

# **Michigan Association of State and Federal Program Specialists**

Board Meeting

October 4, 2007

Hampton Inn, Lansing, Michigan

Attendance: Paula Daniels, Sam Ewing, Margarita Frommert, Judy Handley, Linda Hecker, Rick Heitmeyer, Debbie Kitson, Julie Lemond, Terry Pawl, Scott Pitts, Mike Radke, Karen Ruple, Melanie, Schroeder, Sara Shriver, David Solis, Sharon Spencer, Roberta Stanley, Glen Taylor Michele Videtich, Sue Warren

Absence Excused: Jan, Callis, Milt Collins, Sandra Jeannotte, Jeanette Magsig, Marie Miller, Robyn Mosher, Willye Pigott, Michele Sandro, Grace Velchansky, Glenda Virden, Karon Yeager

Absent: Tom Lukshaitis, James Reese

**Call to Order: 9:06 AM**

## **Welcome and Introduction of Guests**

Welcome by Deb Kitson

## **President's Report- Debbie Kitson**

- Next meeting-Sunday November 11 at Grand Traverse Resort 6:00 PM-- please eat before you arrive.
- Special thanks to Sara and Scott for their work on the SB CEUs and program.
- Special thanks to the officers for meeting last night.
- Sara will put MASFPS and content in e-mailed communications from Sara as executive secretary.
- New tech support – Tom Staten MAISD - working to get e-mail address for MASFPS

## **President Elect's Report – Judy Handley**

- Margarita Frommert and Scott Pitts have agreed to chair the 2008 Fall Institute.
- The date and location for the institute are under review. We are looking to change from Sunday – Tuesday to Wednesday- Friday.
- New locations are being considered especially if they can accommodate the new desired dates--i.e. Lansing Sheraton. The Lansing location is not as convenient for UP attendees but the hope is that those in areas in the lower portion of the state may increase in number. More persons may be able to drive in even if it is for one day.
- Surveys in the past indicate that participants like Grand Traverse. We will see if we lose many participants if we switch location, but go to the preferred days. (Wed-Friday) We switched to Sunday – Tuesday. Folks prefer having conference Wed- Friday.
- Purpose of today's conversation is to spark future discussion.
- Sara noted that the Grand Traverse is trying to make their package more appealing in an effort to keep our business.

- Teleconferencing might help us attract federal elected officials who might be willing to participate by teleconference even if they aren't able to be present in person.
- We will consider having a "post conference" offering instead of a "pre institute."

If you have other comments or suggestions e-mail to Judy. We might administer an additional survey to check with membership. Many members are new.

### **Executive Secretary's Report**

Mail communication:

- Thank you from Paula Daniels
- Communication from past president James Austin's wife. She was sorry to inform us that he died.

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

Paula thanked Judy for taking minutes in her absence. The September minutes will be reviewed during the November meeting.

### **Treasurer's Report – Sam Ewing**

Sam reported that we are currently down \$40,000 in institute revenue. More attendees will ensure that we break even.

### **NAFEPA Report**

Glenda and Marie at NAFEPA conference in California.

### **MDE Reports- Mike Radke / Roberta Stanley**

#### **Mike Radke—**

The department is working to get the application / program implementation timeline in sequence. The goal is to have schools plan during the spring for the coming school year. Schools would be able to administer their needs assessments, update plans and budgets. Allocations would be provided as soon as they are available. Required reports could be completed, i.e. school selection, comparability. Everything could be completed in time to have consolidated applications ready for submission to meet the July 1st obligation date. Paul Bielawski will be trying to get AYP information out early summer even March when possible. This would ideally be completed before school starts in the fall giving them an opportunity to begin implementation as soon as school begins. Necessary amendments would be filed after final expenditure reports. (Carry over) We are trying to limit the number of amendments that are completed retrospectively. The rule of prior approval means it happens before the event.

We've been looking at needs statements and goal statements. People have not gotten a good handle on what these mean. (*Kitson – we may need to make a shift in our thinking and have target that during the winter conference.*)

Video teleconferencing support trainings are being requested more. This method yields savings to districts. We really need to get schools using plans not just for compliance but also, for guidance.

Comments: *Glen- How are we getting to principals? Principal is the building leader. PA 25 requires school improvement plan. We might partner with MEMPSA to help get training for principals.*

*SARA – Let’s consider having a booth at their conference sessions. We have a principal’s handbook now.*

*SHARON -Some of the regions have monthly meetings. We might provide training during those times.*

Registration is available for the School Improvement Conference. (November 26, 2007) There will be the roll out of the electronic needs assessment and introduction of needs assessment tools. These will be “electronified” in the next weeks. Ed Yes!, NCA, and other plans will be populated through the data that is input in the system. The integration of multiple plans will help facilitate the process.

