

**Special Education Advisory Committee  
Virginia Beach City Public Schools  
SEAC Minutes – September 12, 2016**

**Attendance:**

<b>Members Present :</b>	Carol Brubaker, Sandy Hermann, Carol Koceja, Donna Robel, Cheryl Ward, Lee Woodard
<b>Members Absent:</b>	Christy Blount, Ping Camano, Michelle Redmond
<b>Consultants Present:</b>	Veleka Gatling, Eileen Ouellette, David Sadler
<b>Consultants Absent:</b>	Suzie Kumpf
<b>Guests:</b>	Anne Zettlemyer, Vicky Manning, Lori Shedlock, David Sadler, Sharon Gardner, Shirlene Imperial, Marissa Adcock, Jill Robinson, Jane DeBord, Wilma White, Roni Myers-Daub, Joyce McDowell, Samaria Joyner, Jennifer Stratton, Tabitha Reeves, Maria Neidrick, Susan Burke
<b>Quorum Present:</b>	Yes

**Welcome:**

Meeting was called to order by Chairperson Donna Robel at 9:10am. At this time Ms. Robel gave an overview of the purpose of SEAC.

**Adoption of Agenda:** Motion made by Carol Brubaker to accept the agenda, Lee Woodard seconded the motion and the vote was six to accept, no opposed, no abstentions.

**Public Comment:**

One public comment was made via email by a parent of a student with dyslexia. The comment was in regard to lack of specialized reading curricula made available to students with Dyslexia, lack of specialized reading programs and curriculum and phonic programs that specifically address decoding skills in an explicit and systematic manner, failure to recognize, understand, and respond to the needs of students with dyslexia, Specific Learning Disability, failure to consider recommendations from International Dyslexia Association, Yale Institute of Dyslexia, American Psychological Association, and National Center for Learning Disabilities on creating appropriate instructions for dyslexic children in the district and relying on IQ/Achievement discrepancy model as the sole basis for identifying reading disorders in young children despite the fact that it precludes early identification, and IQ is not necessarily a predictor of successful reading, as well as the fact that discrepancy model promotes a wait and fail policy forcing delayed intervention.

**Announcements:** Donna Robel announced the upcoming Step Up For Down Syndrome that will take place on Saturday, October 8<sup>th</sup> at Mount Trashmore in Virginia Beach. Donna Robel reminded everyone that there is still time to complete the survey cards that were distributed by Virginia Beach schools and she gave the survey monkey address. She also announced the Special Education PTA will hold their first meeting of the year on Monday night, October 3<sup>rd</sup>.

**Correspondence:** Public comment was submitted via email.

**Reading and Approval of Minutes:** Motion was made by Sandy Hermann and seconded by Carol Brubaker to accept minutes from the June meeting as written. Six members voted to approve, no nays and no abstentions. Motion was made by Sandy Hermann and seconded by Lee Woodard to approve the August 29<sup>th</sup> meeting minutes with one correction noted. Six members voted to approve and there were no nays or abstentions.

**Reports:**

<b>Dr. Veleka Gatling OPEC</b>	Dr. Gatling distributed a handout with the names and assignments of the OPEC coordinators. She informed the committee of attendance at the NAS Oceana Air Show. She discussed the Performance Indicators results and stated that there is a Corrective Action Plan for #4 regarding discipline issues. She informed committee that several other indicators will dictate some action take place. Dr. Gatling will report the results of the audit to the school board on 9/20/16, SEAC members are welcome to attend. If committee members have any questions regarding the audit, they can send the questions to Dr. Gatling.
<b>Eileen Ouellette Parent Support and Information Center</b>	Report was sent out electronically. A discussion took place regarding Virginia Beach school policy for students who need toileting assistance in school. Individual situations can dictate which school staff will be involved in providing assistance to the student.
<b>David Sadler SECEP</b>	Mr. Sadler informed the committee on staff changes at SECEP. Mr. Sadler is now acting as the interim executive director, email address is <a href="mailto:sadler.david@secep.net">sadler.david@secep.net</a> Dr. Lee Butler is now the assistant director.

**Reports**

<b>Cheryl Ward Endeppence Center</b>	Information on the new waivers redesign was shared.
<b>Dept. Parks &amp; Rec</b>	No report was submitted, no representative has been assigned to replace Carolyn Cox.

