

**Special Education Advisory Committee  
Virginia Beach City Public Schools  
SEAC Minutes – April 8, 2013**

**Attendance**

Members Present :	Rayna Amoreno, Carol Brubaker, Ping Camano, Sandy Hermann, Cheryl Ward,
Members Absent:	Melissa Barnett (DHS), Donna Robel
Consultants Present:	Rusty Fairheart-SECEP, Allison Jordan, Eileen Ouellette
Consultants Absent:	Suzie Kumpf, Brenda Lenhart, Daisy Wood
Guests:	Veronica Ellis, Yolanda Jones-Howell, Todd Humphrey, Donald King, Michelle Redmond, Rod Curry, Carolyn Cox
Quorum Present:	Yes

**Welcome:**

Chairperson Hermann convened the meeting at 9:10 AM.

**Introductions:** Individual introductions were made around the room.

**Adoption of Agenda:** The Chair called for a motion to adopt the agenda **Motion:** Carol Brubaker - **Seconded** Cheryl Ward. Ayes 5, Nays 0. The agenda was adopted.

**Public Comment**

One public comment was read by a parent, Michelle Redmond, in reference to her son. Parent expressed concerns about her son’s IEP not being met, and wants to know what is the next step.

<b><u>Announcements</u></b>	The Parent Support and Information Center is hosting a workshop for parents on OT/PT tips. The workshop is scheduled for May 2, 2013 from 6:00 – 7:00 p.m., at the Laskin Road Annex.
<b><u>Correspondence</u></b>	The Chair indicated that Carolyn Weems, School Board Member, is trying to attend SEAC meeting today, if able.

**Reports**

<b>Dr. Daisy Wood / Allison Jordan OPEC</b>	<ul style="list-style-type: none"> <li>• The VBCPS Special Education Annual Plan will be presented to the School Board, tomorrow, Tuesday, April 9, 2013. The Annual Plan was reviewed by the Policy Review subcommittee and recommended for approval by SEAC.</li> <li>• Extended School Year (ESY) flyer is in the process of distribution to each school. SEAC members will also receive a copy for their files.</li> </ul>
<b>Melissa Barnett VBDHS</b>	Ms. Barnett sent an email to all members indicating she is trying to get information or statistics on how many students in high school or young adults in Virginia Beach who will be graduating from Virginia Beach City Public Schools with an ID diagnosis and/or who have an autism spectrum diagnosis. She also stated, if anyone has the information and could share it, it would be greatly appreciated. She is also interested in the numbers of student who will be graduating from the SECEP program and individuals with an ID and Autism diagnosis.

