

Michigan Association of State and Federal Program Specialists
Crowne Plaza, Lansing, MI
February 1, 2018
Board Meeting

Minutes

Call to Order: President Laura Otten called the meeting to order at **6:20a.m.**

Attendees: Jennifer Allen, Shelley Alwardt, Lynn Batchelder, Mike Burde, Jan Callis, Tiffany Campbell, Melissa Duffrin, MaryJane Evink, Sam Ewing, Ilise Goldman, Jolia Hill, Lisa Jenkins, Syndee Malek, Robbin Meeks, Laura Otten, Willye Pigott, Dodie Raycraft, Michele Sandro, Jane Sargent, Sara Shriver, Grace Velchansky, Stacy Vespremi, Fred Williams, Terry Nugent

Approval of Agenda:

ACTION ITEM: Moved by Willye Pigott second by Tiffany Campbell to approve the agenda as amended

Motion carried.

President's Report: Laura Otten

- Introduction of Board Members
- No Updates

President Elect's Report: Mike Burde

- The SLLA will be in Grand Rapids at City Flats.
- Dates: July 25-27
- More details to come

Executive Secretary's Report: Sara Shriver

- MAS/FPS organization is sending a card to Dr. Tabrizi for her retirement
- MAS/FPS is sending a gift to Karen Ruple for her service and dedication to the Board.
- Website updates are on hold at this time. Please continue to send updates to the Executive Secretary.

Secretary's Report: Jennifer Allen

- **Corrections/Additions:** One correction noted.

ACTION ITEM: Moved by Ilise Goldman second by Willye Pigott to accept the minutes with the necessary corrections/addition. Motion carried.

Treasurer's Report: Sam Ewing

- Credit card updates are completed once per month. We have \$30,000 in credit cards at this time so our income is under represented on the report.
- The budget adopted by the Board represents a significant amount of spending over revenue; therefore, we are target with our expected budget.
- Special project are doing well.
- A discussion took place regarding the possibility of looking into money market investments. When the interest rate is close to 3% it makes sense to invest in money markets so we may look to make a purchase in the next few months. The Organization has about \$100,000 to invest. The treasurer recommends a 2-year ladder. This will maximize the amount of interest the organization can get.

ACTION ITEM: Moved by Mike Burde second by Lynn Batchelder to file the Treasurer's report for audit. Motion carried.

Old Business

- **Scholarship Update**
 - The Organization received two applications. Both are award winners and were sent to NAFEPA. NAFEPA has 14 applications and 4 scholarships to give out. Executive Committee talked about process and communication of scholarship applications. The Board needs to work on improving communication to the membership.
 - NAFEPA did not have committee work time during Fall meeting so this impacted the timeline for getting NAFEPA application out. NAFEPA will work on the 2019 scholarship application during the March conference.
- **Leadership Award Update**
 - Congratulations to our award winners.
 - The Executive Committee is discussing the process for nominations. As of the original deadline, we had one incomplete nomination and we could not get an extension from NAFEPA. The Executive Committee submitted nominations and sent them out to the Board members. The written process for awards needs to be reviewed, updated and implemented.

New Business

- **Membership on OEAA Advisory Committee (former rep Jill Pastor)**
 - The Board needs a representative on the OEAA Advisory Committee. Meetings dates are March 29, August 2, and November 1. These are all day meetings in Lansing. Interested Board members should contact Laura Otten.
- **Dr. Terry Nugent, Michigan Ombudsman**

