

# Michigan Association of State and Federal Program Specialists

## Regular Board Meeting Minutes March 8, 2007

### **Attendance:**

Jan Callis, Paula Daniels, Margarita Frommert, Deb Kitson, Jeanette Magsig, Terry Pawl, Willye Pigott, Scott Pitts, Mike Radke, Jim Reese, Karen Ruple, Melanie Schroder, Sara Shriver, Sharon Spencer, Roberta Stanley, Michele Videtich, Karon Yeager

### **Excused Absences:**

Milt Collins, Sam Ewing, Judy Handley, Rick Heitmeyer, Margaret Madigan, Marie Miller, Robyn Mosher, Michele Sandro, Catherine Tibbett, Glenda Virden, Sue Warren

### **Call to Order**

9:00 A.M.

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

Jeanette welcomed the team and got the names of those who will be attending the NAFEPA conference.

### **President-Elect's Report – Deb Kitson**

Deb asked that the executive committee meet on April 11th before the board meeting to work on budgets, dates, and meeting places for all functions for the coming year. A team will be going to the Double J to finalize plans for the summer learning institute.

### **Secretary's Report – Paula Daniels**

### **Treasurer's Report – Sam Ewing** (*Sara Shriver*)

- The Association did better than expected on the Winter and UP conferences.
- Anyone working on projects – current and new must submit the project's proposed budget before the April 11<sup>th</sup> budget meeting.

### **Executive Secretary's Report – Sara Shriver**

- Door Prize from Deb Kitson "How Full Is Your Bucket?"
- Reminder - Daylight Savings begins this weekend
- Bob Peper says "hello" and he misses us.
- Elections:

- Region 1 Cathy Tibbett
- Region 3 Karen Ruple
- Region 5 Sue Warren
- Region 7 Willye Pigott
- Region 9 Jan Callis
- Region 11 Judy Handley (president – elect)
- Region 13 Deb Kitson (president)
- Region 15 Barry Martin
- Secretary Paula Daniels
- Budget Meeting – April 11<sup>th</sup> to work on 07-08 budget
- April 12<sup>th</sup> Hampton – Regular meeting
- April 13<sup>th</sup> – Double J Ranch
- The June meeting was scheduled for the Radisson, however, they have bumped us to the Lansing Center because of overbooking. We will ask to be changed to a different day or look for another location.
- Packets of information from the January and February meetings and the Institute are available.

**Professional Learning Activity –Jan Callis/Willye Pigott**

Educational Programs – Key Characteristic How Do We Frame Possibility Within Instructional Leadership?

Professional Learning Activity Goals

- Become familiar with the Key Characteristics and Performance Indicators of the Instructional Leadership Standard
- Examine the implications of the EdYes! School Self-Assessment on our roles as school leaders.
- Examine practices from Sander’s book that can help us reframe our thinking the “world of measurement.”

**MDE Report- Mike Radke / Roberta Stanley**

*Mike Radke –*

Meetings are being set up with MASFPS to see how we can help with high priority schools. The MDE has more experience with high priority schools than any other state. A plan is being developed to increase the effectiveness of support provided to these schools based upon lessons learned over the past five years.

Key elements and issues to be addressed:

- Increased accountability
- School Improvement Framework – underlying foundation for all activities
- Clearly articulated expectations
- SI Framework for EdYES! Comprehensive Needs Assessment
- Coordination and connection between school initiatives and activities

The Department will capitalize on “what works well”—

- Principal coaches, leadership coaches- A “coach academy” is being established that will provide training based upon an established curriculum for potential coaches for the high priority schools. The curriculum will be based upon the leadership strand of the School Improvement Framework.
- Coaches will be required to be certified and “recertified” as needed to ensure quality. Trained coaches will hopefully be available for schools early in Phase II.
- Coaches will be held accountable for the improvement of the schools with whom they work. Future certification and use of the coaches will be based upon their success working with the schools.
- Coaches will come together in regional groups to discuss challenges and work with peer coaches to help map out steps for the schools. Large group sessions when all coaches come together will also be held.
- Facilitators –instructional leaders who will work with the principal and their faculty will also be provided.
- Planning – training to help schools learn how to effectively “plan” will be provided. This will include identifying needs, programs, types of funding, and evaluations techniques.