<p><b>Cheryl Ward Endeppence Center</b></p>	<p>April is Autism Awareness Month---VBOE approved changes to standard diploma. FAQ from VDOE was sent to SEAC members. Some changes to local policy will be allowable under this policy. Redesign of report cards for schools and school divisions Survey:  <a href="https://survey.qualtrics.com/SE/?SID=SV_1NwS0NSbsPVTLmd">https://survey.qualtrics.com/SE/?SID=SV_1NwS0NSbsPVTLmd</a>  Governor McDonnell’s ALL STUDENTS Initiative  <a href="http://www.doe.virginia.gov/news/news_releases/2013/mar22_gov.shtml">http://www.doe.virginia.gov/news/news_releases/2013/mar22_gov.shtml</a></p>
<p><b>Dept. Parks &amp; Rec. Carolyn Cox</b></p>	<p>Carolyn Cox reported that summer camp registration has occurred and they are full with waitlist. She reported there are still garden classes with openings. Parks and Recreation has hired a new recreational therapist, Jessie Camp, and they are currently interviewing and hiring summer employees. June 4<sup>th</sup> at 6pm is registration opening and it will be available online for the first time for summer Around Town and fall swing classes. Surf camp dates are July 20<sup>th</sup> and August 3<sup>rd</sup> and available for all abilities, including wheelchair accessible. Registration for surf camp is also June 4<sup>th</sup>. Ms. Cox agreed to send information out to members regarding her report.</p>
<p><b>Parent Support and Information Center Brenda Lenhart. &amp; Eileen Ouellette</b></p>	<p>A report was distributed to all members. The spring issue of the Dialogue is currently being reviewed and should be out for distribution in mid-May. For more information please contact Brenda Lenhart or Eileen Ouellette in the Parent Support and Information Center at 263-2066., or email <a href="mailto:Brenda.Lenhart@vbschools.com">Brenda.Lenhart@vbschools.com</a> / <a href="mailto:Eileen.Ouellette@vbschools.com">Eileen.Ouellette@vbschools.com</a>.</p>
<p><b>SECEP Joint Board Meeting Rusty Fairheart</b></p>	<ul style="list-style-type: none"> <li>▪ Proposed budget for the 2013-14 school year was presented to the Joint School Board at the March 27, meeting. The proposed budget is about 0.1% larger than the current fiscal year and includes a 2% compensation increase for staff and an 8.3% increase in health insurance premiums for employees. The budget has 8 fewer positions and is projected to serve 32 fewer students than the current school year. The budget will be formally adopted at its next Joint School Board meeting scheduled for May 29, 2013.</li> <li>▪ Dr. Patty Hawkins has been recognized as the recipient of the WHRO/Dominion Power Community Impact Award Winner in the area of Regionalism. She will be recognized at a luncheon on Thursday, May 16, 2013.</li> </ul> <p>The ASP/EBICS Prom will be held Saturday, May 4, 2013 from 6:00-9:00pm at Community United Methodist church in Virginia Beach. The prom is open to any student age 17 and older currently participating in our ASP or EBICS program.</p>
<p><b>Membership Subcommittee Chair: Reyna Amoreno</b></p>	<p>Membership packets for Carolyn Cox, Kara Russell and Cherese Jenks were submitted to the School Board for membership renewal. Chairperson Hermann expressed concerns for soliciting new members to the committee. Yolanda Jones-Howell suggested her department would post a press release on the web site. Eileen Ouellette also suggested making a notification in the <i>PSIC Dialogue</i>.</p>

**SEAC Standing Subcommittees**

<p><b>Policy Review Subcommittee Chair: Sandy Hermann</b></p>	<p>Policy Review Subcommittee met and reviewed the Annual Plan. No concerns were identified in relation to state or federal regulation compliance. Per review, subcommittee identified that VDOE had greatly scaled down information requested from division for Annual Plan and recommended approval. Cheryl Ward, Policy Review Subcommittee Representative, <b>moved</b> for submission of Annual Plan to the School Board with request for approval. Chair called for vote: Ayes 5, Nays 0. Motion Carries and Annual Plan will be submitted to the School Board with recommendation from SEAC for approval.</p>
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**SEAC Ad-Hoc Subcommittees:**

<b>Ad-Hoc Effectiveness Chair:</b>	No report or activity reported. Chairperson Hermann asked any person interested in serving as Chair of Subcommittee to let her know.
<b>Ad-Hoc Student Performance Review Subcommittee: Cheryl Ward</b>	No report or activity reported.
<b>Ad-hoc Disability Awareness Subcommittee:</b>	No report or activity reported.
<b>Ad-hoc Bylaws Subcommittee: Cheryl Ward</b>	Currently no action, pending feed-back from the attorney. Carol Brubaker volunteered to serve on the committee.
<b>Ad-hoc Report and Recommendation Subcommittee: Rayna Amoreno</b>	Report and Recommendations will not go before the School Board as previously planned per the School Board's agenda availability; a new date for June 4, 2013, at 6:00 PM has been set. Chairperson Hermann encouraged all members to be in attendance.
<b>Ad-hoc Transportation Subcommittee</b>	Carolyn Cox reported that the Transportation Subcommittee recommendations will be presented to the School Board on June 4, 2013.
<b>Inclusion Subcommittee: Rayna Amoreno</b>	Rayna Amoreno made a <b>motion</b> to disband the Inclusion Subcommittee, as the work that was assigned has been completed. Cheryl Ward <b>seconded</b> motion. Vote called: Ayes 5, Nays 0. Motion carries. The Committee agreed to disband the Inclusion subcommittee effective immediately.
<b>Bullying and Anti-Harassment Policy Subcommittee</b>	Since there is an existing committee serving within the school division, Chairperson Hermann wanted to know if a member from the SEAC could serve on the committee. Allison Jordan will follow-up on the request and get back with the committee.
<b>SECEP Joint Board Meeting</b>	The budget was presented on March 27, 2013. The next meeting is scheduled for May 29, 2013.

