

Michigan Association of State and Federal Program Specialists

Regular Board Meeting Minutes
February 7, 2007
Hampton Inn - Lansing, Michigan

Attendance: Jan Callis, Peggy Coulouris, Paula Daniels, Sam Ewing, Margarita Frommert, Debbie Kitson, Julie Lemond Jeanette Magsig, Marie Miller, , Willye Pigott, Karen Ruple, Michele Sandro Melanie Schroder, Sara Shriver, Michele Videtich, Glenda Virden, Sue Warren

Excused Absences: Milt Collins, Judy Handley, Rick Heitmeyer, Margaret Madigan, Robyn Mosher, Terry Pawl, Scott Pitts Roberta Stanley, Catherine Tibbett, Karon Yeager.

Guest(s): Mary Marshall

Call to Order

9:03 A.M.

Introduction / Welcome of Visitors and President's Report – Jeanette Magsig

- Welcome to Mary Marshall –Peggy Coulouris' sister – visitor
- Judy Handley fell and broke her wrist. She won't be present at the conference. We wish her a speedy recovery.
- A letter was sent to NAFEPA State Award Winners, Michele Videtich and Deb Kitson's school districts regarding their awards and NAFEPA attendance.
- State winners will be announced at the meeting.
- Announcements will go out announcing scholarship winners.
- The UP conference attendance was light, but still had a good showing in view of the weather challenges. Sam stood in for Linda Forward who cancelled as the keynote speaker.

Professional Learning Activity –Jan Callis

Focus question: Who are the key people at the building and regional levels and what are things that need to be done at these levels during financially tough times?

Share a thought from the book that speaks to the way people can get together to get through these times?

Jeanette—Her district has created a “finance committee” that includes district stakeholders to help discuss and react to the financial situation.

Sara – Her district has been driving home the idea that everyone is a part of the process. They have created a team that attempts to create, analyze, and

communicate-- “*What is district excellence?*” and “*What are we here to do?*” A process is put in place for stakeholders to prioritize district issues. The board will make the final decisions, but all have an opportunity to participate in the process of decision-making.

Jan- “How To Make Collaboration Work” by David Straus-- In reading this book, she found that assumptions were made as to what “*stakeholders*” means:

- those who have the decision making authority
- those able to block a decision from being made
- those who are affected by the decision, and
- those who have expert knowledge in making the decision.

The book also addressed “*group memory.*” By recording ideas and by putting them up on the wall, the ideas become a part of the group’s collective memory. The process better enables us to detach the idea from the person who made the recommendation and it becomes something that the group owns. Everyone has input. The group can come in as a team and make decisions and reach consensus based upon the facts. Consensus building builds trust.

Discussion Summary: The challenges are great and it is difficult, but necessary to try to continue to keep the positive in front of us—that “possibility lighthouse” to ensure that we make it.

President-Elect’s Report – Deb Kitson

Margarita Frommert and Melanie Schroder have volunteered to serve as conference co-chairs. (Winter and UP conferences)

Secretary’s Report – Paula Daniels

ACTION ITEM: It was moved by Marie Miller and seconded by Glenda Virden to accept the secretary’s report with attendance modification. Motion carried.

Treasurer’s Report – Sam Ewing

Sam reviewed treasurer’s report. He noted that we are solvent and hoping to break even at the conferences.

Conference discussion: We may need to consider other conference dates and change the format. The state and districts’ financial conditions contribute to low attendance. Anytime there is the threat of proration, things tend to shut down. The membership also continues to tell us they want offerings close to home so they need only to drive a day. We need to make it affordable and convenient so people can come.

ACTION ITEM: It was moved by Peggy Coulouris and seconded by Deb Kitson to accept the treasurer’s report. Motion carried.

Executive Secretary's Report – Sara Shriver

- Sara commended Cathy and Deb as conference chairpersons. In the midst of many challenges, things stayed positive and kept a definite “upward spiral.”
- Terry Pawl is requesting pictures from the Fall and UP Institutes to be used in the E-news
- Sara has a card for Milt and Judy.
- State Superintendent Mike Flanagan who will be testifying on Capitol Hill today. Roberta is absent because she is there with those accompanying him.
- Elections – Sara asked for guidance regarding the board/officer election process. Contacts are made to see if persons are interested in running or rerunning for the positions. It was recommended that we send out information via the list serve and e-news regarding elections.
- Conference registration transfers, credits, and refund requests were discussed. Sara will forward the board decisions to those making the requests.

MDE Report- No Report

NAFEPA Report – Glenda Virden and Marie Miller

NAFEPA Conference Dates: March 11-14, 2007 – Crystal City

Update:

- We will host a Michigan Delegate session and have Roberta provide do's and don'ts of “Hill” visits. When we receive the list of Michigan participants we will try to inform them of the session.
- Everyone is responsible for making their Hill appointments. Phone calls and e-mails are the best method. NAFEPA scheduled time for visits – March 13th – 1-5 PM.
- Please review the MASFPS Legislative Handout – Reauthorization. After receiving all of the feedback, we will prepare it for publication.
- Marie will look into making arrangements for a “Michigan Breakfast.”

ACTION ITEM: It was moved by Marie and seconded by Sam to give the NAFEPA reps the authority to make arrangements for a continental breakfast for the Michigan Delegation at the NAFEPA conference if we cannot get a vendor to sponsor a breakfast. Motion carried.

MISC Update – Margarita notified the group that Dr. Constantino cancelled.

*******Work Groups and Committees*******

Work Group and Committee Reports

Legislative

The legislative work group requested more time to complete their tasks. Comments regarding the NAFEPA hand-out should be e-mailed to Karen Ruple by February 14th *please*. Karen will be editing the document and submitting it to be published.

Institutes

April 23-24 – Mid Year Conference – Kellogg Center
Check with Mike Radke for date and collaboration

Prof Development

Upcoming Online event – February 14
Resource Allocation to Support Student Achievement
Power points are usually available also.

Awards**Subscriptions / E/News – Terry Pawl****OLD BUSINESS**

OEAA Update: OEAA advisory committee – Marie will e-mail the list serve if anything critical needs to be reported.

NEW BUSINESS

None

Meeting Adjournment

ACTION ITEM: It was moved by Karen Ruple and seconded by Julie Lemond to adjourn. Motion carried. Move Karen seconded Julie Lemond

Meeting Adjourned - 8:20 PM

Detailed Notes Available Upon Request