

Special Education Advisory Committee
Virginia Beach City Public Schools
 Approved SEAC Minutes – April 16, 2012

Attendance

Present Members:	Rayna Amoreno, JoAnna Bryant, Ping Camano, Deborah Dougherty, Sandy Hermann, Cherese Jenks, Elizabeth Jones, Donna Robel, Kara Russell, Carolyn Stark, Cheryl Ward
Absent Members	Rod Curry (DRS), Maureen Gibson, (DRS)
Consultants Present:	Rusty Fairheart-SECEP, Allison Jordan, Suzie Kumpf, Dr. Brenda Reid, Dr. Daisy Wood
Consultants Absent:	
Guests:	Carol Brubaker, Tanya Cuffee, Peaches Ellis, Watonoh Harris, JoCheryl Huguenin, Kami Lannetti, Jennifer Stratton, Sherry Tiaba
Quorum Present:	Yes

Welcome/Introductions

The meeting commenced at 9:05 AM, with Sandy Hermann welcoming everyone present. Individual introductions were made around the room.

Adoption of Agenda: The Chair called for a motion to adopt the agenda.

Motion: Cherese Jenks

Second: Rayna Amoreno

All in favor say Aye: 11

All against say Nay: 0

The Ayes have it, agenda is adopted

Closed Meeting: Personnel Matter

Pursuant to the Exemptions from Open Meetings Allowed by Section 2.2 – 37 of the *Code of Virginia*, 1950, as Amended, for the following purposes: Personnel Matters

The Chair will entertain a motion to recess into closed session pursuant to the exemption from open meetings allowed by Section 2.2-3711(A)(3) of the Code of Virginia, 1950, as amended, for the following purposes:

PERSONNEL MATTERS: Discussion, consideration of, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees pursuant to Section 2.2-3711(A)(1), **namely: for discussion of the qualifications of candidates for appointment to the Special Education Advisory Committee.**

Motion: Joanna Bryant

Second: Cherese Jenks

Aye: 11

Nay: 0

The Ayes have it, now in closed session

Special Education Advisory Committee
Virginia Beach City Public Schools
Approved SEAC Minutes – April 16, 2012

Non-voting members/consultants and guests were asked to vacate the room as the committee entered a closed session meeting.

Motion: Cherese Jenks

Second: Cheryl Ward

Aye: 11

Nay: 0

The Ayes have it, out of closed session

Kami Lannetti, City Attorney read the Certificate of Closed Session

CERTIFICATE OF CLOSED SESSION

WHEREAS, the Special Education Advisory Committee has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by this Committee that such closed session was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED, that the Special Education Advisory Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed session to which this certification applies, and (ii) only such public business matters as were identified in the Motion convening the closed session were heard, discussed, or considered.

AYES: 11

NAYS: 0

Sandy Hermann, Chairperson
Special Education Advisory Committee

Public Comment

Sherry Tiaba - Public comment was made informing the SEAC of a family (with language barrier) whose daughter attends an elementary school and was experiencing a chafing problem and complaining of being hungry after school.

<u>Announcements</u>	Sandy Hermann announced... <ul style="list-style-type: none">▪ The 7th Annual One Mile Run Walk to be held on Saturday, June 16, 2012 at Town Point Park, in Norfolk. A brochure was sent around the room.▪ A brochure on the Hampton Roads Planning District Regional Medical
-----------------------------	--

Special Education Advisory Committee
Virginia Beach City Public Schools
 Approved SEAC Minutes – April 16, 2012

