

**Special Education Advisory Committee**  
**Virginia Beach City Public Schools**  
 Final SEAC Minutes – January 9, 2012

**Attendance**

Members Present:	Sandy Hermann, Rayna Amoreno, Melissa Barnett, Ping Camano, Deborah Dougherty, Cherese Jenks, , Elizabeth Jones, Dona Robel, DRS, Maureen Gbson
Members Absent:	JoAnna Bryant, Jan Solock, Kara Russell, Carolyn Stark, Cheryl Ward
Consultants Present:	Suzie Kumpf, Dr. Brenda Reid, Dr. Daisy Wood, Allison Jordan, Rusty Fairheart SECEP,
Consultants Absent:	Jennifer Stratton
Guests:	Wanda Byrd, Peaches Ellis, Debbie Patch
Quorum Present:	Yes

**Welcome/Introductions**

The meeting commenced at 9:10 AM, with Sandy Hermann welcoming everyone present. Individual introductions were made around the room.

**Public Comment**

There was no public comment.

<b><u>Announcements</u></b>	Dr. Reid announced... <ul style="list-style-type: none"> <li>▪ A meeting sponsored for military families scheduled for January 18, 2012 at the Fleet and Family Support Center for exceptional family members.</li> <li>▪ A workshop sponsored by New York Life Insurance Company for January 30, 2012 at 999 Waterside Drive, in Norfolk on February 2, 2012.</li> </ul>
<b><u>Correspondence</u></b>	No correspondence received.

**Reports**

<b>Dr. Daisy Wood, OPEC</b>	<p>Dr. Wood informed the committee about personnel/collaborative teams from the VDOE federal program. The group visited the division for approximately ten days and toured some of the division schools. They conducted interviews among SPED teachers and administrators. The schools were selected arbitrarily and specifically by VDOE. Some of the things targeted were:</p> <ul style="list-style-type: none"> <li>▪ Drop out records</li> <li>▪ Discipline/behavior</li> <li>▪ Indicators (with emphasis on activities/programs that assist in promoting positive outcome for students)</li> <li>▪ Organizational Plan</li> <li>▪ State Performance Plan</li> </ul> <p>Upon completion, a positive report was received based on how things were done in the division, specifically as it relates to special education and how well they were received within the division. Dr. Wood notified EAC of an upcoming briefing session</p>
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	of the elementary, middle and high school league meetings. Report/data will be provided along with the federal report, for input. Sandy Hermann made a request for a future presentation to the SEAC members regarding the final Federal Monitoring Team report along with the District Management Council of Boston report.
<b>Melissa Barnett VBDHS</b>	<p>Ms. Barnett identified upcoming 2013 retirement of key personnel which will impact structural hierarchy.</p> <p><b><u>Family Support Services –PALS Programs</u></b></p> <ul style="list-style-type: none"> <li>• Actively recruiting individuals with Intellectual Disabilities for the after school program and adult program.</li> <li>• Several of the adult participants qualified for wavier slots this summer. Unfortunately, five participants were lost from the program.</li> <li>• The after school program, for middle and high school students, numbers have steadily declined from about 15 to 9 participants over the last year.</li> <li>• A recruitment flyer will be developed to distribute to various organizations and groups that may be interested in the program.</li> <li>• A representative from PALS, Virginia Davies, will attend Dr. Reid’s “<i>Transition to Work</i>” session at the Central Library on January 19, 2012. Information about the adult program will be available.</li> <li>• PALS II participants (adult program) were invited for caroling to the Virginia Beach Retired Employees Association’s (VBREA) annual Holiday Luncheon on December 21<sup>st</sup> at the Signature Grille. Jim Spore was in attendance. The participants and staff received positive feedback for their performance.</li> </ul>
<b>Cheryl Ward Endeppence Center</b>	No report/activity reported.
<b>Dept. Parks and Rec. Carolyn Stark</b>	No report/activity reported
<b>Parent Support and Information Center Dr. Brenda Reid</b>	Dr. Reid distributed her report for past month activities. For more information please contact Dr. Reid at 263-2066 or by email <a href="mailto:Brenda.Reid@vbschools.com">Brenda.Reid@vbschools.com</a> .
<b>Dept. of Rehab. (DRS)</b>	Plans are on the way to open one thousand more slots state wide. Discussion about upcoming structural changes and agency renaming. There is a waiting list for service, order of selection is not open to all it is done by category.
<b>Jennifer Stratton C&amp;I</b>	No report/ activity reported.

