

Michigan Association of State and Federal Programs Specialists
Lexington Hotel, Lansing, MI
Regular Meeting
February 7, 2013
6:00-9:00 p.m.

MINUTES (Revised)

Call to Order: The meeting was called to order at 6:00 p.m. by President Margarita Frommert

Attendance: Lynn Batchelder, Mike Burde, Jan Callis, Sam Ewing, Margarita Frommert, Max Fulkerson, Ilise Goldman, Judy Handley, Laura Otten, Sally Perkins, Willye Pigott, Mike Radke, Tom Reeder, Karen Ruple, Michele Sandro, Sara Shriver, Sharon Spencer, Pam Varga, Glenda Virden, Sue Warren

Excused Absences: Jennifer Allen, Peggy Coulouris, Paula Daniels, Rick Heitmeyer, Denyse Jones, Penny Joy, Debbie Kitson, Michele Lemire, Margaret Madigan, Syndee Malek, Marie Miller Tricia Root, Jan Smith, Robert Stead, Kristi Teall, Grace Velchansky, Fred Williams, Karon Yeager

Approval of Agenda

ACTION ITEM: Moved by Lynn Batchelder second by Glenda Virden that the agenda is approved as presented. Motion carried

President's Report: Margarita Frommert

- Margarita commended Sara for “stepping up” to facilitate part of the morning of the first day the Winter Institute.
- Margarita has been employed by Michigan Department of Education since December and appreciates how MDE and this organization work together.

President Elect's Report: Judy Handley

- Judy shared the “Save the Date for the SLLA” (July 31-August 2, 2013 --Boyne Highlands in Harbor Springs) and the proposed agenda. Details regarding the resort accommodations and activities will follow at a later date.
- Judy has been in contact with Rhonda Tyree regarding the possibility of presenting information on Strategic Planning during the SLLA
- Rhonda would like to meet with an ad hoc committee the end of April to **discuss** the Strategic Planning information she could share at the SLLA. She would also like to attend the May meeting to do a survey of what the group would like in regards to Strategic Planning.
- Judy is thinking about a book for the book study.
- We need to start a survey for the Leadership Awards. Sam and Judy will be putting together a survey in March or April. Nominations will be shared at the May meeting.

Executive Secretary's Report: Sara Shriver

- Sara shared information regarding the On-line Registration System Contract.

- A committee (Sam Ewing, Sara Shriver and Tricia Root) met with other on-line vendors. After a comparison of two vendors (C-Vent and Sign-Up 4), the committee reached a consensus to recommend to the Board that C-Vent remains the vendor for On-line Registration. Detailed reasons for the recommendation will be furnished upon request.
- A Work Group has been formed to review the Congressional Districts Reconfiguration Work. Members of the Work Group: Sam Ewing, Tricia Root, Bob Stead, Max Fulkerson, Sara Shriver, Judy Handley, and Marie Miller. Detailed tasks the Group will work on will be furnished upon request.
- Election this year is for the odd number years of District Congressional Representatives.
- Julie Milewski (a presenter for Winter Institute) is ill and will be unable to attend the Institute, February 8. Laura Otten graciously agreed to be the Keynote Speaker: Family Engagement

Secretary's Report: Willye Pigott

Willye thanked Karen Ruple for taking the minutes at the January meeting.

Correction to the January minutes: Glenda Virden was present. Spelling of Willye's last name should be "Pigott."

ACTION ITEM: Moved by Sam Ewing second by Judy Handley that the minutes are approved with the necessary corrections. Motion carried.

Treasurer's Report: Sam Ewing

The Balance Sheet as of February 2, 2013 was shared; cost for contracted services will be down significantly.

ACTION ITEM: Moved by Sue Warren second by Glenda Virden that the Treasurer's report be submitted for audit. Motion carried.

Old Business: On-line Registration--Sam Ewing

- Only two of the companies have similarities to what the organization is doing.
- C-vent costs approximately \$160 more than Sign-Up 4.
- Both companies have detailed reports; both companies have mobile applications.
- The committee recommends that the organization remains with C-Vent.
- MASFPS currently has a 3 year contract with C-Vent which needs to be renewed in March, 2013.

ACTION ITEM: Moved by Tom Reeder second by Sue Warren that MASFPS maintains C-Vent as the vendor for On-line Registration. Motion carried.

New Business:

- Mike Burde requested financial assistance to attend the NAFEP conference (Washington, DC) as one of the recipients of the State Leadership award.

- Sara shared that the organization could pay the fees/expenses for registration, hotel and travel.

ACTION ITEM: Moved by Glenda Virden and second by Max Fulkerson that the organization provides financial assistance (registration fee, lodging and travel expenses) to Mike Burde to attend the NAFEPA conference (April, 2013). Motion carried.

Committee Reports

Fall Institute: Mike Burde

The committee for the Fall Directors' Institute needs to meet very soon to **continue** planning for the Institute.

Legislative: Jan Callis

The Legislative Committee will meet after the Board meeting in March.

Title I Reports:

MDE

Karen Ruple:

- The ASSIST platform is scheduled to go active this weekend (February 9). The assigned tasks will be listed for each school when you click on the Diagnostic/Survey.
- Please complete the tasks that are listed for your school.
- Please make sure your school is assigned as Targeted Assisted or School-wide.
- If the status of a school needs to be changed from Targeted Assisted to School-wide, please contact Ann Check (MDE).
- The Assurances are only for Advanc-ed schools during their visit year. NCA schools are now referred to as Advanc-ed Schools.
- The student performance worksheet is only for the Advanc-ed schools.
- MDE is in the process of revising the School Improvement Framework.
- Karen would like to present the DRAFT to the MASFPS Board at the March meeting to get some feedback.
- The Framework is being revised because the research has changed regarding information in the current Framework.
- The plan is to pilot the Framework in the fall, 2013 with implementation in 2015.

Mike Radke

- If Sequestration happens it will affect the allocations for July and forward.
- The National Title I conference was outstanding.
- Two of the highlights were: each state had the opportunity to showcase two distinguished schools, one high achieving school and one school for closing the achievement gap.
- Both schools were teaching the basics very, very well. There were excellent community support, great data systems, turned around teaching staff, great administrators and a strong curriculum.

- The majority of the sessions were recorded and the videos will be available to purchase (February 19, 2013). The series of videos could be used for professional development.
- Judy suggested that if the videos are available, the organization should consider subscribing to NASTID (National Association of State Title I Directors) to have access to the videos.

NAFEPA Reports: Sam Ewing

- A committee reviewed the scholarship applications.
- Three of the applicants will be awarded scholarships in the amount of \$1,500, \$1,000 and \$500.
- Sam recommended that a fourth scholarship be awarded in the amount of \$250.

ACTION ITEM: Moved by Sam Ewing second by Sue Warren that a fourth scholarship is awarded in the amount of \$250.

Adjournment: 7:43 p.m.

Respectfully Submitted,
Willye Pigott
Secretary