**SEAC Standing Subcommittees**

<b>Policy Review Subcommittee Chair: Donna Robel</b>	No policy reviews have taken place.
<b>Membership Subcommittee Chair: Carol Koceja</b>	No formal report was given but a review of terms shows that Lee Woodard and Michelle Redmond terms will expire in November. They will need to submit a letter to request reappointment and a short bio as soon as possible.

**SEAC Ad-Hoc Subcommittees:**

<b>Ad-Hoc Effectiveness Chair: Ping Camano</b>	Sandy Hermann informed SEAC that the subcommittee is deciding how to send out invitations to vendors and hoping to go paperless by sending all invitations out via email.
<b>Disability Awareness Subcommittee: Lee Woodard</b>	Lee Woodard identified weaknesses in the current practice during October, there is little feedback on the school participation. Information on suggested activities was sent to schools over the intranet in a principal's packet. Eileen Ouellette will share the documents and information that was sent out with Lee Woodard. An internal newsletter can also have information. Wilma White shared information on activities that took place last year at Rosemont Forrest.
<b>Ad-hoc Report and Recommendation Subcommittee: Michelle Redmond</b>	No activity reported.
<b>Ad-hoc Transportation Subcommittee:</b>	This committee has completed its task and will be disbanded at the September meeting.
<b>Ad-hoc Student Performance Review Subcommittee: Suzie Kumpf</b>	No activity was reported.
<b>Ad-hoc Bylaws Subcommittee: Carol Brubaker</b>	Kamela Lannetti responded to specific questions from Carol Brubaker regarding changes to the bylaws and whether criminal background checks are necessary for current members and new members. They are not necessary. The reappointment timeline is problematic but Ms. Lanetti explained that the bylaws can be over ridden with a 2/3 <sup>rd</sup> member vote if necessary. The third issue revolves around the number of members required to be on a subcommittee and Ms. Lanetti suggested this can be changed without a formal change of bylaws. A discussion took place about correcting spelling or numbering errors by using a "Scrivener's Amendment."

**SEAC Representatives**

<b>School Board Representative</b>	No report given but SEAC members have been asked to attend the workshop at the 9/20 school board meeting for the presentation of audit results.

**New Business:**

**2016/2017 Calendar** Discussion regarding upcoming meeting schedule, dates, times and locations took place. Feedback from parents indicates more would prefer evening meetings versus daytime meetings. Two evening dates conflict with the Virginia Beach Special Education PTSA meeting dates. Topics for information/presentations were discussed and committee requested that performance indicators, audit results, AT presentation be included for this year's presentations/topics. Donna Robel requested a review of subcommittee members take place at September meeting. Committee members requested information on how/when SEAC committee members are notified of new policies that

require review by committee before presentation to the School Board.

Goals for the upcoming year were discussed. Suggestions made were:

1. Analyze the performance indicator data in a more intensive manner
2. Increase knowledge of the budget pertaining to special education programs
3. Improve community outreach and incorporate social media as part of community outreach

**Unfinished business:** The topic of Educational Power of Attorney (POA) brought a question on whether a simple letter could stand in place of a POA. Ms. Lanetti said no to the use of simple letter but did advise the committee that a FEPA release form can be used for consent to attend meetings. A discussion of the three goals set at the August meeting for SEAC took place.

**Other business:** Landstown High School has been approved as site for the Community Resource Fair but with the restriction of no performances are allowed and no commercial purchases can be made. Dr. Gatling suggest potential presentation topics of Assistive Technology and Transition services.

**Review of Public Comment:**

Discussion of public comment took place. Virginia Beach staff informed committee that Dr. Gatling and staff were working with parent to find a resolution. Staff informed committee that different curricula are available for teachers to utilize with students with dyslexia and that an inventory is maintained so teachers know what is available within the school system. All school staff are now required to be trained for working with students with dyslexia when they renew their licenses, effective July 1, 2017. Under these circumstances SEAC determined this public comment was an individual issue to be referred to Dr. Gatling and staff and SEAC will send a response to the parent informing them of options they have available.

**Adjournment:** Meeting was adjourned at 11:30am

Respectfully submitted,  
Cheryl Ward

Next SEAC Meeting: October 3, 2016 ■