

Michigan Association of State and Federal Program Specialists
Comfort Inn (Lansing, MI)
Thursday, January 12, 2017
Board Meeting

Minutes

Call to Order: The meeting was called to order by President-Elect Laura Otten at 8:37 a.m.

Attendees: Sue Baldwin, Lynn Batchelder, Mike Burde, Jan Callis, Bethany DeSchaine, Sam Ewing, Judy Handley, Jolia Hill, Laura Otten, Jill Pastor, Sally Perkins, Willye Pigott, Sara Shriver, Karen Ruple, Glenda Virden, Fred Williams

Virtual Attendees: Jennifer Allen, Ilise Goldman, Lisa Jenkins, Julie Milewski, Stacy Peterson, Dodie Raycraft, Tom Reeder

Excused Absences: Shelly Alwardt, Tiffany Bunge, Marcia Cleland, Paula Daniels, Melissa Duffrin, Syndee Malek, Robbin Meeks, Marie Miller, Melanie Paul, Michele Sandro, Jane Sargent, Kristi Teall, Grace Velchansky

Approval of Agenda:

ACTION ITEM: Moved by Lynn Batchelder second by Jill Pastor to approve the agenda with the additions of “BAA Representative for Advisory Committee” and “Tool Software” under New Business. Motion carried.

President’s Report: Syndee Malek (excused absence)

President-Elect’s Report: Laura Otten

- The Executive Committee has been reviewing the Fiscal Policies and Procedures of the organizations’ Policy manual and will bring information back to the Board in the future.
- Dates for the SLLA are July 26-28, 2017, Bavarian Inn, Frankenmuth. Details will be forthcoming.

Executive Secretary’s Report: Sara Shriver

- A Thank You card from Kristi Teall was shared.
- The Board meeting in February will be held Thursday evening, February 2 at 6:00 p.m. Dinner will be served a 5:30 p.m.
- As of today, there are 287 registrants for the Winter Institute.

Secretary’s Report: Willye Pigott

The November minutes were shared and reviewed.

ACTION ITEM: Moved by Sam Ewing second by Bethany DeSchaine to accept the minutes. Motion carried.

Treasurer’s Report: Sam Ewing

Financial reports from July 1-December 15, 2016 were shared.

ACTION ITEM: Moved by Mike Burde second by Bethany DeSchaine to file the Treasurer’s report for audit. Motion carried.

Old Business:

Update on Congressional Representatives and Alternates

- Alternates are needed for Districts 1 and 2. Lynn Batchelder is continuing to seek an Alternate for District 1.
- Jan Callis introduced Sue Baldwin as the new Alternate for District 11.

Ad Hoc Committee Update: exploring new system (Sam, Judy, Sara)

- Sam shared information from four vendors (C-Vent, Regonline, Wild Apricot and Event Brite). Some of the vendors charge a fee for credit card usage.
- C-Vent has made some adjustments and added a membership module.
- The committee recommended that the Board renews its contract with C-Vent (\$9,800/annually which includes training).

ACTION ITEM: Moved by Jill Pastor second by Sally Perkins to accept the recommendation. Motion carried.

Scholarship Update: Jan Callis

- There were four NAFEPA Scholarship applications submitted (Donnell Williams—Riverview, Ashley Ingles—Wayland Union, Tom Purves—Clarkston and Hanna Rice—Ferris State).
- The Committee reviewed the applications.
- A new requirement on the application this year required the applicant to have the signature of a MAS/NAFEPA member.
- Jan will get clarification regarding whether the signature needs to be from a MAS/NAFEPA member in the school district or state.

Leadership Award Update:

- There were eight nominees (with five eligible) for the NAFEPA State Leadership Award.
- The Executive Committee reviewed the nominations. (Michele Sandro, Michelle Patton, Jill Pastor, Katie Doer-Parker, Sybil Lenz)
- The Executive Committee recommended two of the nominees.
- After discussion regarding past practices and procedures for selecting the Leadership Award recipients, Sara will email the nominees’ information to all the voting Board members.
- The voting Board members will vote for the nominees to be selected for the award.
- The winners will be announced at the Winter Conference

New Business

Tool Software (Sam Ewing)—see Old Business

BAA Advisory Committee (MAS Representative):

- This committee meets four times during the year.
- Paula has been the MAS representative and would like to pass it on to someone else on the Board. She is willing to attend if the new representative is unable to attend.
- Jill Pastor and Dodie Raycraft are interested in representing MAS on this committee. Laura will email the detailed information to them.

Title I Reports

MDE (Karen Ruple, Fred Williams)

Fred Williams:

- The Consolidated Application amendment has been extended to January 17, 2017.
- It is time to begin scheduling the meaningful consultations with the PNPs (Private Non-Profits). A sample assurance statement will be provided.
- Congratulations to the 2016-17 Distinguished Schools: Forest View Elementary (Cadillac Area) and H.D. Crull (Port Huron).
- ESSA Formula Grants memorandum will go to Superintendents today.
- The vacancy for the Ombudsman will be posted this week.
- During 2017-18, districts will receive 3% less Title I and Title IIA funding.

Karen Ruple:

- The school improvement process is not changing.
- SRO (School Reform Office) is no longer requesting the completion of the Unpacking Tool.
- Ed Yes Report is due March 17, 2017.
- Program Evaluation Tool (PET) is due June 30, 2017.
- -Survey of Enacted Curriculum conference (April 19, Okemos conference center) on-line registration is open.
- ESSA: MDE is still planning on an April date submission of its plan to USED.
- PSAT will be the state assessment for grade 8 (spring 2017).

NAFEPA Reports (Marie Miller, Sam Ewing)

- The conference is March 19-22, 2017; registration deadline is February 1
- Marie is working on the Michigan delegation dinner plans.

Winter Institute Update: Lynn Batchelder

- Day 1 (February 2, 2017): Tiffany Winters and MDE updates
- Day 2: Doug Fischer---The time frame has changed to end at 2:00 p.m. because of travel arrangements.
- Sara and Paula will share information regarding what a great Comprehensive Needs Assessment looks like.

Adjournment: 11:13 a.m.

Respectfully Submitted,

Willye Pigott

Secretary

Next meeting: February 2, 2017, 6:00 p.m., Crowne Plaza