- The Ombudsman's role is to help bridge the gap between private and public schools and to monitor and enforce equitable services.
- MDE trainings starting in February. Seven locations throughout the state. The MDE encourages LEAs to attend. The PNPS got an email inviting them to attend. LEAs should attend even if PNP's in their District do not attend.
- Purpose is to bring together the LEA and PNP. Presentation will cover consultation process, Title I, II , III, IV what is allowable and membership report forms. Teams can begin the consultation process during the training.
- The membership reports register PNPs with the Sate so that they can receive services. If not PNPs are not registered they are not entitled to services.
- The Ombudsman will be building a PNP work group to service as advisory. Fred Williams will co-chair this work group with Dr. Nugent.
- The MDE has a website dedicated to the work of the Ombudsman.
- In the mid-west, Dr. Nugent created a group for the Ombudsman. The group meets 2nd Tuesday of every month. The Office of Non Public Education from the USED participates and provides guidance to the group.
- Michigan is one of the few states that has an Ombudsman that is not combined with other roles.
- PNP funds flow through the LEAs to ensure there is accountability and separation of church and state.
- Please let Dr. Nugent know if any PNPs need to be added to her email list.
- **Elections**
 - Even number district elections will be held this year. Please let Syndee Malek know if you are not going to seek re-election.
 - The Board needs a president-elect. Please let Syndee Malek know if you are interested.

Title I Reports/ MDE Reports:

Fred Williams OFS:

- Title IV is not going competitive next year and oversight is staying with OFS. The guidance will not change. MDE does not have any updates regarding funding levels for next year for Title IV. There will be carryover allowed. Title IV is subject to equitable services. Only 15% of the total amount a district allocates for technology (Including the PNP amount for technology) can be used for infrastructure (this includes anything that plugs in, licenses and software). It was recommended that in the Title IV guidance that a sample calculation for technology be included.
- Title I, II and III is being audited by USED in May. This is a tremendous amount of work for the MDE. USED will visit two districts and will conduct an onsite review without a lot of notice. The purpose of the On Site Review will be to assess what the MDE is doing well or not in terms of oversight.
- OEII and OFS posting went down today and interview dates are set.

- There is a new bill in the legislator (684 and 685) regarding School Improvement. Many new requirements. The Board President will send out the Bills to the Board members.
- CNA status: there are no updates because the committee has not meet recently.

***NAFEPA Reports (Sam Ewing, Jan Callis, Marie Miller)**

- Spring conference is coming up soon. The Organization has five Board members attending.

Committee/Work Group Reports:

***CNA Project Report: Sara Shriver**

- There have been three regional workshops. (Macomb 22 people), (Vanderbilt- cancelled due to low attendance), (Kent ISD- 77 people), (Wayne 59 people), (Van Buren - March 1), (Kent ISD- March 5)
- The Project feedback has been very positive.
- The Project has made money.

***Equitable Services Project Laura Otten and Jan Callis**

- One session has been completed to date.
- Pre/Post assessment demonstrated growth in each area.
- The Team is scheduling follow up google hangout for participants.
- Let Laura Otten know if you would like to host a regional workshop in your area. This workshop will go deeper into content than the MDE Road Show.

***Boot Camps: Judy Handley**

- No Report

***Professional Development Project Update: Marie Miller**

- No Report

***Legislature: Jan Callis**

- The Legislative Committee has not met since the Fall Institute. They will be meeting after the March Board meeting.
- The committee's next steps are to go back and update the strategic plan.

***Communication/Membership: Melissa Duffrin**

- No Report

***Professional Learning:** Lynn Batchelder

- The Fall Institute Committee has a new concept for the format of the conference. On Day 1: Keynote in morning with an Ed Camp in the afternoon. Day 2 will have normal break out format. The committee is not following a theme for the Fall. Fall of 2018 and 2019 will be held at Grand Traverse resort. Based on participant feedback the committee is soliciting bids for new locations for 2020. The Executive Secretary will bring proposals that are received to the March Executive Committee and the Professional Learning Committee for review.
- High school students from a digital design class in Stacy Vespremi's district designed the covers. There were 35 designs submitted. The Institute Committee narrowed it down to two designs for the Board to vote on.
- Potential Fall keynotes: Tammy Paulowski, Kristen Anderson (John Hatti's work)

Other:

- A request was made by a Board member to begin the February Board meeting earlier because some Board members must travel home after the meeting.
- The Strategic Plan expires at the end of this year.

Adjournment: 7:34pm

Moved by Jolie Hill second by Stacy Vespremi to adjourn the meeting. Motion carried.

Respectfully Submitted by,

Jennifer Allen

Secretary