There will be (October 16) a call for ISD level people for training to help districts with the mechanics of the process.

Carryover – when will it be available for processing? The final expenditure report will initiate your available fund update. It will automatically transfer into this year’s allocation. When you file your final expenditure report you will have the funds available.

**Roberta Stanley:**

Reauthorization – Elementary /Secondary Act is moving. A column in New York Times suggested that the reauthorization would not happen until after the presidential race. Staff discussion drafts have been available for review. Congressman Ford’s practice was to send letters to all education organizations for comments. They seem to be attempting to come back to this. It is being acknowledged that NCLB was developed under less than optimum conditions that ultimately have led to problems. Recommendations are available on the house education committee web site. The department sent information regarding Title I, II, and III-XI. Many of our recommendations were included.

Roberta encouraged us to go on the website and make remarks. Another report is scheduled to come out after the Columbus Day recess. Keep the comments flowing! Mr. Dingell held town meetings on the SCIP. We have good representation from legislators from our state on key committees. We need to keep sending Congressmen Ehlers and Walberg information. Mr. Hoekstra is also active in the reauthorization.

It is believed that when we come out of the appropriations process we will have more money allocated than is seen today. More and more people are embracing education. Comments from the practitioners are welcomed.

Judy - We might have letter from the organization with comments.

### **Project Update -Linda Hecker/Karen Ruple**

Linda - MEAP target went up- we anticipate that more schools will become high priority. We think we have a comprehensive AYP list. Partners are meeting monthly to update and coordinate services.

Karen-The training has been video taped. You may e-mail Karen Ruple to get a copy. Mentor team materials may be used for non-AYP schools. Special funds do not support it however.

**Committee of Practitioners Update** – We were sited in our audit for not having a Committee of Practitioners. Time at the meeting was spent explaining the purpose, limitations, and function of the committee. Issues related to high priority schools, and those not making AYP were addressed.

David – Department did a good job creating and establishing purpose and role. As the committee moves forward, there will be major discussion on districts that use 31a funds. How will we provide support for the schools? Parents and SES providers, teachers, administrators were all represented in the committee.

Q: Will there be a change in schools not making AYP who are not Title I. A: (no) C of P – if you have ideas or issues that you think we should put on the agenda, we want to make a list of them and address them as much as we are possible.

Q: 31A funds at risk? A: 31 A is on the table for cutting.

Equity payments are being discussed. 31A is in essence an equity payment. Roberta indicated that they would find out and get back to the group. Education's interest was represented in the state budget negotiations.

MDE – each department has been given a target to cut. Office of School Improvement has less than \$200,000 of state money. All additional money is federal money.

31A should be safe and we should not have to face cuts.

### **Committee/Project Time**

#### **Committee /Institute / Project Reports**

Legislative – Karen Ruple

Breakfast for MASFPS board and legislators – February meeting possibly.

Awards- Michele Videtich.

Linda Brown Award- Nominations discussed

Give flier at fall conference w/ criteria and get nominations and present at Winter

Institute:

Legislative -

Exhibitor -

Educator –

ACTION ITEM – It was moved by Judy Handley that the Legislative, Exhibitor, and Education awards presentations be moved to the Winter Institute and that we seek nominations during the fall institute. It was seconded by Margarita Frommert. Motion carried.

NAFEPA Scholarship – Application is available on thumb drive. New guidelines are being established during the NAFEPA meeting taking place in California. We will request that Glenda/Marie provide updated information.

#### **E-NEWS- Terry Pawl**

- Discussed updating e-news
- Discussed how to get new members and provide service for them
- In Dec/Jan we will discuss in more depth.
- Sara/Michele – will prepare information regarding how they get the information out to their constituents.

#### **Professional Learning**

Persons who did not complete survey distributed this summer are asked to complete it and bring it to the November meeting. Jan Callis was unable to be with us today. Session will be continued at later meeting.

#### **Old Business**

Exhibitor time at conference

#### **New business**

None

#### **Other Business**

- Reminder – Next meeting - Sunday November 11<sup>th</sup> at 6:00
- A review of the program content and flier was completed.

**Radke Update**—If we want more schools we should ask them to participate, we will need to get them ourselves for middle schools and high schools. Approval letters for school-wide transition grants are being edited and will be posted. Facilitator lists are being reviewed and updated.

#### **Meeting Adjournment - 12:13 P.M.**

Fall Institute Committee meeting followed the regular meeting.

*Complete notes available upon request*