

Michigan Association of State and Federal Program Specialists

Hampton Inn, Lansing

May 9, 2013

8:30 a.m.-11:30 a.m.

MINUTES

Call to order: The meeting was called to order by President Margarita Frommert at 8:40 a.m.

Attendance: Jennifer Allen, Mike Burde, Jan Callis, Paula Daniels, Sam Ewing, Margarita Frommert, Judy Handley, Syndee Malek, Marie Miller, Sally Perkins, Willye Pigott, Tom Reeder, Karen Ruple, Sara Shriver, Kristi Teall, Glenda Virden, Karon Yeager

Guests: Robbin Meeks (Detroit Public Schools), Kathleen McBroom (Southfield Public Schools), Jill Pastor (Southgate Public Schools)

Excused Absences: Lynn Batchelder, Peggy Coulouris, Max Fulkerson, Ilise Goldman, Rick Heitmeyer, Denyse Jones, Penny Joy, Debbie Kitson, Michele Lemire, Margaret Madigan, Laura Otten, Mike Radke, Tricia Root, Michele Sandro, Jan Smith, Sharon Spencer, Robert Stead, Pam Varga, Grace Velchansky, Sue Warren, Fred Williams

President's Report/Comments: Margarita Frommert

- Margarita acknowledged this week as Educators' week.
- She also shared two inspiring quotes.

Past President's Report: Tom Reeder

*Elections: This is the year of election for Congressional Representatives for odd number Congressional Regions (e.g. Regions 1, 3, 5, 7, etc.)

- Election results:
 - President Elect: Marie Miller
 - Secretary: Willye Pigott
 - Congressional Region 1: Vacant
 - Congressional Region 3: Mike Burde
 - Congressional Region 5: Ilise Goldman
 - Congressional Region 7: Willye Pigott
 - Congressional Region 9: Grace Velchansky
 - Congressional Region 11: Jan Callis
 - Congressional Region 13: Syndee Malek
- The 2013-14 MASFPS Board Members Directory was shared with the members present.
- Alternates were appointed to the following Congressional Regions:
 - Congressional Region 2: Lynn Batchelder
 - Congressional Region 3: Laura Otten
 - Congressional Region 4: Kristi Teall
 - Congressional Region 5: Sue Warren
 - Congressional Region 11: Penny Joy

Congressional Region 12: Kathleen McBroom
Congressional Region 13: Jolia Hill
Congressional Region 14: Sally Perkins and Robbin Meeks

ACTION ITEM: Moved by Mike Burde second by Jennifer Allen to accept the appointment of the Congressional Regions Alternates. Motion carried.

President Elect's Report: Judy Handley

- Attendees were reminded that the dates for the Summer Leadership Learning Academy (SLLA) are Wednesday-Friday July 31-August 2, 2013.
- The SLLA will be held at Boyne Highlands, Harbor Springs, MI.
- SLLA will focus on the development of the MASFPS Strategic Plan.
- A **draft** of the proposed SLLA agenda was also shared with the members.

Executive Secretary: Sara Shriver

- Annual Meeting---The agenda is available and will be revised to include the names of the new Alternates.
- The date for the Annual Meeting is June 13, 2013 following the regular board meeting. The fee for Guests to attend the Annual Meeting is \$25.00.
- A **draft** of the 2013-14 Proposed MAS/FPS calendar of events was shared with the members present.
- The Fall Directors Institute will be held September 25-27, Lexington Hotel, Lansing.

ACTION ITEM: Moved by Paula Daniels second by Marie Miller to accept the 2013-14 Proposed MAS/FPS calendar with the updates. Motion carried.

Secretary's Report: Willye Pigott

- The minutes from the March meeting were reviewed
- There were not any corrections or additions.

ACTON ITEM: Moved by Judy Handley second by Syndee Malek that minutes be approved as presented. Motion carried.

Treasurer's Report: Sam Ewing

- Most of the major invoices have been paid.
- A few invoices are still pending.

ACTION ITEM: Moved by Judy Handley second by Sara Shriver to submit the Treasurer's report for audit. Motion carried.