<p><u>Announcements</u> Cont'd</p>	<p>Needs Registry was sent around to committee members to address emergency preparedness.</p> <p>JoAnna Bryant announced...</p> <ul style="list-style-type: none"> ▪ Kohl's Cares Family Forum (Putting Autism in Perspective) free program on children's health and wellness. Guest speaker Minalee Saks. ▪ Friday, April 20, at 9:00 – 2:00 p.m. Autism Training and Network Fest to be held in Williamsburg, VA. See flyer for more information. ▪ Parent Educational Advocacy training Center present a three-hour workshop of explaining conflict resolution in SPED, scheduled for Thursday, May 24, 2012 at 6300 E Virginia Blvd. <p>Suzie Kumpf announced...</p> <ul style="list-style-type: none"> ▪ a 10% discount being offered to teachers at Barnes and Nobles <p>Dr. Reid announced....</p> <ul style="list-style-type: none"> ▪ the 2011-12 SPED Parent Involvement Survey which started November 1, 2011 thru June 30, 2012. She encouraged everyone to spread the word to enable more parents' involvement in completing the survey. ▪ Wednesday, April 25, 2012, at 9:30 – 11:00 a.m., Exceptional Family Members Support Group will be meeting at the Meyera E. Oberndort Central Library. ▪ Say Yes to College, begins May 22- 24, 2012 at the Old Dominion University, in Norfolk. Contact Joan Ervin jeryin@odu.edu or Dale Pennell dppenn@wm.edu to register. For more information please see PSIC report, or contact Dr. Brenda Reid at 263-2066.
<p><u>Correspondence</u></p>	<p>No correspondence received.</p>

Reports

<p>Dr. Daisy Wood, OPEC</p>	<p>Dr. Wood informed the committee of ... 1) Annual Plan, Funding Application Completion and Presentation and 2) the SPED Personnel Zone List. She spoke in length about the Excess Cost Calculation which is to be submitted to the School Board within a few days. To address the SEAC concerns, Dr. Wood is currently working with Paul Raskopf, VDOE, in preparing the Excess Cost Calculation.</p>
<p>Melissa Barnett VBDHS</p>	<p>No report or activity reported.</p>

Special Education Advisory Committee
Virginia Beach City Public Schools
 Approved SEAC Minutes – April 16, 2012

Cheryl Ward Independence Center	Based on the closing of the institutions an injunction was filed to the US District Court keep them open and the Judge requested public comments.
Dept. Parks and Rec. Carolyn Stark	Ms. Starks gave a brief power-point presentation on their first social gathering, which was also open to the public. The presentation was enjoyed by everyone.
Parent Support and Information Center Dr. Brenda Reid	Dr. Reid distributed her report for past month activities. For more information please contact Dr. Reid at 263-2066 or by email Brenda.Reid@vbschools.com .
Dept. of Rehab. (DRS)	No report or activity reported.
SECEP Joint Board Meeting Rusty Fairheart	No activity reported, however SECEP will be presenting “name change” to the Board.
Jennifer Stratton C&I	No report/ activity reported.

SEAC Standing Subcommittees

Membership Subcommittee Chair: Kara Russell	The committee met on March 14, in the Parent Resource and Information Center. Review of Membership application and Letter of Intent for SEAC membership request from Sherry Tiaba. The Subcommittee determined that Ms. Tiaba met the requirements for membership on SEAC based on the SEAC by-laws and will recommend vote by SEAC for potential membership. Notification letters were sent to members with two or more absences. Kara moved for a motion to reenact the Ad-hoc Bylaws Subcommittee; the motion was carried and all were in favor. Kara read the Bylaws that relates to membership duties and SEAC attendance and asked the Ad-hoc Subcommittee to consider the Membership Subcommittee’s recommendations.
--	---

Policy Review Subcommittee Chair: Sandy Hermann	Sandy Hermann indicated that the SEAC would make Public Comment on the Annual Plan per Policy Review Subcommittee recommendations previously discussed and SEAC approval. She indicated it would be ideal to have Paul Raskopf attend the upcoming School Board meeting in May to explain the ECC formula to the School Board and audience, if not resolved.
--	--

SEAC Ad Hoc Subcommittees:

SEAC Effectiveness Chair: JoAnna	The committee met on March 24, 2012 and agreed that all forms needed to be updated with current membership information in sidebar. The following lists
---	--

Special Education Advisory Committee
Virginia Beach City Public Schools
 Approved SEAC Minutes – April 16, 2012