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**SEAC Standing Subcommittees**

<b>Membership Subcommittee</b> <b>Chair: Kara Russell</b>	The committee will meet to review bylaws on membership attendance to address absenteeism.
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<b>Policy Review Subcommittee</b> <b>Chair: Sandy Hermann</b>	No policies have come forward therefore the subcommittee has not met. Sandy identified the need for an upcoming review of the Annual Plan. Dr. Wood will set up a preliminary meeting with SEAC subcommittee member for input. Sandy, Dr. Reid, Ping Camano, Cheresse Jenks, and Donna Robel all expressed interest in becoming members of the Policy Review subcommittee.
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**SEAC Ad Hoc Subcommittees:**

<b>SEAC Effectiveness Chair: JoAnna Bryant</b>	No report/activity reported.
<b>Minority Review Cheryl Ward</b>	No report/activity reported.
<b>Disability Awareness Subcommittee Cheresse Jenks</b>	Ms. Jenks reported that a meeting is scheduled for January 25 at the Endependence Center.
<b>Annual Report Committee Chair: Former: Sara MacDonald</b>	Sandy Hermann will contact Sara MacDonald to check on the status of this committee. Any SEAC members interested in becoming a sub-committee member please see Sandy Hermann.
<b>Transportation Subcommittee Carolyn Stark</b>	Sandy Hermann will forward copies of corrections identified by the sub-committee to Allison Jordan who will work on them with the transportation department.
<b>Inclusion Subcommittee Rayna Amoreno</b>	The sub-committee met, identified questions for OPEC and proposed revisions to the Inclusion Manual. A presentation will be provided to SEAC later in the meeting.

**SEAC Representatives**

<b>VBCPS Transition Advisory Committee Meeting (JoAnna Bryant/Kara Russell)</b>	No report/activity reported
<b>SECEP Joint Board Meeting Rusty Fairheart</b>	Donald 'Rusty' Fairheart has been hired as the new SECEP Director. He reported the upcoming SECEP Joint Board meeting I scheduled for January 25, 2012.

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<b>School Board Representative</b>	Shandy Herman and Cheryl Ward request for reappointment letters and Sara McDonald resignation letter were presented to the School Board by Dr. Magula.
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**OLD Business**

**Companion Service Animal Policy Update**

- SEAC will be provided with copies of the reviewed and revised policy from the City Attorney prior to the next SEAC meeting.

**SECEP Program Name Update**

- Rusty Fairheart discussed the name change from “ACP” to align with person first language. Members were asked to brainstorm new names that would be in line with people first language.

**New Business**

**Secretary Election**

- Nomination secret ballots were handed out to SEAC members to replace Sara MacDonald who recently resigned. Chereese Jenks was unanimously selected to serve as secretary for remainder of 2011-12.

**Inclusion Meeting**

- There was a discussion about parents being able to serve on the school inclusion subcommittee.
- Dr. Wood requested a copy of the Inclusion document sent to her.
- Rayna Amoreno gave a presentation on the sub-committee’s review summary to SEAC and requested answers to questions from OPEC. The sub-committee will reconvene to establish more recommendations when the response is received from OPEC

**March SEAC Evening Meeting**

- Determined the topics for the evening meeting would include:
  - Disability History and Awareness: Chereese volunteered to give a presentation.
  - People First Language: Sandy Herman volunteered to give a presentation.
  - LRE : Allison Jordan volunteered to give a presentation.

**Other Business**

- Dr. Wood announced that the Annual Plan and Funding Application has started to develop. Inputs will be reviewed in March. The Annual Plan appeared on-line in 2010 for the first time and is a succinct version from what it originally was. Ms. Jordan indicated that the Annual Plan is a draft document that is continually changing.

**Review of Public Comment** - None

Chereese Jenks moved to adjourn the meeting Deb Dougherty seconded. The meeting was adjourned by Sandy Hermann at 11:40 AM.

Next SEAC Meeting: February 13, 2012 ■ 9:00 a.m. at the Special Education Annex, Room 25