

Special Education Advisory Committee
Virginia Beach City Public Schools
 SEAC Approved Minutes – September 10, 2012

Attendance

Members Present:	Rayna Amoreno, Carol Brubaker, JoAnna Bryant, Sandy Hermann, Cherese Jenks, Donna Robel, Kara Russell, Cheryl Ward, Melissa Barnett, Carolyn Stark
Members Absent:	Deborah Dougherty, Ping Camano
Consultants Present:	Allison Jordan, Rusty Fairheart-SECEP, Suzie Kumpf, Brenda Lenhart, Dr. Daisy Wood
Consultants Absent:	
Guests:	Peaches Ellis, Sherry Tiaba, Yolanda Jones-Howell
Quorum Present:	Yes

Welcome/Introductions:

Chairperson Hermann convened the meeting at 9:05 AM. Individual introductions were made around the room. Ms. Hermann notified the committee that Ms. Camano, Ms. Bryant, and Ms. Robel will be late for the meeting.

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

Motion: Cheryl Ward **Seconded by:** Cherese Jenks **Aye:** 7 **Nay:** 0

The agenda is adopted

Public Comment

One public comment made:

- Ms. Sherry Tiaba requested that public comments be captured verbatim on the agenda, indicated that SEAC public comment policy is not clearly identified at the meetings or on the website, and that she believes that a problem exists with IEP's and date stamps.

<u>Announcements</u>	Sandy Hermann informed the committee about Hugh Green's appointment as the new at-large School Board member until the November special election. She also spoke about the Arc of Virginia's successful conference this year in Virginia Beach.
<u>Correspondence</u>	Sandy Hermann stated that the SEAC has received a resignation letter from Elizabeth Jones, teacher representative. Rayna Amoreno would speak more about this correspondence during her membership report. Vice-Chair, Rayna, received and read correspondence from Ms. Sherry Tiaba regarding membership request.

Reports

<p>Dr. Daisy Wood / Allison Jordan OPEC</p>	<p>Dr. Daisy Wood – reported the correct figure of 78% on Performance Indicator #8 on parent involvement from VDOE. The 67% previously announced was a VDOE error. The updated information is posted on the VDOE website. Dr. Wood also notified the committee that the school year started out well, classes are up and running, and are being monitored. A demographic report will be done to see if more teachers are needed.</p>
<p>Melissa Barnett VBDHS</p>	<p>Currently there are 3 unassigned ID waiver slots available for the City of Virginia Beach. As of June 2012 the waiver waiting list end of month totals are:</p> <p style="text-align: center;">Urgent Status-226, Non-Urgent Status-132,</p> <p style="text-align: right;">Total Urgent and Non-Urgent Status-358</p> <p>Applications are being accepted for afterschool and the adult day support program for individuals diagnosed with ID. Age-range for participants in the afterschool program is 13-22. Adults are being accepted at age 22, a referral from a Case Manager is required for high school graduates. Currently there are ten participants enrolled in the afterschool program and 15 enrolled in the adult day support program. There is no waiting list at this time.</p>
<p>Cheryl Ward Endependence Center</p>	<p>Cheryl distributed a letter from the US Department of Education regarding the Annual Measurable Objectives Goals. A Consumer Directed (CD) personal care directory is available for those seeking employment or looking for a personal care attendant. More information can be obtained by contacting Cheryl Ward.</p>
<p>Dept. Parks and Rec. Carolyn Stark</p>	<p>A dinner and dance is scheduled for Friday, January 18, 2012. It is intended for ages 14 and up at the Kempsville Recreation Center. Fall activities are registering now. There are still openings for some activities including tumble, jump, and roll.</p>
<p>Parent Support and Information Center Brenda Lenhart</p>	<p>Information regarding surrogate parent, back to school tips and information flyers were distributed. Also, a report for past month activities was distributed. Please contact Brenda Lenhart, in the Parent Support and Information Center at 263-2066 or by email Brenda.lenhart@vbschools.com for further information and for upcoming events.</p>
<p>Dept. of Rehab. (DRS)</p>	<p>No report or activity reported.</p>
<p>SECEP Joint Board Meeting Rusty Fairheart</p>	<p>School year opened with a great start, There were a few transportation issues which were resolved. Next SECEP meeting is scheduled for September 26, 2012.</p>
<p>Membership Subcommittee Chair: Reyna Amoreno</p>	<p>Two letters were received: One from Mrs. Elizabeth Jones, notifying the committee of her decision to resign as the teacher representative, due to additional commitments. Allison Jordan will make an announcement to OPEC coordinators to notify their schools that the teacher representative membership is available for those interested. The other letter was from Mrs. Sherry Tiaba, applying for membership to the SEAC committee. Two new members were welcomed to the committee after recent appointment by the School Board, Melissa Barnett for the Department of Human</p>

