

**Michigan Association of State and Federal Program Specialists
Regular Board Meeting
Hampton Inn, Lansing
May 14, 2009
9:00 A.M.-12:00 P.M.
Minutes**

Call to Order: The meeting was called to order by President Judy Handley at 9:15 A.M.

Attendance: Jennifer Allen, Michele Burley, Jan Callis, Paula Daniels, Sam Ewing, Judy Handley, Rick Heitmeyer, Denyse Jones, Julie Lemond, Jeanette Magsig, Willye Pigott, Scott Pitts, Mike Radke, Karen Ruple, Melanie Schroder, Sara Shriver, Sharon Spencer, Glen Taylor, Glenda Virden, and Sue Warren

Excused Absences: Sandra Jeannotte, Debbie Kitson, Margaret Madigan, Marie Miller, Michele Sandro, Thomas Reeder and Karon Yeager

Guests: Ann Cardon , Penny Joy and Tony Thaxton

Approval of Agenda:

ACTION ITEM: Moved by Glenda Virden, seconded by Michele Burley that the agenda is approved. Motion carried.

President's Report: Judy Handley

- Judy extended a hearty welcome to Ann Cardon and Penny Joy. Ann is from Mona Shores school district and will be replacing Melanie Schroder as the Congressional Representative from District 2. Penny is from Plymouth-Canton School district and will be an alternate for District 11.
- Hans Stevens (from Alpena) was appointed by Judy to represent District 1
- Per Judy, Margarita Frommita requested to serve as an alternate for District 14.

Election Results: The positions of Secretary and Treasurer were unopposed. Candidates for President-Elect were Glen Taylor and Michele Burley. Michele will be the President-Elect.

President's Elect Report: Dr. Paula Daniels

- Paula shared 3 handouts (MEAP ELA/Writing, MI-SAS, and MEAP Assess) from OEAA. There will be changes in MEAP ELA/ Writing in the fall. The State Board of Education approved a change to the MEAP ELA Writing Assessments so that Writing will only be tested in grades 4 and 7. The new tests will be developed over the spring and summer 2009 and piloted as part of the fall 2009 MEAP administration. The fall 2009 MEAP will NOT include and ELA Writing Assessment in grades 3, 5, 6 and 8. The fall 2009 Writing scores will NOT count for AYP or MI-SAS and WILL NOT BE REPORTED.

- MDE is working on developing Writing assessments in grades where Writing isn't assessed.
- Sharon Spencer shared information regarding the changes in MEAP Writing ELA Constructed Response questions and Cause and Effect. Starting with the 2009 MEAP, there will be one constructed response Reading question at each grade level for the Independent Reading Selection. The item will be scored for comprehension only. Writing will not be evaluated. The use of a graphic organizer will be used to demonstrate Cause and Effect relationships.
- Writing is going to have informational text focus.
- Paula distributed the book (The 5 Most Important Questions You Will Ever Ask about Your Organization) for a book study. It was suggested that members read the book and there will possibly be a book discussion at the summer institute.

Executive Secretary's Report: Sara Shriver

- Sara reminded everyone to please register for the annual meeting (June 11, 2009, Sheraton, Lansing). Sam and Sara have been working on finalizing plans for the fall director conference and the summer institute.
- A different website is being explored. A proposal will be presented at the regular board meeting in June.
- Work has begun on renewing contracts of clerical and technical support.
- Sara would like to create membership cards for MAS/FPS. The target date is July 1. Cards will be included in the mailing in July. Mailing will be done quarterly for new membership cards.
- It was suggested that the Congressional Representatives meet/greet or invite people in their region to become members of MASFPS
- Information packet for Congressional Representatives will be put together at Summer Institute.

Secretary's Report: Willye Pigott

Willye thanked Paula for taking the minutes during her absence at the April meeting. Minutes from the April meeting were distributed and read.

ACTION ITEM:

Moved by Jeannette Magsig, seconded by Scott Pitts that the minutes be approved with the necessary corrections. Motion carried.

Treasurer's Report: Sam Ewing

- The organization is approximately \$10K short on Boot Camp trainings.

- However, we are currently ahead by approximately \$21K because of numerous Boot Camps and School-wide trainings. Sam is currently working on pieces of the budget for next year.

ACTION ITEM:

Moved by Paula Daniels, seconded by Glenda Virden that the treasurer's report be accepted as presented. Motion carried.

