

Michigan Association of State and Federal Program Specialists

Comfort Inn, Lansing

November 9, 2017

Board Meeting

Minutes

Call to Order: President Laura Otten called to meeting to order at 8:35 a.m.

Attendees: Lynn Batchelder, Mike Burde, Mary Jane Evink, Ilise Goldman, Jolia Hill, Lisa Jenkins, Syndee Malek, Laura Otten, Willye Pigott, Tom Reeder, Karen Ruple, Jane Sargent, Sara Shriver, Grace Velchansky, Stacy Vespremi, Fred Williams

Approval of Agenda:

ACTION ITEM: Moved by Ilise Goldman second by Syndee Malek to accept the agenda with the addition of "Strategic Marketing" as an item under New Business. Motion carried.

President's Report: Laura Otten

- Laura expressed her gratitude to everyone present.
- Reminder: There is not be a Board meeting in December.
- Board members will have the option of a virtual meeting in January 2018.

President Elect's Report: Mike Burde

There was not a report

Secretary's Report: Willye Pigott (substitute for Jennifer Allen)

Minutes from the October meeting were shared.

ACTION ITEM: Moved by Syndee Malek second by Lynn Batchelder to accept the minutes from the October meeting. Motion carried.

Treasurer's Report: (Laura Otten shared the report)

ACTION ITEMS: Moved by Mike Burde second by Grace Velchansky to file the Treasurer's report for audit. Motion carried.

Executive Secretary's Report: Sara Shriver

There will be the option of a virtual meeting in January because of possible inclement weather.

New Business:

- Congressional District 13 Representative
- Strategic Marketing

ACTION ITEM: Moved by Grace Velchansky second by Ilise Goldman to accept regretfully, Syndee Malek's resignation as Congressional District 13 Representative.

ACTION ITEM: Moved by Lynn Batchelder second by Grace Velchansky to accept the nomination of Robbin Meeks as Congressional 13 Representative. Motion carried.

ACTION ITEM: Moved by Jolia Hill second by Willye Pigott to appoint Syndee Malek as the Alternate for Congressional 13.

***Strategic Marketing:** Mike Burde

- Mike suggested a strategic committee be established to work on a RFP for marketing.
- There could be four possible areas of focus for marketing: Branding, website design, social media (having a presence) and customer engagement.
- Distribute RFP in December with the blessing from the Board. There are funds (approximately \$1,500) in the budget to get outside assistance with the strategic marketing plan.
- The committee will design a RFP within the next four weeks.
- January: Executive Committee will review marketing proposals.
- Please, contact Mike if you have some input regarding the RFPs.

Title I Reports

*MDE Reports: Fred Williams, Karen Ruple

Karen Ruple:

- The MDE is in the process of reorganization.
- The School Improvement Steering Committee members consist of MDE/Education Organizations, ISDs and LEAs.
- Their purpose is to simplify an effective school/district continuous improvement process and reports.
- There have been two meetings focused on building common background knowledge: Top 10 in 10 and Way of Work.
- The MDE School Improvement conference will convene Monday and Tuesday, November 20-21.
- Keynote speaker, Monday November 20: Dr. Steve Perry
- Keynote speaker, Tuesday, November 21: Dr. John Almarode
- All breakout sessions focus on the implementation of MTSS.

Fred Williams:

- The MDE will be posting the Consultant's position for Team 4 after the holidays.
- The Governor has signed the Legislation for Section 31A.

***NAFEPA Report: Jan Callis Sam Ewing Marie Miller**

Laura has contacted the NAFEPA representatives inquiring about the scholarship information. She is waiting for a response.

Legislative Committee Presentation: Grace Velchansky

Grace shared the power point created by the committee.

***Committee Reports:**

Communications: There was not a report.

Legislative: There was not a report.

Professional Learning: Lynn Batchelder

- The committee is working on finalizing the plans for the Winter Institute.
- Fall Institute survey results have been received (124 respondents).

Ad Hoc Committee to explore new systems: There was not a report.

PNP Project: Laura Otten

- January 26, 2018: The PNP project will be held at MaComb ISD. A flyer will be created to advertise the session.
- Today, Laura and Jolia are meeting with the Ombudsman regarding how to work efficiently with the PNPs.

Boot Camp Project: There was not a report.

CNA Project: Sara Shriver

- The first session convened November 1 at MaComb ISD. There were 21 participants.
- Second session canceled due to inadequate number of registrants.
- Third session planned for December 7 at Kent ISD. There are currently 57 registrants.
- There will possibly be another session at Wayne RESA again later this year.

Adjournment: 11:30 a.m.

Next meeting: Thursday, January 11, 2018, Comfort Inn, Canal Road, Lansing