

**Michigan Association of State and Federal Program Specialists  
Hampton Inn, Canal Road, Lansing, MI  
December 13, 2012  
8:30 a.m.-11:30 a.m.**

**MINUTES**

**Call to order:** The meeting was called to order by President Elect Judy Handley at 8:36 a.m.

**Attendance:** Lynn Batchelder, Mike Burde, Jan Callis, Sam Ewing, Max Fulkerson, Judy Handley, Rick Heitmeyer, Denyse Jones, Michele Lemire, Syndee Malek, Maura Otten, Sally Perkins, Willye Pigott, Mike Radke, Karen Ruple, Tom Reeder, Sara Shriver, Karon Yeager

**Excused Absences:** Jennifer Allen, Peggy Coulouris, Paula Daniels, Linda Forward, Margarita Frommert, Ilise Goldman, Penny Joy, Debbie Kitson, Margaret Madigan, Marie Miller, Tricia Root, Michele Sandro, Sharon Spencer, Robert Stead, Kristi Teall, Pam Varga, Grace Velchansky, Glenda Virden, Sue Warren, Fred Williams

**Approval of Agenda:**

Additional item for discussion/action: Michigan Department of Education employee serving as President of MAS/FPS---is this a conflict of interest?

**President's Report:** Margarita Frommert (Excused absence)

**President Elect's Report:** Judy Handley

-MASFPS will continue to consider the two series of suggested dates (Sunday-Tuesday, July 21-23 **or** Wednesday-Friday, July 31-August 2) for the SLLA (Summer Leadership Learning Academy).

-The focus of this year's SLLA is to develop a Strategic Plan for the organization.

-Information and ballots for nominations for the State Leadership Award were distributed. There were six nominees for this award.

**ACTION ITEM:** Moved by Max Fulkerson second by Karon Yeager that two State Leadership Awards are presented. Motion carried.

**Executive Secretary's Report:** Sara Shriver

Data was distributed regarding membership by regions and attendance at the organization's events over the last 3 yrs.

**Secretary's Report:** Willye Pigott

**-Correction:** Change "Regions" to "Congressional Districts" (November minutes)

**ACTION ITEM:** Moved by Sam Ewing second by Denyse Jones that the minutes are approved as amended. Motion carried.

**Treasurer's Report:** Sam Ewing

- The Balance Sheet as of December 7, 2012 was shared.
- The report included a comparison of the profit/loss from the Fall Institutes of 2011 and 2012.

**ACTION ITEM:** Moved by Michele Lemire second by Tom Reeder that the Treasurer's Report be submitted for audit. Motion carried.

**Old Business:** There was not any old business to discuss.

**New Business:**

- MDE employee serving as MASFPS President...is this a conflict of interest?
- After much discussion, it was decided that the immediate Past President will share information/concerns with the President regarding this issue.

**ACTION ITEM:** Moved by Max Fulkerson second by Denyse Jones that the by-laws are revised to indicate that it will be the responsibility of the immediate Past President to have a discussion with a MASFPS officer who might also become an employee of MDE. Motion carried.

**Committee Reports:**

**Communication/Informer:** Rick Heitmeyer  
Please email articles for the *Informer* to Rick.

**Legislative:** Jan Callis

- The committee is exploring ideas/suggestions regarding which information to share with the Congresspersons during the NAFEPA conference in the spring.
- This committee will meet prior to the February meeting.

**Winter Institute**

The recipients for the State Leadership Award will be announced at the Winter Institute.

**Fall Institute:** Syndee Malek

The committee will meet again in January to continue planning for the Fall Institute.

**Title I Reports**

**MDE Reports:**

**Karen Ruple**

- An informational handout was distributed regarding the Data-Driven Dialogue Framework (Lipton & Wellman, 2004).
- This process is completed around two issues: MEAP and DPR (District Process Rubric).
- The DIF (District Improvement Facilitators) and IS (Intervention Specialists) should be working with the District representatives to help resolve issues at the district level, not working in the buildings.

**Mike Radke:**

-MDE is starting to use the GEMS (Grants Electronic Monitoring System) for program monitoring.

-As Districts begin using GEMS, training will be provided.

-Top six factors to help accelerate student achievement:

1. Highly effective and committed teaching staff
2. High expectations for students
3. Use of data to inform decisions and help change instruction
4. Strong leadership at the District and school levels
5. Implementing a system of tiered interventions
6. Additional tutoring or targeted assistance for students

**MEGS+:**

-The deadline for the amendment of Title I School Selection and the Consolidated Application will be pushed back because of some challenges with MEGS+.

-The School Improvement template is currently not available in the ASSIST platform (Advanced). It will probably be available in February.

**Federal Legislation:**

-Education is going to be a huge issue over the next year.

-There are currently nine major education bills overdue for reauthorization.

**NAFEPA Report:** Sam Ewing

-Information regarding the NAFEPA conference is available at [www.nafepa.org](http://www.nafepa.org)

-A committee will review the NAFEPA scholarships applications after the January meeting.

**Adjournment:** 12:07 p.m.

Respectfully Submitted,  
Willye Pigott  
Secretary