

**Special Education Advisory Committee
Virginia Beach City Public Schools
SEAC Minutes – January 12, 2015**

Attendance:

Members Present :	Carol Brubaker, Sandy Hermann, Donna Robel, Cheryl Ward, Lee Woodard
Members Absent:	Rayna Amoreno, Ping Camano, Carolyn Cox, Michelle Redmond
Consultants Present:	Rusty Fairheart (SECEP), Allison Jordan, Suzie Kumpf, Eileen Ouellette, Dr. Daisy Wood
Consultants Absent:	Melissa Barnett
Guests:	Christy Blount, Megan Inglesby, Carol Koceja
Quorum Present:	yes

Welcome:

Vice chair Sandy Hermann welcomed attendees and called the meeting to order at 9:05 a.m. At this time she informed the committee that Chairperson Rayna Amoreno has moved and has resigned her position as the Chairperson.

Adoption of Agenda: A motion to accept the agenda was made by Carol Brubaker and seconded by Lee Woodard. The motion was approved with a vote of 5 yeas, 0 nays and 0 abstentions.

Public Comment:

There was no one present to make public comment.

Announcements: An announcement was made regarding the upcoming Virginia Beach Special Education PTSA meeting that was scheduled for January 12th at Landstown High School at 6:00pm. Information regarding this meeting was also included in SEAC members' information packets.

Correspondence: The only correspondence received was several requests from vendors for invitations to next year's Resource Fair.

Introductions: Individual introductions were made by those present.

Reading and Approval of Minutes: A motion to approve the September minutes as submitted was made by Lee Woodard, seconded by Donna Robel. The motion was approved with votes of five yeas, zero nays and zero abstentions. A motion to approve the October minutes was made by Carol Brubaker and seconded by Donna Robel. The motion was approved with votes of five yeas, zero nays and zero abstentions. A motion to approve the November minutes was made by Donna Robel and seconded by Lee Woodard. The motion was approved with votes of five yeas, zero nays and zero abstentions.

Reports:

Dr. Wood OPEC	OPEC is currently working on completing the annual funding application. When completed in April this report will be reviewed with SEAC as required before presentation to the school board. Information regarding partnership with ODU for teachers wishing to be special education teachers, information on AT training and information on the national certification for ABCA. Medicaid billing and budget information was given by Dr. Wood. NCLB and teacher qualifications needed to meet highly qualified status were discussed. Discussion of the roles of teaching assistants, instruction, data collection and additional training that was made available for teaching assistants was also discussed. In response to a question regarding parent classroom observations, policy on this issue was discussed.
Eileen Ouellette Parent Support and Information Center	Written report was submitted. Eileen Ouellette explained a training where five cities collaborated to develop a “power tree” handout for parents. Samples were given to SEAC members and samples will be distributed to parents at the VB Special Education PTA meeting this evening. Eileen shared information about the state SEAC meeting she attended. She shared information regarding the Aspiring Leaders program. New posters about the Parent Support and Information Center and new SEAC brochures were distributed.
Rusty Fairheart SECEP	Rusty Fairheart gave information regarding SECEP’s new website. SECEP board meeting will be held on 1/21/15.

Reports

Cheryl Ward Independence Center	Written report was submitted. Cheryl Ward reminded SEAC of the I’m Determined program. Information regarding pending legislation on restraint and seclusion was given. Information regarding Medicaid Waiver redesign was discussed. Information about the upcoming IL Day at the General Assembly was given to the committee. A report on the Community Partnership Forum on November 18 th was given. As a result of this report on the Community Partnership Forum, a discussion of the VB parent classroom observation policy took place.
Dept. Parks & Rec. Carolyn Cox	No report was given.
Melissa Barnett VBDHS	No report given.

SEAC Standing Subcommittees

Policy Review Subcommittee Chair: Sandy	No activity reported.
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Hermann	
Membership Subcommittee Chair: Sandy Hermann	Applications for three members went forward to the school board in December and were approved. The new terms for these members began in December. Sandy Hermann will send subcommittee members dates to choose for the purpose of scheduling a subcommittee meeting.

SEAC Ad-Hoc Subcommittees:

Ad-Hoc Effectiveness Chair:	No report given.
Disability Awareness Subcommittee: Lee Woodard	Lee Woodard noted that information regarding school activities for Disability History and Awareness Month in October can be found on the school system website.
Ad-hoc Report and Recommendation Subcommittee: Michelle Redmond	No activity reported.
Ad-hoc Transportation Subcommittee: Carolyn Cox	Eileen Ouellette reported that the committee's final edit on the transportation brochure was completed and the brochure has been submitted to transportation for their review.
Ad-hoc SECEP Joint Board Meeting: Carolyn Cox	Next meeting will be held on 1/21/2015.
Ad-hoc Student Performance Review Subcommittee: Suzie Kumpf	Suzie Kumpf requested more members join the subcommittee. A discussion regarding student performance took place.

SEAC Representatives

School Board Representative	No activity reported.
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New Business:

- a. **504 Parent Letter:** The letter from the guidance department regarding 504 plans was discussed. It notified parents that the potential of a 504 plan and/or health plans could be available for students with life threatening allergies or health plans.
- b. **School Websites:** Requested that OPEC check into links to OPEC information on individual school websites as one of the tabs on the new additional to each individual school page.
- c. **SEAC Presentations and Goals:** Discussion of potential goals such as utilization of Resource Fair surveys, social media utilization, maintaining support and involvement in committee activities, increasing membership, school budget review, development of home/school communication best practice model, and Medicaid benefits explanation from DMAS and VDOE for distribution to parents. A discussion of topics for the March evening meeting, which will be

held at Princess Anne High School. Cheryl Ward made a motion to have Transition Services as the topic for the meeting and this motion was seconded by Carol Brubaker. The motion passed with a vote of five yeas, zero nays and zero abstentions.

Other business:

- a. Discussion of SEAC meeting participation via SKYPE or conference calls
- b. Holding a FOIA training which would be scheduled as an evening meeting at the Central Library and inviting SEAC members from other divisions to attend

Presentation: A presentation on Restraint and Seclusion was given by Rusty Fairheart and Allison Jordan.

Review of Public Comment:

None needed.

Adjournment: A motion to adjourn the meeting was made at 12:02 by Donna Robel and seconded by Lee Woodard. The motion was approved with five yeas, zero nays and zero abstentions.

Next SEAC Meeting: February 9, 2015 ■ 9:00 a.m. at the Laskin Road Annex ■ Room 25