MDE Reports:

Mike Radke:

- Mike thanked everyone who had been working on School-wide trainings. MDE is pleased at the way this whole project is developing.
- There will be training sessions (June 15-16 and August 18-20) for eligible schools to become Title I Targeted Assisted or Title I School-wide status for 2009-10.
- If a school is considering becoming Title I Targeted-Assisted or Title I School-wide (using the accelerated program) the \$3000 School-wide Planning grant cannot be used for this process. The school can use Title I, Part A funds to pay for the associated expenses.
- It is the obligation of the district to make sure SIP is implemented in the buildings. Suggestion: Evaluate principals based on the implementation of the SIP.
- Monitor progress in SIP by including a calendar of activities to be completed each month.
- Full day kindergarten is fully funded with State allocations. Federal funds cannot be used to fund second half of full day kindergarten. That would be considered supplanting.
- ARRA funds are to produce long term gains; plan deep.
- LEA Planning Cycle has been in MEGS approximately 6 weeks. School Selection will be opened today or tomorrow. **Important:** Before opening School Selection, changes need to be made in buildings configuration, if necessary. There's a way in CEPI to make those changes. Include an effective date of change (eg. These buildings' configuration will remain the same until June 30 and then change toJuly 1).
- The Consolidation Application is scheduled to be opened (in MEGS) within the next two weeks.
- MDE is trying to keep one Title I plan but two separate funding sources (regular Title I funds and ARRA Title I funds).
- All Title I ARRA funds must be used according to the regular Title I guidelines; possible exceptions—carryover funds (15%), 20% set aside funds for high priority schools, 20% of funds for SES. Exceptions will require a waiver;

- LEAs plan as if it's not receiving a waiver. MDE will apply for a waiver for the LEAs. Currently, nothing can be done until the guidance is received.
- There is one year of ARRA funds allocated with 27 months to use the funds.
- The **ARRA** funds have to be obligated for 2 years.
- Title IID (ARRA fund is based on **formula**); **Regular** Title IID funds will be competitive. There will be an ARRA allocation for Title IID as well as competitive allocation.
- Title IID requires participation of PNP.
- Make good choices about planning and keeping adequate documentations; be able to give a rationale for decisions that are made.
- LEAs will be accountable for outcomes (what happened to student achievement). Be able to give a rationale for adding staff/positions; plan for measurements of success.
- There will be lots of transparency and reporting required with ARRA funds.
- Staff from GAO (Government Accountability Office) will be in Michigan next week. They will be visiting districts unannounced. They want to do data analysis and be able to tell/share success stories. They plan to visit districts every 2 months over the next 3 year period.
- If high schools become Title I Targeted Assisted, only the students who qualify as Free/Reduced lunch status are eligible to receive supplemental education services.

Karen Ruple:

- Title I Accountability grant has funds available up to \$70,000 per school in Phases 1 or 2. Funds may be used to cover the cost of staff who will provide direct services to the schools, as well as data information management, professional development, intervention implementation and coaching support.
- Services to schools must support and sustain new or existing initiatives to improve student achievement in four key areas: readiness/learning community, data support and/or data coaching, implementation of evidence-based interventions, and/or instructional coaching to support intervention implementation. Please contact MAISA (Michigan Association of Intermediate School Administrators) for additional information.

NAFEPA Reports: Glenda Virden

- Former NAFEPA president is meeting with Arne Duncan tomorrow (May 15, 2009).
- Mr. Duncan has been invited to the NAFEPA conference next year.
- Dates for the NAFEPA conference are March 28-April 1, 2010.

UP (Marquette) Boot Camp Update: Glenda Virden

- There were 48 participants. It was a combined Boot Camp (principals, directors, teachers, coordinators and superintendent).
- Evaluations were wonderful! The facilitators were invited to return. Boot Camp for principals was suggested for the fall.
- Information was very well received and filled the needs of the participants.
- The facilitators are planning to provide additional networking so that participants can be a resource to each other.
- Boot Camps have been profitable for the organization except the UP Boot Camp.
- Presented a Boot Camp proposal to provide Boot Camp 1 and 2 for Federal Program Directors, Facilitators and Coordinators and as many regional Principal Boot Camps for Title I buildings as can be accommodated; also 1 Boot Camp in the UP.

ACTION ITEM:

Moved by Paula Daniels, seconded by Sam Ewing. Motion carried

Committee Reports: There weren't any committee reports at this time.

Old Business:

- Organization has access to C-Vent per Sara. Tricia Root is in the process of learning the program. per Sara.
- It was suggested that the registration fee for the Fall Director's Institute would be \$139 plus the cost of the book.

ACTION ITEM:

Moved by Sam Ewing, seconded by Karen Ruple. Motion carried.

New Business

Sam Ewing: Presented two proposals

Proposal #1

To provide support for school-wide and targeted assistance school improvement teams to review and revise their current plans and processes to meet NCLB and PA 25 requirements as articulated in the School-wide and Targeted Assisted plan rubrics. Proposed locations are Ramada Inn (Grayling), Sheraton (Lansing) and Northern Michigan University (Marquette).

ACTION ITEM:

Moved by Paula Daniels, seconded by Glenda Virden. Motion carried

Proposal #2

The **“Fast Track”** process proposal to provide the required training for schools desiring to transition to School-wide or Targeted Assisted Title I buildings during the summer of 2009.

ACTION ITEM:

Moved by Denyse Jones, seconded by Glenda Virden. Motion carried.

Other Business: None

Adjournment: 12:15 p.m.

NEXT MEETING: June 11, 2009 (Sheraton-Lansing)