

Michigan Association of State and Federal Program Specialists
Acme, MI- Grand Traverse Resort
October 2, 2017
Board Meeting

Minutes

Call to Order: President Laura Otten called the meeting to order at 6:00 p.m.

Attendees: Jennifer Allen, Shelly Alwardt, Lynn Batchelder, Mike Burde, Jan Callis, Sam Ewing, Ilise Goldman, Syndee Malek, Julie Milewski, Laura Otten, Jill Pastor, Willey Pigott, Sally Perkins, Dodie Raycraft, Tom Reeder, Michele Sandro, Jane Sargent, Sara Shriver, Grace Velchansky, Fred Williams, Stacy Vespremi

Approval of Agenda:

ACTION ITEM: Moved by Ilise Goldman second by Willey Pigott to approve the agenda as presented. Motion carried.

President's Report: Laura Otten

- Thank you for coming up tonight and we are looking forward to a great conference.
- Thank you to the conference chairs and the chair of PD committee.
- According to communication received from the MDE there is going to be a hold on the new 31a legislation due to feedback from the field.
- Dr. Shareen Tabrizi has sent a communication indicating that her office is not going to present during the conference. She sent a statement from her office and requested it be read to the participants.
- The main changes in the 31a legislation are with eligibility.
- MAS/FPS members will move through the presentation making note of the items that are awaiting clarification.
- Copies of 31a presentation have been made.
- We will give an opportunity for participants to write down questions.

President Elect's Report: Mike Burde

- There is a need to review our presence on social media, website, conference app, to review what our strategy is around engagement with members and potential members.
- Mike has volunteered to chair the committee. Board members should let Mike know if they are interested in being a part of the committee.
- The conversation regarding the next steps will continue at the Executive Committee meeting.

Secretary's Report: Jennifer Allen

Corrections/Additions: None

ACTION ITEM: Moved by Jill Pastor second by Lynn Batchelder to accept the minutes with the necessary corrections/addition. Motion carried.

Treasurer's Report: Sam Ewing

- Report is as of September 25, 2017.
- We have received significant income due to the conference and are in reasonable shape at this time.
- Income from Boot Camps has increased. 75%-80% of participants pay for both Boot Camps at the same time even though second Boot Camp isn't until March.
- The Fall Conference needs to be our primary money maker. We need to monitor income/expenses.
- As of two days ago we had 330 people registered for the conference and we received seven more registrations today. This is a decrease from last year.

ACTION ITEM:

Moved by Syndee Malek second by Jill Pastor to file the Treasurer's report for audit. Motion carried.

Executive Secretary's Report: Sara Shriver

- Grand Traverse resort gave us a free night stay to give away. They will come down and present the gift card during the conference.
- Curriculum Associates is sponsoring one of our breaks for \$2300.
- Edgenuity is providing the flash drives and hosting a hospitality tent.
- Integrasource has provided the book bags.

Old Business

- Region 8 District Representative submitted her resignation effective Sept 30, 2017.

ACTION ITEM:

Moved by Laura Otten second by Sam Ewing that the Congressional District Alternate, Tiffany Campbell, be Congressional District 8 representative on the Board. Motion carried.

New Business

- MAS/FPS offers Partial day/Single day registrations at Institutes.
- MAS/FPS has received a request to provide MSBO members a discounted rate to participate in the 3 hour legislative updates. This would allow us to have a partnership with MSBO. To cover our costs the registration fee would be \$80 for MSBO members. This includes- breakfast, lunch and handouts. MAS/FPS will ask for a free table at the MSBO conference. This special registration fee will be offered to all MSBO members across the state. The \$80 registration fee will not include a membership.
- A question was asked from the Board if we could we maybe get something from MSBO for our members as a result of the special offer to customize the registration fee.

- We will use data from Winter Institute to inform future planning. The Executive Secretary will work with the Professional Learning committee chairperson to evaluate the data.
- The Professional Learning committee will move the work forward from this point forward.