Old Business: None

New Business

***Evaluation and Data Use Project Proposal---**Sam Ewing

- In collaboration with MDE and ISDs, MAS/FPS will provide a series of workshops on using data and the MDE Evaluation tool.
- There will be on-line support available to participants through learning tools LearnPort
- The first workshop will be held August 13, 2013 at the Lexington Hotel. This will be an all day workshop focusing on using interim and formative assessment data to drive instructional decisions and the school improvement process.
- Subsequent workshops will be half day sessions held regionally around the state to introduce the MDE Evaluation Tool and provide guided work time for participants to begin the evaluation design for their district/school.

ACTION ITEM: Moved by Sara Shriver second by Sally Perkins to accept the Evaluation Project proposal as presented. Motion carried

***ESEA Reauthorization---**Sam Ewing

- The goal of the project is to develop and produce support materials for membership related to the reauthorization of ESEA.
- The project is proposed in three Phases. Phase I will include setting the expectations, creating a common format/frame for materials, develop a rubric for the product and develop a plan for the product; Phase II—create the product and Phase III—develop professional development opportunities for the membership related to the newly reauthorized ESEA requirements.

ACTION ITEM: Moved by Glenda Virden second by Tom Reeder to accept the ESEA proposal as presented. Motion carried.

***Financial Project:** Marie Miller

- The influx of new programs and finance personnel with numerous audit findings has created requests for technical assistance.
- This project will provide support to districts to assist program and finance coordination efforts to enhance implementation of Federal Programs.

ACTION ITEM: Moved by Judy Handley second by Paula Daniels to accept the Financial Proposal as presented. Motion carried.

***Parent Involvement Project:** Marie Miller

- This project will provide continued support for schools/districts to review and improve their parent involvement to meet State/Federal requirements and improve student achievement.
- There are five Phases included in this project.

ACTION ITEM: Moved by Syndee Malek second by Judy Handley to accept the Parent Involvement proposal as presented. Motion carried

***Boot Camps 1 and 2—Judy Handley**

- This project will provide Boot Camps 1 and 2 for Federal Program Directors, Facilitators and Coordinators and as many regional Principal Boot Camps for Title I buildings as can be accommodated.
- The Principals' Boot Camps will be regional in cooperation with the area ISDs and districts.

ACTION ITEM: Moved by Sam Ewing second by Marie Miller to accept Boot Camps 1 and 2 proposal as presented. Motion carried.

***Processes and Procedures Project---Tom Reeder**

- This task is still in the planning stages.
- The committee has contacted the Regions to submit samples of their written processes and procedures.
- The committee is requesting to extend their duties to this project for another year.

ACTION ITEM: Moved by Jan Callis second by Sally Perkins to continue this process for another year. Motion carried.

Awards---Judy Handley

There are four annual awards:

- Linda Brown Lifetime Achievement:
- Educators' Award
- Roberta Stanley Legislative
- Exhibitor's Award

Committee Reports:

Legislative---Jan Callis.

- The short term goal is to build capacity with the Congressional Representatives and Legislators.
- The committee is planning to schedule a meeting with Mike Radke.

Fall Institute—Mike Burde

- The keynote speakers have been secured.
- A **draft** of the agenda is forthcoming.

Title I Report----Karen Ruple

- Based on the ESEA Waiver, choice/transportation is no longer a requirement for Priority/Focus schools.
- June 20 is the next meeting for Early Planning regarding potential Priority schools.
- There will not be a “place holder” in the Consolidated Application for language this year regarding Priority/Focus schools.
- If a school is on the potential list (Priority/Focus), budget with the set aside funds as if the school is a Priority/Focus school.

NAFEPA---Marie Miller

- There have been by-laws changes at NAFEPA.
- The organization can appoint another NAFEPA representative based on the changes in the by-laws (Marie and Sam will get clarification regarding this information).

Adjournment: 11:22 a.m.

ACTION ITEM: Moved by Marie Miller second by Sally Perkins. Motion carried.

Respectfully Submitted,
Willye Pigott, Secretary

Next meeting Thursday, June 13, 2013, Lexington Hotel, Lansing