

Special Education Advisory Committee
Virginia Beach City Public Schools
 SEAC Approved Minutes – June 11, 2012

Attendance

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| Members Present : | Rayna Amoreno, JoAnna Bryant, Ping Camano, Deborah Dougherty, Sandy Hermann, Cheresse Jenks, Elizabeth Jones, Kara Russell, Carolyn Stark, Cheryl Ward |
| Members Absent: | Rod Curry, Bertina Gasluns, Maureen Gibson, (DRS), Donna Robel, |
| Consultants Present: | Allison Jordan, Suzie Kumpf, Dr. Brenda Reid, |
| Consultants Absent: | Rusty Fairheart-SECEP, Dr. Daisy Wood |
| Guests: | Carol Brubaker, Peaches Ellis, Karen Hopkins, Crystal Sahr, Tracie Thomas, Sherry Tiaba |
| Quorum Present: | Yes |

Welcome/Introductions:

Chairperson Hermann convened the meeting at 9:03 AM. Individual introductions were made around the room.

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

Motion: Cheresse Jenks

Seconded by: Cheryl Ward

Aye: 10

Nay: 0

The 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 break 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(A0(1), **namely: for discussion of the qualifications of candidates for appointment to the Special Education Advisory committee.**

Motion: Cheryl Ward

Seconded: Ping Camano

Aye: 10

Nay: 0

The committee will now go into closed session.

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

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The committee reconvened into open session. Sandy Hermann 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: 10

NAYS: 0

Sandy Hermann

Sandy Hermann, Chairperson
Special Education Advisory Committee

Public Comment

There were three public comments made:

1. Crystal Sahr informed the committee of a recent incident which involved her son; as a result he suffered a broken nose. Parent indicated the school did not inform her about her son’s incident. Upon her visit to the school to discuss the matter with the school’s principal, she was disheartened that he showed very little sympathy.
2. Sherry Tiaba expressed concerns that the new IEP program does not have measurements for goals. She indicated that the location for End of School Year (ESY) for her child is at the Renaissance Academy. She also read a letter to the committee that she had written to the School Board.
3. Tracie Thomas expressed her concerns about the new IEP program and, indicating that there were no measurements for the goals to identify student progress.

Chairperson Hermann reiterated the importance of providing written public comments and requested all public comments made today be provided in writing to ensure accuracy.

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| <u>Announcements</u> | <p>Dr. Brenda Reid announced - Thursday, June 14, 2012, the PSIC will be hosting an awareness day to encourage parents to participate in the survey. Also, to inform parents of the services available to them through the center.</p> <p>Cheryl Ward – distributed two flyers to committee members</p> <ul style="list-style-type: none">• Virginia-Wide Directory Forming for Consumer-Directed Assistants see flyer;• Job or Career-It’s Up to You (material on free workshops). The flyer gives information on becoming a consumer-directed assistant. Workshops are sponsored by the <i>Virginia Board for People with Disabilities</i>. See flyer for more |
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| | <p>information.</p> <p>Chairperson Hermann informed the committee that the State ARC of VA will be hosting the statewide ARC conference on August 9 – 11, 2012 in Virginia Beach.</p> |
| <u>Correspondence</u> | <p>Vice-Chair Kara Russell received:</p> <ul style="list-style-type: none"> • Three letters and applications on membership from: <ul style="list-style-type: none"> • DHS – Melissa Barnett • Carol Brubaker; and • Sherry Tiaba |

Reports

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| Dr. Daisy Wood / Allison Jordan OPEC | <p>In the absence of Dr. Wood, Allison informed the committee of the workshop they both presented to the School Board at its last meeting. Allison shared the power point presentation to the committee. Workshop can be accessed through School Board archives. Some of the topics discussed:</p> <ul style="list-style-type: none"> • Comparative analysis – percentage of student served by disability • December 1 count • Reorganization on the zones • Evaluation and eligibility under IDEA • Exclusive factor <p>She also clarified the two areas the State outlined that the division was noncompliance.</p> |
| Melissa Barnett VBDHS | No report or activity reported. |
| Cheryl Ward Endeppence Center | The Department of Justice has not yet settled the points of clarification; A decision will be made soon. The state of Virginia ranks forty-seven out of 50 in services provided to individual's with disabilities, per the State of the State report. |
| Dept. Parks and Rec. Carolyn Stark | June 18, 2012 is the start of summer camp. For more information, please contact Carolyn Stark. |
| Parent Support and Information Center Dr. Brenda Reid | Dr. Reid distributed her report for past month activities. Please contact Dr. Reid at 263-2066 or by email Brenda.Reid@vbschools.com for further information and for upcoming events. |
| Dept. of Rehab. (DRS) | No report or activity reported. |
| SECEP Joint Board Meeting Rusty Fairheart | In the absence of Rusty Fairheart, Carolyn Stark notified the committee of the new name change for the Autistic Children's Program (ACP) to the "Autism Spectrum Program" (ASP) to utilize People First Language. |

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| Membership Subcommittee Chair: Kara Russell | Three letters were received for membership from: 1. DHS- Melissa Barnett 2. Carol Bruebaker 3. Sherry Tiaba |
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SEAC Standing Subcommittees

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| Policy Review Subcommittee Chair: Sandy Hermann | No report or activity reported. |
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SEAC Ad Hoc Subcommittees:

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| SEAC Effectiveness Chair: JoAnna Bryant | JoAnna informed the Committee that binders were given to all new members. |
| Minority Review Cheryl Ward | No report/activity reported. |
| Disability Awareness Subcommittee Cherese Jenks Disability Awareness Subcommittee Cont'd. | Committee met and revised the theme around “ <i>People First Language</i> ” (PFL), All activities will be focused on PFL. Kathy Snow reviewed the forms and gave her feedback. Twenty-five book marks will be given to each winning school library in an effort to promote PFL. Rayna Amoreno motioned to move discussion to other business, Ping Camano seconded. Motion carried to move Disability Awareness to other business. 10 Ayes, 0 nays. Disability Awareness was moved to other business. |
| Bylaws subcommittee Cheryl Ward | A page from the bylaws was handed-out to each committee member with proposed changes, (pages 5), were as follows: A. <i>Minutes must contain members present, members excused and members absent and also all motions acted upon</i> was added. B. In a regular and timely manner strike out C. Conduct any necessary correspondence for the SEAC strike out; and was replaced with: <i>Perform correspondence duties when requested</i> (Page 6) changes <ul style="list-style-type: none"> • Bullet # 2...the middle of the sentence for was strike out and replaced with <i>regarding</i> • Bullet # 3 Recruit and nominate members to serve as officers; and was strike out, no replacement • Bullet # 4 ...within 15 days was strike out, no replacement. Committee agreed, after school attorney reviews the proposed changes they will proceed in voting for adopting changes. |
| Annual Report Subcommittee | <u>No</u> meeting will be called during the summer months. |

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| Transportation Subcommittee Carolyn Stark | No report/activity reported. |
| Inclusion Subcommittee Rayna Amorena | No report/activity reported. |

SEAC Representatives

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| VBCPS Transition Advisory Committee Meeting (JoAnna Bryant/Kara Russell) | No report/activity reported. |
| SECEP Joint Board Meeting Carolyn Stark | Budget was provided for the next school year. Information will be brought to the next meeting for review. Four students graduated this year. A new middle and high school will be added this coming year. The spring flower sale was a success. |

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| School Board Representative | Rayna and Carolyn attended the past School Board meeting. Discussion was mainly on electronic devices (cell phones) and was passed for elementary school. |
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OLD Business

- Federal Monitoring Report Presentation – The Office of Programs for Exceptional Children (OPEC) presented the “*Corrective Action Plan*” to the School Board at its June meeting.
- District Management Council of Boston report was also presented to the School Board at its June meeting.

New Business - SEAC Membership Vote:

Kara read the letter of intent from DHS (Melissa Barnet). Ms. Brubaker and Ms. Tiaba also read their letter of intend to the committee. After all letters were read, the committee discussed each member’s SEAC membership request and voted accordingly.

DHS Membership: The subcommittee met and discussed DHS membership in June. A letter was sent to DHS informing them of their membership term and SEAC absence policy; following a telephone conversation by Kara. They responded and expressed an interest to continue with their membership.

1. DHS: Ayes 8, Nays 1 – Cherese Jenks – motion carries, DHS membership **will** be presented before the School Board for recommendation of appointment.

Carol Brubaker’s Membership: Committee members expressed how favorable they were with Ms. Bruebaker’s educational background and demographics. Rayna felt that her professional background and experiences, in addition to being the parent of a child receiving special education services, would likely contribute positively to the SEAC. Other members expressed similar comments and felt her letter indicated that the committee may benefit from her experiences. Ms. Brubaker will serve the Lynnhaven area.

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2. Carol Brubaker: Ayes 9, Nays 0 – Motion carries Ms. Bruebaker’s membership request **will** be presented before the School Board for recommendation of appointment.

Sherry Tiaba’s Membership: Committee members were impressed with Mrs. Tiaba’s background and experience. However, there were multiple concerns regarding Ms. Tiaba’s willingness to build consensus with members of SEAC. Rayna indicated concerns regarding collaboration and consensus building, Ping indicated that Mrs. Tiaba’s application packet is certainly impressive; however, she encouraged her continued attendance to further get to know the committee better and understand what it does. Chereese expressed concerns about the lack of spirit of collaboration and respect for process, and other members, including Carolyn, expressed similar concerns regarding collaboration.

3. Sherry Tiaba: Ayes 0, Nays 9 – Motion carries, Mrs. Tiaba’s membership **will not** be presented before the School Board.

New Online IEP Presentation

Rayna made a motion to move the IEP presentation *to the beginning* of August meeting. Joanna seconded, Ayes 9, Nays 0 motion carried, IEP presentation will be addressed in August.

Other Business - Disability Awareness

After a lengthy discussion on *Disability Awareness*, some members felt it would be conducive to submit the packet to all schools now rather than later. Others felt the packet was too much and needed to be scaled back targeting only activities for the month, before sending it to the principals. Chereese agreed to revise the packet. JoAnna made a motion to present the packet to OPEC administration for approval and to forward it to the school’s principal. Cheryl seconded. Ayes 6, Nays 0, Abstentions 2 – Rayna and Sandy, motion carried. The Disability Awareness packet will be sent to OPEC administration.

Review of Public Comment

- Crystal Sahr comments were addressed. The committee felt they could not address Mrs. Sahr concern at the present time as more facts and investigation are needed. Cheryl Ward requested to get a copy of school boundaries. Chairperson Hermann requested a copy of VBCPS policy on “*Bullying and Anti-harassment*” for the upcoming meeting in August. In the meantime, Chairperson Hermann requested Allison Jordan to follow-up on this incident with Ms. Sahr.
- Sherry Tiaba and Tracie Thomas’s case was discussed. In the essence of time, presentation on new online IEP program was postponed from this meeting to the August meeting. Chairperson Hermann requested Allison Jordan to follow up with both parties, as both cases were closely related to IEP program.

Past Month Public Comment - None

Reading and Approval of Minutes – May’s minutes not reviewed.

Adjournment: There being no further business before the committee, Cheryl Ward moved to adjourn the meeting, seconded by Deb Dougherty. Unanimous vote to adjourn. The meeting was adjourned by Sandy Hermann at 11:55 AM.

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