Bryant	<p>were reviewed and recommend revision. <i>(SEAC Guest Welcome and Guidelines, SEAC Guest Agenda and Information, SEAC comment and Suggestion Form, Public Comment Letter, SEAC Letter of Introduction, SEAC Member Job Description)</i>. Subcommittee Meeting Minutes for EC 100 was a new form recommended for adoption.</p> <p>The following were recommended to include numbers, dates, footer to indicate last date reviewed and /or updated. <i>(Subcommittee Meeting Minutes EC 100, SEAC Guest Welcome and Guideline EC 101 Front, SEAC Guest Agenda and Information EC 101 Back, SEAC Comments and Suggestion form, EC 102 Front, Public Comment Letter EC 102 Back, SEAC Letter of Introduction EC 103, SEAC Member Job Description)</i></p> <p>Recommend membership packet to include: <i>(EC 101 SEAC Guest Agenda and Information, EC 103 SEAC Letter of Introduction, EC 104 Member Job Description, SEAC Brochure, SEAC Bylaws)</i></p> <p>The committee also recommended current bylaws be placed in PDF locked format for distribution to avoid any unauthorized changed version from being circulated. Due to public comment at March’s meeting, we reviewed process to date for latest membership request. No irregularities or delays were found, process identified in bylaws has been followed accordingly. Joanna Bryant moved to recommend adoption of the changes to the effectiveness sub-committee, all were in favor.</p>
Minority Review Cheryl Ward	No report/activity reported.
Disability Awareness Subcommittee Cherese Jenks	Ms. Jenks attempts were unsuccessful in getting any feedback from the VA Beach PTA Chair. Kathie Snow gave the ok to move forward with People First Language competition and accepted the request to be the final judge.
Annual Report Subcommittee	No report/activity reported.
Nominating Subcommittee, Carolyn Stark	Single Slate- No response received from anyone.
Transportation Subcommittee Carolyn Stark	No report/activity reported.
Inclusion Subcommittee Rayna Amoreno	Rayna received information from Ms. Jordan; the information is a lengthy one and currently in process. Email will be sent to all SEAC members via email.

SEAC Representatives

Special Education Advisory Committee
Virginia Beach City Public Schools
 Approved SEAC Minutes – April 16, 2012

VBCPS Transition Advisory Committee Meeting (JoAnna Bryant/Kara Russell)	No report/activity reported
SECEP Joint Board Meeting Rusty Fairheart	Meeting scheduled for May 23, 2012.

School Board Representative	No report/activity reported
------------------------------------	-----------------------------

OLD Business

Companion Service Animal Policy Update

- The policy has been revised to comply with new VDOE Guidelines. All of the problems that the SEAC had with ADA compliance were rectified within Virginia Beach Regulation 7-57.1

Response to Inclusion Subcommittee - OPEC

- Allison will clarify response during meeting with Inclusion Subcommittee.

Complaint/Audit DOE Report

- OPEC has not yet presented to the School Board and will present to SEAC thereafter.

District Management Council of Boston Report

- OPEC has not yet presented to the School Board and will present to SEAC thereafter.

New Business

SEAC Membership Vote: The Chair called for a vote to present Sherry Tiaba’s membership request to the School Board.

Aye: 0

Nay: 11

The Nays have it, a unanimous vote not to present Sherry Tiaba’s membership request to the School Board.

School Board Public Comment – Policy Review Subcommittee, already covered

Single Slate of Officers - Sandy Hermann encouraged committee members not to select an individual to serve in any capacity without contacting the individual, and to ensure whoever is selected is dedicated to serve on the Board.

Other Business - None

Special Education Advisory Committee
Virginia Beach City Public Schools
Approved SEAC Minutes – April 16, 2012

Review of Public Comment

The SEAC determined that no action could be taken on the verbal comments regarding a situation Ms. Tiaba heard about at an elementary school. No written public comment was provided to SEAC by Ms. Tiaba nor the parties involved. Dr. Wood indicated that she would contact the administration at the school to inquire about the issue Ms. Tiaba brought to the committee's attention.

Approve Minutes: Motion to approve December and January minutes.

Motion: Cheryl Ward

Second: Ping Camano

Aye: 11

Nay: 0

The Ayes have it, December and January minutes are approved.

Adjourn Meeting: Chair called for a motion to adjourn the meeting.

Motion: Cheryl Ward

Second: Kara Russell

Aye: 11

Nay: 0

The Ayes have it, meeting was adjourned at 11:00 AM.

Next SEAC Meeting: May 14, 2012 ■ 9:00 a.m. at the Special Education Annex, Room 25