

Michigan Association of State and Federal Program Specialists
Comfort Inn, Lansing, MI
March 8, 2018
Board Meeting

Minutes

Call to Order: President- Elect Mike Burde called the meeting to order at **8:36** a.m.

Present in Person:

Shelley Alwardt, Mike Burde, Tiffany Campbell, Sam Ewing, Judy Handley, Jolia Hill, Syndee Malek, Sally Perkins, Dodie Raycraft, Sara Shriver, Kristi Teall, Grace Velchansky, Glenda Virden, Fred Williams

Present Virtually:

Jennifer Allen, Lynn Batchelder, Jan Callis, Ilise Goldman, Julie Milewski, Willye Pigott, Tom Reeder, Jane Sargent

Member:

Bethany Deschaine

Approval of Agenda:

ACTION ITEM: Moved by Sam Ewing second by Sally Perkins to approve the agenda as amended. Motion carried.

President's Report: Laura Otten

- No Report

President Elect's Report: Mike Burde

- SLLA will be held on July 25-27 at City Flats in Grand Rapids
- Lodging must be secured by June 3, 2018
- Executive Secretary will send Board members lodging information
- Planning for a family dinner on July 25 and a possible trip to Meijer Gardens on July 26.

Secretary's Report: Jennifer Allen

Corrections/Additions:

ACTION ITEM: Moved by Sam Ewing second by Jan Callis to accept the minutes with the necessary corrections. Motion carried.

Treasurer's Report: Sam Ewing

- By the May Board meeting, the Board will have a good idea of where the organization is financially. The current reports do not include the expenses from committee work or the Winter Institute invoice. At this time, it is anticipated that the organization will end the fiscal year with \$10,000 expense over revenue as opposed to the \$70,000 that was projected.

ACTION ITEM:

Moved by Tiffany Campbell second by Kristi Teall to file the Treasurer’s report for audit. Motion carried.

Executive Secretary’s Report: Sara Shriver

- Correspondence received and shared.
- There is no April Board Meeting.
- The Annual Board Meeting is on June 14 at the Crowne Plaza. The regular Board meeting will take place in the morning with a noon luncheon and Annual Board Meeting immediately following lunch. The meeting should be done by 2:00.
- Thank you to Lynn Batchelder for arranging the virtual meeting opportunity today.
- If a Board member is considering a project proposal for 2018-2019, the proposal paper work is due to Laura Otten by May 4. It will be reviewed and then go before the full Board.
- Congratulations to Syndee Malek who is the new Associate Director of MEMSPA.

Old Business

- OEAA Advisory Committee
 - The first Board member who requested to serve as the MAS/FPS representative to the OEAA Advisory Committee was Stacy Vespremi. Tiffany Campbell will serve as the alternate.

ACTION ITEM:

Moved by Sam Ewing and second by Lynn Batchelder for Stacy Vespremi to be the MAS/FPS representative on the OEAA Advisory Committee and Tiffany Campbell to serve as alternate. Motion Carried

- District 8 Alternate
 - Bethany Deschaine is interested in filling the open District 8 alternate position.
 - The Board will wait to fill this position after the annual elections take place.

- Bethany Deschaine is a current member and is therefore welcome to attend all meetings.

New Business

- National Title I Conference (Judy Handley)
 - Judy Handley presented information to Board members in a PPT format from the National Title I Conference and she has access to the presentations from NASTID if anyone would like to review them.
- Fall Institute Venue Proposals
 - Based on feedback from the Fall Institute surveys, the organization sent a RFP for 2020 and 2021 all around the state for conference venues. Proposals were received from the Grand Traverse, The Radisson in Kalamazoo, Crowne Plaza in Lansing, and the Bavarian Inn in Frankenmuth.
 - The Executive Committee reviewed all proposals. One of the considerations discussed was which venue might get the most registrations.
 - Based on the review, it was determined that the Crowne Plaza had the dates we need with the most competitive proposal.
 - The Executive Committee decided to sign a contract with Crowne Plaza in Lansing.
 - There is no deposit required for the Crowne Plaza. There is a clause in the contract, which allows changes to be made. Therefore, there is no financial liability in the motion.
 - The shift in venue will not change the registration fee. It will allow the organization to maintain a stable fee without having to increase it. The difference in the cost to members will be a reduction in the travel expenses.
 - The Conference Planning Committee will discuss lodging options if participants wish to bring their families.
 - A few survey results requested that the conference be reduced to two days. There is an option to register at an individual daily rate so the organization will maintain the three-day conference.

ACTION ITEM:

Moved by Sam Ewing and second by Jolia Hill to sign a contract with Crowne Plaza Lansing for Fall 2020 and Fall 2021. Motion Carried

- Elections

- The Executive Secretary will send out the ballot today. Voting will close on March 23, 2018.

Title I Reports/MDE Reports (Fred Williams)

- Consultants are reviewing applications. Application review will close in May. If Districts need changes in June they need to contact their consultant.
- Title IV application will be available in May. It is still a separate application in MEGS+.
- Anticipated funding amounts for 2018-2019: Title II budget will decrease 5-8 % state-wide. Title I and IV remain stable and Title III will see an increase. At the Federal level Title II and Title IV are zeroed out for 2019-2020.
- The 2018-2019 CAP is shorter. There will be an assurance page in GEMS.
- For GEMS access, contact Kevin Walters at the MDE.
- There is a new PNP consultation document on OFS website that must be used.
- OFS website has new PNP calculation worksheet. It is currently being tested.
- New Director interviews today. Decision should be made by Monday.
- USED is auditing MDE in May. Dearborn and Cesar Chavez Academy will be visited.
- Michelle Williams is working in Special Populations office right now.
- Spring Workshop registration will be available soon. The workshop will have a new format based on feedback from surveys.

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

- There will be an Executive Board workshop the day before conference starts.
- There are three new officers starting in the fall.

Committee/Work Group Reports:

CNA Project Report: Sara Shriver

- CNA at Van Buren ISD- All superintendents attended.
- March 5 at Kent ISD had 21 participants.
- March 23 at Oakland.
- Traverse Bay Area is interested in scheduling a workshop.

Boot Camps: Judy Handley

- The Principal Leadership Boot Camps are wrapped up.
- The final Directors Boot Camp is tomorrow.
- Judy will contact people who have outstanding invoices.

Professional Development Project Update: Marie Miller

- No Report

Legislature: Jan Callis

- The committee has met the strategic goals and will be working to develop new goals.

PNP Project- Jan Callis

- The project team will submit a proposal for next year.

Communication/Membership: Melissa Duffrin

- No Report

Professional Learning: Lynn Batchelder

- Working on Fall Institute Oct 2-4 Grand Traverse Resort
- Key notes- working Dr. John Hodge from Winter Institute coming back for half day.
- Both snacks have sponsors. Edgenuity will be hosting a Happy Hour event again on the first night and Curriculum Associates is sponsoring the snack on the second day. Snack sponsors save the organization close to \$9,000.00
- Next online committee meeting is March 29

Adjournment: 11:11 pm

Moved by Grace Velchansky second by Sam Ewing to adjourn the meeting.

Motion carried.

Respectfully Submitted by,

Jennifer Allen

Secretary