

Michigan Association of State and Federal Program Specialists

Regular Board Meeting

Hampton Inn – Lansing, Michigan

April 2, 2009

Minutes

ATTENDANCE:

Jennifer Allen, Michele Burley, Jan Callis, Paula Daniels, Sam Ewing, Judy Handley, Rick Heitmeyer, Jeanette Magsig, Marie Miller, Scott Pitts, Mike Radke, Tom Reeder, Karen Ruple, Melanie Schroeder, Sara Shriver, David Solis, Sharon Spencer, Sue Warren, Karon Yeager

Call to Order – 9:05 A.M.

President's Report: Judy Handley

- Welcome
- Approval of the Agenda
- Judy welcomed Tom Reeder as a representative alternate for Region 3.
- Survey results from the Winter Institute were distributed for review. Overall, participants were please with the institute.
- Sandra Jeanette will not be able to continue to serve as the representative for Region 1. We will need to find another person to represent that region.
- Penny Joy is being asked to serve as an alternate for Region 11. Penny is the State and Federal Program Director from Plymouth Canton School District.
- Ann Cardon – Director of Curriculum and Instruction from Mona Shores is being asked to serve as the Region 3 representative. Jeanette Magsig will continue to serve as the alternate from the region.
- Next regular MASFPS meeting – May 14, 2009
- MASFPS June Regular and Annual Meetings will be held June 11, 2009 at the Lansing Sheraton.
- The annual meeting agenda will include a vote on the changes to the by-laws. Sara will send a copy to the general membership for review. Members will be invited to attend the annual meeting and lunch. (General members will pay for their lunch if they attend.) We are also inviting the field service representatives to attend. The invitation will be sent to Mary Stine. Mike and Margaret will get the information distributed to the appropriate persons.

President-Elect Report – Paula Daniels

- A meeting with Tony Thaxton (Michigan Association of Administrators of Special Education) will be held on May 14th following our regular meeting.
- Summer Leadership Institute-
 - Book Study – *“The Five Most important Questions You Will Ever Ask About Your Organization”* by Peter Drucker
 - Distributed “Know Your Neighbor”

Executive Secretary – Sara Shriver

Communications:

- Thank you notes from:
 - Roberta Stanley
 - Harmon Beekman

Secretary's Report – Willye Pigott

ACTION ITEM: It was moved by Sam Ewing and seconded by Marie Miller to approve the secretary's report. Motion carried.

Treasurer's Report – Sam Ewing

- Treasurer's report was reviewed – currently solvent
- Major outstanding bill – charges from Winding Brook for the last school-wide session.
- Most bills from the Winter Institute have been reconciled
- Sam would like to have proposals for the 2009-2010 year submitted by next month's meeting to ensure that they are a part of the budget.
- Future PD offering discussion –
 - Recommendations – single focus/person conference with follow up using same presenter.
 - Winter – Bill Daggett currently under consideration. He has not responded for availability. Sam indicated that he has colleagues that are also good.

ACTION ITEM: It was moved by David Solis and seconded by Scott Pitts to accept the treasurer's report. Motion Carried.

MDE REPORT – Mike Radke

ARRA – A greater understanding of the magnitude and responsibility required in implementing the ARRA is evident. MDE has an ARRA information website up and running. A series of webinars with information similar to the presentations he has given are available. Regular updates will be put there. Carol Wolenberg provides an overview. A number of people have contributed to the webinars. The webinars are very helpful and should be viewed by those in the central office including the business office. It will be very helpful if superintendents view them also. The State of Michigan also has a stimulus package website. The flow of information is escalating. The GAO has informed us that Michigan has been selected as one of 16 states to be monitored regularly. In addition to the department, they will be visiting schools and districts. Site visits by the GAO are possible for everyone. The key principles of accountability reporting and transparency will be very important. The initial ramp up of guidance came out April 1st. There were no deviations from the initial information received. Title I rules will apply. The details on how to do things are still not clear. The MDE will not receive additional administration money to deal with the issues. The department is waiting for clarification regarding waiver request procedures.