	Services, and Carol Brubaker, parent representative.
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SEAC Standing Subcommittees

Policy Review Subcommittee Chair: Sandy Hermann	Grading Policy was not mentioned at the last School Board meeting.
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SEAC Ad Hoc Subcommittees:

SEAC Effectiveness Chair: JoAnna Bryant	Flyers for the Meet and Greet and SEAC Community Fair are being revised for printing and distribution. The Meet and Greet is scheduled for October 4, at the Central Library, and the SEAC Community Fair is scheduled for November 5, 2012, at Landstown High School.
Minority Review Cheryl Ward	The subcommittee met on August 13, 2012. Decided on a name change to “Student Performance Review Sub Committee”. The committee goal is to review data related to student performance for identifying problematic areas for students with disabilities and review them quarterly. The committee decided to report on the following: <ul style="list-style-type: none"> ▪ What current special education practices in the division represent excellence and meet (or exceed) best practices in the field? ▪ What areas of special education in the division offer opportunities for improvement of practices, outcomes, and organizational structures? ▪ What areas of performance have been targeted for improvement and how?
Disability Awareness Subcommittee Cherese Jenks	The subcommittee met August 13, 2012. The committee sent an inquiry to Dr. Wood to determine if a request was required each year for a Disability History and Awareness Month (DHAM) proclamation. Dr. Wood indicated the division only supports national agenda items. Sandy Hermann recommended the subcommittee draft a memo to Dr. Wood requesting a proclamation from the School Board with information on the national relevance of DHAM. Motion: Cherese Jenks made a motion on, behalf of the committee to draft a letter to Dr. Wood requesting a DHAM resolution and send to the committee. Seconded by: Cheryl Ward Aye: 9 Nay: 0 The motion carries. The committee also, determined they would like to give public comment to the School Board at the first meeting in October (10/2/12), on behalf of SEAC, in support of DHAM. They requested the SEAC membership be present in support of DHAM during that meeting.

	<p>Motion: Cherese Jenks made a motion on behalf of the committee to give public comment on behalf of SEAC to the School Board at the October 2, 2012 meeting to support the celebration of DHAM. Seconded by: Cheryl Ward Aye: 10 Nay: 0 The motion carries.</p> <p>There was further conversation about the possibility of SEAC being placed on the agenda vs. providing public comment and what actions would be necessary if SEAC was not placed on the agenda. Public comment would be an option under that circumstance.</p> <p>Motion: Rayna Amoreno motioned to proceed with the proclamation and if accepted, request DHAM public comment be moved to an agenda item. Seconded by: Cheryl Ward Aye: 10 Nay: 0 The motion carries.</p>
Bylaws subcommittee Cheryl Ward	Bylaws are currently with the school attorney for review.
Annual Report Subcommittee	No report/activity reported.
Transportation Subcommittee Carolyn Stark	There were staffing changes within the transportation department. There was conversation regarding shoulder straps being used for specialized wheelchairs, including tie-downs. A recommendation that the transportation department receives training on the use of shoulder straps since straps/belts on customized wheelchairs are specifically for positioning and not intended for use as vehicle restraints. Sandy Hermann requested that the subcommittee meet, discuss and clarify the challenges and present those to SEAC for determination on potential recommendations to the division. Cherese Jenks volunteered to send a list of committee members to Ms. Stark.
Inclusion Subcommittee Rayna Amoreno	No report/activity reported.

