

Michigan Association of State and Federal Program Specialists

October 5, 2015

Minutes/Notes -revised

Attendance: Laura Otten, Marie Miller, Glenda Virden, Sally Perkins, Michele Sandro, Tom Reeder, Mike Burde, Paula Daniels, Grace Verchansky, Judy Handley, Sam Ewing, Jennifer Allen, Syndee Malek, Jan Callis, Jill Pastoor, Lynn Batchschelder, Karen Ruple
Guest: Craig Hookstra – Tom brought Craig tonight b/c ~~who~~ (he) is taking over grand (grant) programs to learn about “in his district.”

Correction: changed “who” to “he;” changed “grand” to “grant”

Call to Order: Laura called the meeting to order at 6:05

Approval of Agenda: Glenda moved and Jill seconded. Motion carried

Approval of Minutes: Syndee moved and Lynn seconded. Motion carried

Presidents Report

- Sara Shirver’s mother-in-law passed away and we sent a plant.
- Introduced Karen Lezon ---- the new Secretary

President – Elect Report: Syndee asked for suggestions for the SLLA location

Treasurer’s Report – Sam reported that we are in a good position financially. We have collected money for the Fall Directors conference but haven’t paid the bills yet. Sam reviewed the documents. Discussion about the CDs - He shared that we started using certificates of deposit in 2010 and it has paid off for us. We have made about \$3300 - \$25000 in the last five years

Old Business: Jan still needs to finalize her permission to be the NAFEPA rep with Oakland.

MAS/FPS Policy Manual – last pieces added to our “~~by-laws~~” (NAFEPA section). The manual has gone through the first edit so we are good to go for now. We should have received an electronic copy. Marie moved and Sam seconded. Motion carried.

Correction: changed “by-laws” to “NAFEPA section”

We reviewed individual goals with partners. Judy shared her goal about increasing registrations for Boot Camps and there was a discussion on that.

Laura led through a process to develop a vision for MAS/FPS. There were several schools of thought that arose and we have several versions.

New Business:

- Rick Heitmeyer got a different job so had to resign from the board. Tom moved, Sally seconded. Two people did not support his decision but we will be accepting his resignation anyway.
- December board meeting – did not have one last year. Neither Laura nor Syndee will be able to be there. Marie would have to run it. Wondering if we would have a quorum – and that quorum has to be of voting members. If it is cancelled. Lynn would still like to figure out how to have a winter institute meeting. What about NAFEPS Scholarship? Do we have to share it in December? It gets sent out electronically as soon as it comes. Laura will send out a survey to determine if there will be a quorum.

Committees had work time:

- Legislative
 - Thursday during the break is the update. That will probably be when people are checking out. Maybe do it right before Tiffany in the am?

- Congressional reps will be in the regional update sessions so that they can be introduced
- Going to put the slide of data results on the tables and they will start at 8:25 on Thursday to tell people about it.
- If we cancel December, that was when Wendy Larvick was coming
- Following the November meeting, there is an informal work session for members on a legislative module; there is also a Professional Learning meeting scheduled at that same time.
- Membership Committee
 - Having an exhibit at the MAPSA conference. Judy, Sally and ~~Joiia~~ (Jolia) will be manning the event. They created bookmarks for Special Pops and they will use these at the MAPSA exhibit
 - Correction: change “Joiia” to “Jolia”
- Professional Learning – already met
 - Thanks for introducing speakers and sharing SCECH code
- Communications
 - Mike and Tom looked at the survey results which said that the membership does not read the newsletter, does not look at website, does not read the info that comes out, they get their info from eBlast from MDE and different meetings (seemed like regional meetings). Seems like that with the amount of time and energy we put into things, people are not paying attention. Only 82/600 responded – maybe 12%.
 - Mike will send out the link to the survey results
 - What about sharing the survey link at the conference? Put it on the screen right away in the AM

MDE Reports

Paula Daniels

- Thanks for responding to the survey; will share results
- Paula asked about the birthday worksheet drawing for the posters. Should it be passed out tomorrow or just do it during the birthday party then post names of winners on board? They will pass out tomorrow so that people can start working on it. Make it part of the morning announcement.
- Still working through what the SW Flexibility will look like.

Karen Ruple

- Shared a handout with early literacy grant criteria

NAFEPA Reports

- Working on reorganizing and consolidating work groups
- A handbook was changed without permission so they are going through the process of written processes and procedures by next spring. Will be modeled on our handbook.
- Board voted to add a fourth \$2500 scholarship – an Elizabeth Pinkerton scholarship. Not sure of criteria yet; anticipate getting info to send out in early December

Motion to adjourn at 8:35 am – Sam moved, Jill seconded. Motion passed.