Discussion: SES funds release – slows process of reallocating those funds. Mike indicated that the department releases districts from the responsibility of waiting and allows them to go ahead to use the funds for other things if the district has adequate

documentation that the district has tried to use the SES funds in the way it was intended.

DEOBLIGATION PILOT: A Deobligation Pilot is being attempted. Districts may volunteer to participate. If there is no participation, it will be assumed that it is not needed.

SCHOOL IMPROVEMENT – School improvement funds are being recalibrated because of the new money coming for schools in school improvement. The department is working closely with ISDs to make sure that districts get the most benefit from the current money that is available for school improvement. New money will not be available until September. The department is looking for partners to help with that process... conversation with MSU and Middle Cities is underway in an effort to secure and train coaches – especially for high schools.

Discussion:

Q: What happens with high schools that become Title I schools – entering in at phase.

A: A communication will be coming to describe the process if schools come in as Title I schools and then come out of Title I.

Q: Spring workshops?

A: Information what was provided at “spring workshops” will now be provided on the web. The department will not be hosting spring conference but all information will be on the web. The 2009-2010 Application information is available on the web.

Applications MUST be submitted in substantially approval form. They MUST be timely—no drafts, no amendments that change the entire plan, no “outline” plans.

Q ARRA – Allocations????

A: Allocations that are posted are preliminary even though some sites say that they are final. The MDE has not yet received the final documentation to way what the allocation is at this time. Note-- any preliminary allocation is currently high. MDE must take allocations and factor in the Charter Schools' portion and then give districts their allocations. All money must be recalculated based upon the number of PSAs.

Sam – If you take the federal allocation and subtract about 14% you will get a close estimate of your allocation. *(Not for the recovery fund.)*

Q: Sustaining long term – quality P.D. in terms of targeted assistance building—who can receive the trainings? All staff serve the students. Can the funds pay for P.D. for all staff?

A: Mike asked that the question be e-mailed to him. It will be addressed on a FAQ section to be developed. The answer may be an “it depends” answer. The answer may “depend” upon the specific circumstances in the school or district.

Q: Full day kindergarten funding question – Legislation status on full day kindergarten.

A: Send questions to be addressed in FAQ site. This also may be an “it depends” answer. The appropriations committee is currently indicating that kindergarten legislation has been put on hold.

Q: When are Consolidated Application Amendments due?

A: April 15, 2009

Mike recommended the following book for use when looking at data- especially when data indicates that "adults" may be the root cause for a lack of student academic success vs. student causes. (*Crucial Conversations – Crucial Conversations: Tools for Talking When Stakes Are High* – Kerry Patterson, Joseph Grenny, Ron McMillan, Al Switzler, Stephen R. Covey. If you are working on the wrong cause, you are not going to see change.

Mike admonished us to remember that we are accountable for the stimulus money. How we use the funds will show that additional money will make a difference – or it will show that educators squander funds. We have two years to prove that we can make a difference. If we are successful, we can make a strong argument to say we need the funds and we may be able to keep the funding level. When reviewing your strategies and activities – LOOK AT ACHIEVEMENT. Is achievement going to change if instruction doesn't change? Will instruction change if leadership is not different? If we don't involve people that are making the initiatives—will change be made? All the precursors should be measured and evaluated for the impact they have on student achievement.

MDE – Karen Ruple

Karen provided an update on the Data 4 Student Success – Title II project to build a statewide database. MAISA is the fiscal agent for the project. MEAP data is currently being analyzed and the hope is to have the 2009 MME data available in the system. Data 4 SS is doing another initiative for any school not making AYP—not just Title I schools.

SI Framework Q: Will Schoolwide components be in place on the website at the beginning of the school year? It is not currently there.

A: It is scheduled to be there for the Fall of 2009. Paper versions are available. The CD from the School improvement Conference has the placeholders for SW and TAS. Judy will send it to Sara and she will send it to the board.