**SEAC Representatives**

<b>VBCPS Transition Connection Committee Meeting</b>	No report or activity reported.
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**SECEP Joint Board Meeting**

<b>School Board Representative</b>	No report presented
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**Old Business** – SEAC Slate of Officers: Nominating Subcommittee met on March 21, 2013 to solicit candidates for SEAC officers. Nominations were based on input of committee members. All nominees were contacted to ensure acceptance of nomination and ability to serve, if selected. Slate of Officers as presented by

Nominating Subcommittee is as follows:

Chair: Rayna Amoreno  
Vice-Chair: Sandra Hermann  
Secretary: Cheryl Ward

Chair called for additional nominations. Hearing none, election will take place at May meeting with final call for nominations prior to election.

Ping Camano made a **motion** to disband the nominating committee, Carol Brubaker **seconded**, as the subcommittee has completed their assignment. Ayes 5, Nays 0. Motion carries, the subcommittee has been disbanded.

Community Resource Fair Questionnaire Results: No report provided as yet

### New Business

VCU Autism center for Excellence: In April 2012, the Virginia General Assembly passed House Bill 325 which requires that by September 2014, paraprofessionals who are assigned to work with a teacher who has primary oversight of students with autism spectrum disorders (ASD) receive training in student behavioral management within 60 days of assignment to such responsibility. In January 2013, the Virginia Board of Education passed the training standards related to this bill. The document entitled **Training Standards for Paraprofessionals Assigned to Work with a Teacher Who Has Primary Oversight of Students with Autism Spectrum Disorders** is now available through the Virginia Department of Education and is also on the **VCU-ACE website**.

These training standards were developed in collaboration with VCU-ACE and feedback was obtained from stakeholders throughout the Commonwealth. Because behavior management is complex, competencies to be demonstrated include those beyond basic fundamentals of behavior, and include principles and strategies to reduce interfering behavior, build positive skills, enhance communication, and deliver individualized instruction. Schools divisions may meet these standards through a variety of training methods, including school district developed training. VCU-ACE provides training, which meets these standards, through an **online course** and in limited live training opportunities. Guidelines for paraprofessional training are currently being developed by the VA Department of Education and will be available soon. Chairperson Hermann encouraged members to visit the VCU website on a regular basis.

Allison Jordan indicated that Virginia Beach City Public Schools is initiating some hybrid-training and is tentatively looking at twelve hours and/or 2 full days of training. The training is inclusive of all paraprofessionals.

Cheryl Ward made a **motion** recommending that all Special Education bus assistants receive the mandatory student behavioral management training, Rayna Amoreno **seconded**, 5 Ayes 0 Nays, motion carries.

Cheryl Ward made another **motion** recommending all Special Education bus drivers be trained with the same level of training as the assistants, Rayna Amoreno **seconded**, 5 Ayes 0 Nays, motion carries

- SEAC Schedule of Meetings: The Chair asked to get input from members regarding:
  - a. changes to eliminate 1 or 2 monthly meeting for the year
  - b. switching October 14 meeting to October 7

- c. changes to November 11 meeting date
- d. a possibility to change coffee and chat meeting

One member suggested including all changes in the bylaws after confirmation; it was also suggested, **not** to hold a meeting after the SEAC Fair. The chair still wants to keep the monthly room reservations in event of some pressing issues or sub-committee meetings. Committee members were asked to ponder these suggestions and finalize at next SEAC meeting.

- Proposed Guidelines for Standard Diploma Credit Accommodation for Student with Disabilities: See distribution for details.

**Other Business - None**

**Review of Public Comment**

- Current Public Comment - Allison Jordan agreed to meet with Ms. Redmond to address her concerns.

**Reading and Approval of Minutes**

- Rayna Amoreno made a **motion** to approve February's minutes with no correction(s), **seconded** by Cheryl Ward 5 Ayes -0 Nays. Motion carries, minutes are approved.

**Adjournment:** There being no further business before the committee, Cheryl Ward made a **motion** to adjourn the meeting, **seconded** by Carol Brubaker Ayes 5, Nays 0. The meeting was adjourned at 11:30 a.m. by Sandy Hermann.

Next SEAC Meeting: May13, 2013 ■ 9:00 a.m. at Laskin Road Annex ■ Room 25