

**Special Education Advisory Council
Norfolk Public Schools
Approved Minutes**

Meeting location, time and date: School Administration Building 800 Main Street, 11th floor Conference Room 11/8/18 6:00pm

Attendance:

Members present:	Shirley Confino-Rehder (by phone), C. J. Frank, Vicky Greco, Diane Outlaw, Cheryl Ward, Tasha Washington, Vashti Washington, Shirley Wilson
Members absent:	Vaughan Frederick, Teressa Gordon, Sharon Houston, Katie McCurdy, Tonya M. Shell
Consultants present:	Joy Richardson
School Board Liaison:	Adale Martin
Guests:	N/A

Welcome/Introductions: Welcome and introductions were skipped since there were no new guests present.

Public Comment: No public comment was made.

Approval of Minutes: Vashti Washington made a motion to accept minutes as written, Cheryl Ward seconded the motion and all approved (minutes from 6/5/18 and 8/23/18).

Announcements:

- a. Cheryl Ward announced her retirement, and this is her last SEAC meeting. The committee thanked her for all of her years of service. The committee would like to invite her back to celebrate her dedication to the committee and present a certificate from the School Board if possible.
- b. There is a legislative breakfast on November 20, 2018 at NTC from 9:30 – 1:15.
- c. There is an open house at the Endependence Center on 11/13/18 from 6:60 – 8:30 pm. 351-1585

Correspondence: No correspondence was reported.

Reports:

Special Education Joy Richardson	The grant application was recently made available, and LS-SES is applying for grant funding for part-time staffing and a special project for the Parent Resource Center. If approved, the PRC will be hosted at Rosemont in a classroom space.
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SEAC Standing Subcommittees:

Membership:

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- a. Ms. Martin will check with the School Board to find out about the membership application link (online). Other advisory committees utilize the same SurveyMonkey link. The committee would like to make sure the link is not accessible before moving forward with a paper application.
- b. The committee announced today that elections for Secretary will take place at the next official SEAC meeting. This information will be made public.

SEAC Ad Hoc Subcommittees: No reports given.

New Business:

1. A coffee with Dr. James-Mitchell and Learning Support staff will be scheduled once SEAC selects a date. Recommendations for the event included a video, refreshments, an overview of SEAC, comment cards, 3rd party facilitator, opportunity for questions from the community, overview of Special Education goals and achievements. SEAC would like to invite Dr. Boone, Superintendent to participate.
2. Meetings were agreed upon by the committee as follows: January – Parliamentary Procedure, February – Regular Meeting, March – IEP meeting Ins and Outs, April – Transition, May – Regular Meeting, June – Mental Health Awareness and Social Emotional needs. SEAC will let LS-SES know if anything is needed for these presentations.

Other Business:

Vashti Washington is still working on report of recommendations to the school board.

Please have any subcommittee reports ready by next meeting.

Meeting dates are on the NPS website.

Meeting adjourned at 7:50pm.

Next meeting date is Thursday, 1/4/19 at 6:00 pm.

Respectively submitted,

Joy Richardson (in lieu of a Secretary)