Title I Reports

***MDE Reports (Karen Ruple, Fred Williams)**

Fred Williams OFS:

- Changes in 31a legislation moved MTSS from K-3 to K-8.
- The Title IV program is up and running and the application is in MEGS+. 21 districts received \$30,000 or more.
- There is great flexibility by not transferring however this is the LEA's choice.
- At this time 500 districts have their Consolidated Grant in grant funds available. This is excellent.
- If the Consolidated Application was submitted before July 31st, LEA's will receive a July 1 obligation date.
- At this time 80 districts do not have a foster care liaison identified in EEM. These districts will not be moved to "grant funds available" until a foster care is identified in EEM. The MDE is not withholding funds; they are not processing the application.
- The same person can be identified as homeless liaison and foster care liaison.
- The MDE has named a new Ombudsman, Dr. Terry Nugent. She is currently working on developing protocols and processes.
- The OFS updates will be a whole group presentation at end of day one of the conference. There will be time for small group break outs by Region for Q/A.
- For Title IV districts should calculate the PNP share first. Districts can transfer Title IV funds and PNP doesn't have to however PNPs can transfer if they want but only if the district does.
- Monday was retirement party for Mike Radke. He appreciates his years in partnership with the MAS/FPS organization.
- The Lowest 5% must be identified by September 1st each year. The State will be using the SRO list from Jan 2017 to meet the September 1 requirement.
- The scorecard will be released in December based on spring 2017 assessment results. The scorecard will list the school's percentage. In December the new metrics will be used to identify the comprehensive and targeted support schools. This will be an early warning only.
- The MDE does not expect to name more partnership schools in December.
- The MDE plans to release priority schools based on old releasing criteria.

Karen Ruple: OEII

- A work group has been established to focus on the continuous improvement process. There will be Action Teams to look at redesigning the SIP, Consolidated Application and the PET.
- The Assessment Reimbursement grants are allocated on a per pupil basis. The grant must be submitted by October 20, 2017.

- November 20 and 21 is the School Improvement Conference. On November 21 all breakouts are related to MTSS.

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

- Board retreat was in September. They participated in a continuous improvement process. Each group submitted three recommendations for changes.
- There is no new information yet on the scholarships.
- Reminder that the National conference is in March

Committee/ Work Group Time

- **CNA Project Update**
 - There are 4 sites for the project: Macomb , Wayne, Kent , Vanderbilt
 - The registration site is up and available.
- **Professional Development Project Update**
 - No update
- **Boot Camps Project Update**
 - There have been 3 Boot Camps in the last week. The New Director's Boot Camp was a success.
 - There is a long waiting list for the Director's Boot Camp so the team added a December 8th date. It will take place in Lansing.
 - The Principal and Leadership Boot Camps start next week.
 - Boot Camps have implemented a new online evaluation system.
 - The Brustein ESSA test is being complete during the Boot Camps using SurveyMonkey. The team will use the data to plan presentations.
 - Sam Ewing will send a copy of the quiz in SurveyMonkey. Just let him know if you want it.
 - The partnership with the MDE has worked out well. Fred Williams has been on site during the Boot Camps.
- **PNP Project Update**
 - The team is waiting on confirmations from host sites. The team will post locations on website as soon as they have confirmations.
 - The project chairs are interested in finding ways to decrease the registration fee. This does not need Board approval. Chairs want to decrease the registration fee. Don't have to get Board approval to lower the fee.
 - Please let the project team know if you would like to host a project in your area
- **Legislative Committee**
 - Thank you to the Board members for trying to access miPlace. Oakland RESA is working on the issues.
 - Please login before the November meeting
 - During the November meeting the committee will present the advocacy professional learning piece. The purpose is to build the capacity of our Congressional District representatives and to get feedback on the training.

- The committee had planned to have the presentation materials ready for members on the flash drive but, they decided to wait to get feedback from the Board and will add facilitation notes.
- The committee will put on the flash drive the instructions for accessing miPlace and a sample contact card for the legislative representatives.
- **Communication/Membership Committee**
 - #MASFPS17 for conference
 - There are bookmarks for this conference with save the dates for MAS/FPS Workshops and the Winter Institute.
 - Facebook and Twitter accounts will have the points to remember posted.
- **Professional Learning Committee**
 - A link was sent to Board members with the room hosts for conference. Room hosts should introduce the speaker, make sure needs are met, providing sketch code at the end of the session and give the thank you gift to the presenter.
 - Committee members reviewed the process for the Congressional District breakfast on Thursday morning. Board members please be at breakfast by 7am. The Legislative Committee will give each Congressional District rep a set of legislative contact cards.
 - The Winter Institute schedule will be four half- day sessions
 - Sessions will be : math group, MDE, John Hodges working with at-risk , and Tiffany Kessler.

Adjournment: 8:09 pm

Moved by Sally Perkins second by Lynn Batchelder to adjourn the meeting. Motion carried.

Respectfully Submitted by,

Jennifer Allen

Secretary

