6:12 Public Comments - No public comments submitted.

*Note: this a perfect opportunity for community members to share their concerns, regarding Special Education, so the SEAC could bring these concerns to the school board.

**Note: see below for the methods of submitting public comment.

1) Via online submission on the NPS website on the SEAC page.
2) Written comment at the meeting using the Public Comment form

6:13 New Business

SEAC 2025-2026 goal: To improve inclusion, transition planning and accessibility within Norfolk Public Schools.

Guest Speaker Jerri Smith; Director of Innovation, Community Engagement and Outreach; from the Department of School Leadership shared her offices role as it pertains to Inclusion and Accessibility.

1) Their work centers around NPS equity initiatives
    a. Multitiered systems of support to meet students where they are
    b. Data Driven Decisions determine areas of need for the NPS community
        i. EELCs (Equity and Excellence Learning Centers) of which there are 5 can be found within schools with the most need
    c. Equity Task Force helps to identify priorities of students and families
    d. Welcome Centers
        i. Granby Village

ii. International Welcome Center at Academy at Rosemont

e. Professional Development via LSC

2) The office tackles Family and Community Engagement through collaboration with the Communication team within NPS.

Q and A following presentation:

Q: We are hoping to foster an inclusive culture within the district. Despite the renaming of the office, will you still be able to help?
A: Yes, the leadership development team works with the communication development team to provide principles with instruction. In most schools, Assistant Principles take the lead. {We} advise for building level administration intervention over district wide intervention first.

Q: In regard to school closures, what is the district doing to, so teachers don't become overwhelmed?
A: There is a plan in place and actions are being taken to ensure students will continue to receive have now and improve access to resources. {We} are in collaboration with Dr. Walter, there will be opportunities for families to visit the new spaces, and there will be opportunities for feedback.

Q: Do you have a website?
A: There is no stand-alone website. {We} can be found on NPS website and via the Communication Platform. She can be found at jsmith9@nps.k12.va.us or via phone at (757)670-3945.

Q: How do you get more EELCs in schools?
A: Via Grants; however, many aspects of the EELCs are embedded within many schools.

6:52 Learning Support Update

*Three SPED leader professional development sessions have been completed.

*New Senior Coordinator: Ms. Latisha Watson

*Note: Please provide minutes and agenda to the LSC for posting.

1) LSC requests the addition of a meeting in March (which will take place virtually) to present annual Special Education Flow-Through/Annual Plan Grant Application.

Motion to add a virtual meeting on March 26, 2026 made by Gretchen Hamman. Motion seconded by Dr. Nathan Whitlow. Unanimous vote to approve. Motion carries.

7:16 Wrap Up

1) Subsequent meetings with be as follows:
    a. Feb 5, 2026 with quest speaker from Department of Transportation
    b. Mar 5, 2026 with quest speaker from Student Wellness
    c. Still waiting on response from Student support and facilities.
        i. Invitations will be resent
        ii. Tiffany will reach out to Community Support Board

7:21 Meeting Adjourned

Motion to adjourn by Gretchen Hamman. Motion seconded by Heidi Flamer. Unanimous vote. Meeting adjourned.