

**Special Education Advisory Committee  
Virginia Beach City Public Schools  
SEAC Draft Minutes – February 9, 2015**

**Attendance:**

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

**Welcome:**

Secretary Cheryl Ward welcomed attendees and called the meeting to order at 9:12 a.m. At this time she informed the committee that Vice Chair Sandy Hermann was unable to attend the meeting.

**Adoption of Agenda:** A motion to accept the agenda was made by Ping Camano 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 DSAHR “Step Up For Love Valentine’s Gala” that will take place on Saturday, 2/14/15. Flyers were distributed to members and guests.

**Correspondence:** No correspondence was received.

**Introductions:** Individual introductions were made by those present.

**Reading and Approval of Minutes:** A motion to approve the January minutes with one amendment was made by Cheryl Ward, seconded by Donna Robel. The motion was approved with votes of five yeas, zero nays and zero abstentions.

**Reports:**

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| <b>Dr. Wood OPEC</b>  | The annual funding application is ready for SEAC review. Allison Jordan will send potential meeting dates to the Policy Review sub-committee so the review can move forward.  |
| <b>Eileen Ouellette<br/>Parent Support<br/>and Information<br/>Center</b> | Written report was submitted. Eileen shared information on the grant money which supports the MOCA art project for students with disabilities in Virginia Beach schools. Eileen also shared information on a VDOE training on transitions services that she attended. A copy of the letter that was issued to parents in September regarding Medicaid billing was distributed to members. |

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| <b>Rusty Fairheart<br/>SECEP</b> | Rusty Fairheart shared information regarding SECEP's annual audit. Progress is being made on finding applicants for the Project Search program funding through a grant from VCU. SECEP is in the process of developing their budget for the upcoming year, it will be presented at the March board meeting and should be approved at the May meeting. |
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**Reports**

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| <b>Cheryl Ward<br/>Independence<br/>Center</b> | Written report was submitted prior to meeting. Legislative updates of NCLB and efforts to fully fund IDEA were summarized. Also an update on HB1443 in the Virginia General Assembly was given.   |
| <b>Dept. Parks &amp;<br/>Rec. Carolyn Cox</b>  | Carolyn Cox gave a status update on registration for spring programs and identified where they would be held. A new class will be offered this year, Intro To Competitive Swimming. Carolyn also informed the committee that TRParks and Recreation is looking for summer employees and the job announcements will be posted on March 2 <sup>nd</sup> . |
| <b>Melissa Barnett<br/>VBDHS</b>               | No report given.  |

**SEAC Standing Subcommittees**

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| <b>Policy Review<br/>Subcommittee<br/>Chair: Sandy<br/>Hermann</b> | Subcommittee meeting to review Annual Funding Application will be announced via email to committee members and postings will be made in advance of meeting. |
| <b>Membership<br/>Subcommittee Chair:<br/>Sandy Hermann</b>        | The membership subcommittee has received two applications for membership. A meeting will be scheduled for the subcommittee to review the applications.      |

**SEAC Ad-Hoc Subcommittees:**

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| <b>Ad-Hoc Effectiveness<br/>Chair:</b>                        | A new vendor request for the Parent Resource Fair 2015 has been received. |
| <b>Disability Awareness<br/>Subcommittee: Lee<br/>Woodard</b> | Lee Woodard reported no activity for this month.                          |

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| <b>Ad-hoc Report and Recommendation Subcommittee:<br/>Michelle Redmond</b> | No activity reported.   |
| <b>Ad-hoc Transportation Subcommittee:<br/>Carolyn Cox</b>                 | Carolyn Cox requested the committee give her any ideas they may have to share with Virginia Beach transportation staff that can be a part of the summer training for transportation staff.  |
| <b>Ad-hoc SECEP Joint Board Meeting:<br/>Carolyn Cox</b>                   | Next meeting will be held on 3/25/2015.   |
| <b>Ad-hoc Student Performance Review Subcommittee:<br/>Suzie Kumpf</b>     | No activity report but Cheryl Ward shared information regarding the custom report feature now available on VDOE's website that could assist the subcommittee in obtaining useful data. Dr. Wood also shared information regarding a program that allows families without internet access to borrow equipment from the school system and pay a much reduced internet fee with Cox Cable. |

**SEAC Representatives**

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| <b>School Board Representative</b> | Cheryl Ward shared with committee that she has been invited to join the Student Discipline Task Force created at the request of the superintendent. |
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**New Business:**

- a. **March evening meeting** – Various methods of advertising meeting were discussed, sample flyers were distributed to committee members, information is posted on VB schools website and the information has been sent to all the coordinators. OPEC will request that Heather Allen submit information to the Beacon and look into robo calls about the event. Coordinators will request teachers make copies of flyer and send home to parents. Also discussed was the use of school marquees.
- b. **SEAC Presentations and Goals:** Cheryl Ward will develop three potential SEAC goals for the 2015-2016 school year and present them at the May meeting. A request for a presentation on parent classroom observation policy brought forth a discussion on the pros and cons involved.

**Other business:**

- a. After a discussion of member participation in meetings via conference calls or electronically it was suggested that the Membership subcommittee investigate what these potential changes for attendance could mean for the SEAC.

**Review of Public Comment:**

None needed.

**Adjournment:** A motion to adjourn the meeting was made at 11:04 by Lee Woodard and seconded by Donna Robel. The motion was approved with five ayes, zero nays and zero abstentions.

- ☒ Next SEAC Meeting: March 9, 2015 ■ 6:30 p.m. at Princess Anne High School. The presentation for the evening meeting will be a Transition Workshop. The SEAC meeting will follow the workshop and will be an abbreviated business meeting.