SEAC Representatives

VBCPS Transition Advisory Committee Meeting (JoAnna Bryant/Kara Russell)	No meeting was held for SEAC members to attend.
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SECEP Joint Board Meeting

School Board Representative Rayna Amoreno	Rayna Amoreno reported that a large amount of material is being reviewed for a presentation to the School Board regarding gifted programs proposals for matriculation and capacity as it pertains to new buildings and program growth. She reported from the past two meetings that it seems apparent that the School Board appreciates the work of its advisory committees
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OLD Business

Synergy Online IEP Update Presentation:

The SEAC meeting will conclude early today because Shirlene Imperial was unable to attend the meeting. Her presentation on the IEP Update will be rescheduled for the next SEAC meeting at 9:15am.

New Business

SEAC Membership Vote:

To move the membership request of Sherry Tiaba forward to the School Board.

Aye: 0 Nay: 9 Abstention: 1, Melissa Barnett

Motion does not pass; Mrs. Tiaba's membership request will not be moved forward to the School Board.

Bullying and Anti-Harassment Policies:

- Mrs. Jenks previously provided information that the VDOE is in the process of developing model policy and sound procedures. This was at the request of the 2011 General Assembly based on findings in the 2011 Legislative Study. She provided SEAC membership with links to this information following the August SEAC meeting.
- In reviewing all public comment on the topic of bullying/harassment Sandy Hermann felt there were global concerns for SEAC to consider. She recommended creating an ADHOC subcommittee on bullying and anti-harassment.

Motion: Rayna Amoreno motioned to create a Bullying and Anti-Harassment Policy ADHOC Subcommittee.

Seconded by: Cheresse Jenks **Aye: 10 Nay: 0**

The motion carries.

Sandy Hermann asked for volunteers for this subcommittee. Cheresse Jenks, Suzi Kumpf, Carol Brubaker and Rayna Amoreno volunteer for this subcommittee. Cheresse Jenks offered to become the Chair. Sandy Hermann asked for additional volunteers and if anyone was in opposition. With no additional volunteers or opposition Cheresse is assigned to Chair this subcommittee.

Other Business - None

Review of Public Comment

Current Public Comment

- The committee agreed that meeting minutes are in draft form until finalized and even upon approval are only a summary of what was discussed and not intended to be verbatim.
- Chairperson Hermann reiterated again, the importance of providing written public comments. Again, she requested all public comments be provided in writing, at the time of providing the comment, to ensure accuracy.
- Shirlene Imperial was not in attendance to answer questions relating to IEP date stamp. The committee agreed this can be discussed during the presentation at the next meeting.

Past Month Public Comment

- Cheresse Jenks informed the committee that she met with Allison Jordan and the Special Education Coordinator regarding the portion of her public comment that was of an individual nature. Mrs. Jenks reported being satisfied with the resolution. An ADHOC Subcommittee

was formed on Bullying and Anti-Harassment Policies which will take into consideration the global concerns on bullying presented in past public comment.

- No further action was necessary in reference to Sherry Tiaba's past public comments.

Reading and Approval of Minutes

Motion: Cherese Jenks motioned to approve August minutes with corrections.

Seconded by: Carol Brubaker **Aye:** 10 **Nay:** 0

August's minutes were approved with corrections.

Adjournment: There being no further business before the committee, Sandy Hermann moved to adjourn the meeting, **Seconded by** Cherese Jenks. **Aye:**11 **Nay:** 0 The meeting was adjourned by Sandy Hermann at 10:58 AM.

Next SEAC Meeting: October 8, 2012 ■ 9:00 a.m. at the Special Education Annex, Room 25