NAFEPA REPORT- Sam Ewing and Marie Miller

- *Stimulus Package Update*: Marie and Sam have been trying to keep track of the stimulus update items as they come out. Wednesdays will be the update day on the USDE website. Sam will try to keep everyone in the loop as they receive information via NAFEPA. David thanked them for the information that has been sent.
- *NAFEPA SCHOLARSHIP* – Scott reported that a student in his area did not receive the NAFEPA Scholarship cover sheet and submitted his application in too late. Scott was assured that the cover letter and e-mail had all needed information included.
- *NAFEPA/MASFPS Membership* – There has been confusion regarding NAFEPA and MASFPS membership. MASFPS membership fees include membership in NAFEPA but the NAFEPA membership does not include membership in MASFPS.

COMMITTEE REPORTS:

Fall Institute meeting follows regular meeting.

Legislative – No Report

Election Committee – Karon Yeager

Karon presented the Election Committee's report in Debbie Kitson's absence. (Election Committee – Debbie Kitson-Chairperson, Karon Yeager, Paula Daniels) The slate:

| Position | Candidates |
|---------------------|-------------------------------|
| President-Elect | Michele Burley Glen Taylor |
| Recording Secretary | Willye Pigott |
| Region 1 | Open |
| Region 3 | Karen Ruple |
| Region 5 | David Solis |
| Region 7 | Willye Pigott |
| Region 9 | Jan Callis |
| Region 11 | Judy Handley |
| Region 13 | Richard Rockwell |
| Region 15 | Glen Taylor |

Alternates – (election not required) Tom Reeder – Region 3, Sue Warren – Region 5, Penny Joy – Region 11

OLD BUSINESS:

CVENT – Sam Ewing

On site inspection taken place / site is up and ready for use. We are setting up a credit card merchant account. We want to have test run for the Summer Learning Academy. Fall Directors information will be up in mid-May. CVENT is very customer service oriented and has assigned a contact for us. They have also assigned someone to work with Trish for the web design. We will keep REGONLINE for a back up for a little while.

MEMBERSHIP CARE – NAFEPA/MASFPS – Sam Ewing and Marie Miller

Persons who went to the NAFEP conference thought they were MASFPS and NAFEPA members. We will make sure that people understand that when they join MASFPS that membership in NAFEPA is included. We will look at instituting membership cards for members that includes a dual logo and region number at the Fall Institute as a part of the 40th anniversary observance. We will select a team to look at other information that might be included. We propose to update the information every three months.

ACTION ITEM: It was moved by Sam Ewing and seconded by David Solis to have the 23 persons who joined NAFEPA also be granted MASFPS membership.

Motion carried.

Judy will do a welcome letter to the 23 persons that explains that they have a complimentary membership to MASFPS this year and request that they please sign up through MASFPS in the future.

NEW BUSINESS

Parent Involvement Project – Marie Miller

The project came as an offshoot of a conversation with Darcy during the Fall Institute.

- NEED – Parent Involvement was the number 1 need indicated by many of our membership
- DESCRIPTION –
 - Part I- Work with 3 selected schools to assist them in developing Action Teams for Partnership using the research and strategies developed by the National Network of Partnership Schools (NNPS). We would work with them on an on-going basis. The teams would present at the next conference. The cost to districts would be funds needed to send participants to the leadership conference. There is an initial fee to join NNPS. If the organization and LEA keeps up their annual review, future fees are waived.
 - Part II – Technical workshops for teams—Fall Directors Institute would be Round 1 and Round 2 would be held in regional meetings.
 - Parent involvement may soon become a required goal for districts.
 - Book – Home-School and Community Partnerships 3rd Editions
 - Minimum team members – 3-4 of which one must be a parent

ACTION ITEM: It was moved by Marie Miller and seconded by Michele Burley to approve the Parent Involvement Project for the coming year.

Discussion – It was recommended that we look to bring the training team to Michigan to train locally because district teams may not be able to go out of state for training. Teams who are involved through MASFPS in addition to other teams not engaged specifically through or organization can be invited to participate in the training sessions.
Motion Carried.

Meeting Adjournment: 12:15 PM