

**Special Education Advisory Committee
Norfolk Public Schools
Meeting Minutes 8/22/19 - Approved**

Meeting location, time and date: School Administration Building 800 E. City Hall Ave., Norfolk, VA 23510, 8th floor Conference Room 8/22/19 6:00pm

Attendance:

Members present:	Diane Outlaw, Tasha Washington, Vashti Washington, Shirley Confino-Rehder, Vicky Greco, Ellen Fitzenrider, Matthew Moynihan
Members absent:	Teressa Gordon, Katie McCurdy, Tonya Shell, C.J. Frank, Betty Boone, Seraphine Nyuydine, Shirley Wilson
Consultants present:	Joy Richardson
School Board Liaison:	Adale Martin
Guests:	Nichole Davis (Endeppendence Center), Carter Melin (NPS Parent), Chris Keyes (Norfolk resident, City staff member and home-school parent)

Welcome/Introductions: The meeting was called to order at 6:15 p.m. by welcoming everyone present. Following welcome by the SEAC Chair, Mr. Washington, meeting attendees introduced themselves.

Approval of Minutes: The minutes from 5/9/19 were approved as written.

Public Comment: *Speaker Number 1*, an NPS parent of a twice exceptional learner, gave public comments relative to his concerns regarding the City of Norfolk’s management and timeline of requests for proposals (RFPs) to private day providers seeking contracts as part of Norfolk Children’s Services Act (CSA)-funded services. *Speaker Number 1* shared his email request to SEAC regarding questions that he has relative to CSA administration by the City, as well as the citizen comments that he provided at the previous evening’s School Board business meeting on Wednesday, August 21, 2019. *Speaker Number 2* expressed thanks for services provided to his children, whom he and his wife currently home-school.

Membership Discussion: Ms. Martin explained that the School Board and staff are working to align membership requirements, including service terms, with the recently approved School Board policy regarding the school division’s 4 advisory committees, including SEAC. At this time, only new members are required to complete the new application form, which is found online on the Norfolk School Board page, School Board Advisory Committees button. The Committee also discussed membership recruiting efforts, including outreach at training workshops.

Meeting and Training Schedule Discussion: Following deliberation, the Committee designated meeting days for this school year to fall on the first Thursday of the month, at 6 p.m. The next meeting is scheduled for Thursday, September 5, 2019, 11th Floor Conference Room, Central Administration Building (CAB). Alternate months will be reserved for training sessions to be held on-site at various school facilities. Ms. Greco will work with Ms. Richardson to identify training locations.

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The 2019-2020 SEAC schedule is as follows:

September 5: Business meeting, 6 p.m., CAB 11th Floor Conference Room

October 3: Ins-and-Outs of IEP training workshop, 6 p.m., location TBD

November 7: Business meeting, 6 p.m., CAB 11th Floor Conference Room

December: NO MEETING

January 9*(2nd Thursday due to winter break): training workshop, 6 p.m., location TBD

February 6: Business meeting, 6 p.m., CAB 11th Floor Conf. Room

March 5: Training workshop, 6 p.m., topic and location TBD

April 2: Business meeting, 6 p.m., CAB 11th Floor Conference Room

May 7: Training workshop, 6 p.m., topic and location TBD

June 4: Business meeting, 6 p.m., CAB 11th Floor Conference Room

The Committee discussed training topics of interest, including understanding pathways to graduation for parents, SOL test scores and student achievement gaps, hidden versus visible disabilities, what inclusion looks like, Pre-Employment Transition Services (ETS) and Department of Aging and Rehabilitative Services (DARS), the Ins-and-Outs of IEPs, and critical decision points for families with disabilities.

In addition to these potential topics for parent workshops, the Committee discussed mandatory staff training and the accessibility of professional development (PD) for staff regarding best practices for special education, including cross-mentoring across elementary and secondary special educators, as well as video-recording of PD sessions in order to make training more readily accessible to staff. In answer to questions regarding PD for case managers and elementary level assistant principals or designees, Ms. Richardson noted that all LEA reps are required to complete NPS rep training on a yearly basis.

Other Business: As part of her concerns in the necessary trust-building among IEP committee members, Dr. Fitzenrider shared the comment she heard at a recent Parent Educational Advocacy Training Center (PEATC) meeting that “it takes 7 years to build trust once it is broken.” In answer to questions regarding PD for case managers and elementary level assistant principals or designees, Ms. Richardson noted that all LEA reps are required to have NPS rep training.

Mr. Washington requested that members send content for the Committee’s annual report to the School Board, including concerns and potential recommendations, to him as soon as possible

Election of Officers: The Slate of Officers was presented and elections were held, with a nomination from the floor for Recording Secretary. The 2019-20 SEAC Officers are: Chair: Matthew Moynihan, Vice Chair: Vashti Washington, Secretary: Vicky Greco (Fall Semester 2019); Betty Boone (Spring Semester 2020)

The meeting adjourned at 7:45pm.

Respectfully submitted,
Vicky Manugo Greco
Secretary