Two types of audits will be provided:

- 1 – Targeted Audit. Groups trained to come in to look- typically at sub group problems. They will intensely study schools to accurately describe and tell what the root causes are. They are not there to help but to provide an objective look at the situation. The school now has an objective needs assessment. Once people know the problem they are better equipped to fix it—Phase III.
- 2 – Comprehensive Audit – Audit built around the SI framework – designed to assess all dimensions of school – look broadly look at school. How do you fix systems i.e. data, how do we get it into a format that teachers can understand. Probably held the year before the year of reconstruction

School Monitors – Monitors will fill a number of functions—

- Selection and coordination of support persons
- Review School Improvement Plans – help prepare them and recommend them for state approval.

#### Plan Implementation Accountability

Schools will be held accountable for the implementation of their developed school improvement plan. The fidelity of adherence to the plan will be critical. Everyone will be held accountable— monitoring team –1) person hired (outsider), 2) person from ISD, 3) central office personnel in the district- all key players to fill the function.

The department would like MASFPS to help build the training for the group. “We will start some discussion with your leadership and the school improvement network facilitators and get the two to collaborate with some of the developmental reports.”

Details for participation are still being discussed. A large pool of people will be needed to fill the positions to ensure that folks are available all over the state.

We are looking to launch the program in the fall of 2007. The state is looking for our assistance. There are certain parameters we want to adhere to—SI framework.

**Financial Issues:**

**Allocations**—In an effort to help ensure that planning precedes implementation, the department is attempting to get preliminary allocations to districts ASAP. Even if it is not exact, you will have an estimate of fund amounts. Budgets must be submitted before June. Districts are encouraged to get a good plan in place and apply for funds now. The allocation estimates will be low with the hope of being able to provide more funds when final allocations are established.

**Carry Over**—The department is working on a procedure that will help eliminate the carry over problem exhausting the carry over funds before drawing down from the regular funds.

*Roberta Stanley*

- Roberta reviewed-
  - Comparison of Positions on NCLB issues.
  - MDE/SBE positions on NCLB
- If you have any recommendations for the positions, please let Roberta know.
- Michigan did not qualify for the growth pilot. We did not meet all of the requirements... testing in grades 3-8 for the required number of years  
Caution – having growth model applied is generally a good thing but is not a “cure all.”
- An effort needs to be mounted to work with alternative schools.

**NCLB –**

- The intrusiveness of the federal government allowed in NCLB has caused people to step back and review.
- Even though George Miller embraces it, he understands that many others in congress have major issues with the legislation. There is an understanding that latitude for change must be provided.
- Hearings are being held on the reauthorization.

Michigan currently has good congressional representation on education issues and on the education committees. Roberta will not be going to NAFEPA this year.

**NAFEPA Report – Glenda Virden and Marie Miller (*Paula Daniels*)**

Cost of delegate breakfast was cost prohibitive. We will contact attendees and make arrangements to get together onsite.

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

## **Work Group and Committee Reports**

### **Winter Institute – Michele Videtich**

Things went well—comments were positive. Weather worked for us. Keynote speakers were great. Sharon Spencer thanked the committee for allowing exhibitors to talk with group noting that it makes participation more personal. Paraprofessionals in attendance were very pleased with the offerings.

Attendance –

97 paid,  
24 complementary,  
20 exhibitors.

### **UP Conference – Deb Kitson**

Deb thanked participants. In spite of poor weather, things went well anyway. We need to have discussion on the direction we will take with the UP institutes. There may be other ways to provide service. Roberta suggested that we look to join with the elementary principals as a joint sponsor.

### **Legislative**

The book has been completed and includes Roberta's recommendations. They will be distributed to attendees at NAFEPA for distribution on Capitol Hill.

### **Awards**

No report

### **Subscriptions / E/News – Terry Pawl**

Progressing

## **Old Business**

We will need new regional representatives. Catherine Tibbett and Jim Reese have jobs that are scheduled to be eliminated.

## **New Business**

None

## **Meeting Adjournment**

ACTION ITEM: Move Scott Pitts and seconded Terry Pawls to adjourn. Motion passed.  
Meeting adjourned at 11:51 PM

*Detailed Notes Available Upon Request*