

Michigan Association of State and Federal Program Specialists

**Comfort Inn, Lansing
Thursday, September 8, 2016
8:30-11:30 a.m.
Board Meeting**

Minutes (revised)

Call to Order: The meeting was called to order by President Syndee Malek at 8:36 a.m.

Attendance: Jennifer Allen, Lynn Batchelder, Mike Burde, Jan Callis, Bethany DeSchaine, Sam Ewing, Linda Forward, Ilise Goldman, Jolia Hill, Syndee Malek, Julie Milewski, Marie Miller, Jill Pastor, Sally Perkins, Willye Pigott, Mike Radke, Dodie Raycraft, Tom Reeder, Sara Shriver, Kristi Teall, Grace Velchansky

Excused Absences: Shelly Alwardt, Paula Daniels, Judy Handley, Kathleen McBroom, Robbin Meeks, Laura Otten, Karen Ruple, Michele Sandra, Glenda Virden, Fred Williams

Guests: Melissa Duffrin, Tiffany Bunge-Munch

Approval of Agenda:

ACTION ITEM: Moved by Lynn Batchelder second by Bethany DeSchaine to approve the agenda as presented. Motion carried.

President's Report: Syndee Malek

There was not a report at this meeting.

President Elect's Report: Laura Otten (Excused Absence)

Executive Secretary's Report: Sara Shriver

Regional Title I meetings: Please email the dates, locations, costs to Sara Shriver prior to the Fall Institute.

Secretary's Report: Willye Pigott

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

Correction/Addition: The June minutes need to be amended to reflect that Karon Yeager did not receive flowers nor a card from the organization in appreciation for her service on the Board.

ACTION ITEM: Moved by Marie Miller to amend the June minutes to strike the statement from the minutes, second by Sam Ewing. Motion carried.

Treasurer's Report: Sam Ewing

- The invoices from the Summer Leadership Learning Academy (SLLA) have been paid.
- Liability insurance fee has been paid. The bonding insurance payment is pending.

ACTION ITEM: Moved by Jill Pastor second by Mike Burde to submit the financial report for audit. Motion carried.

Old Business:

- *Legislative Discussion (Jan Callis and Grace Velchansky)
- Revisit the organization's Strategic Plan
- During work time at the November meeting, each committee will review its Strategic Plan to help determine the status of the plan.

Congressional Representatives and Alternates:

Region 1: TBD (needs a Representative and Alternate)

Rick Heitmeyer was asked to consider the role as Region 1 Representative. He is seeking financial support for membership in the organization if he accepts this role. The organization isn't able to offer this support at this time.

Sara will share this information with Rick and ask if he knows someone who might be available to represent Region 1.

Region 2: Alternate-TBD by Lynn Batchelder

Region 5: TBD by Ilise Goldman

Region 6: Lisa Jenkins (Alternate)

Region 7: Melissa Duffrin (Alternate)

Region 8: Tiffany Bunge-Munch (Alternate)

Region 10: Melani Paul (Alternate)

Region 11: TBD by Jan Callis

New Business: There was not any new business to discuss.

Title I Reports

*MDE Reports (Linda Forward, Mike Radke)

Linda shared three areas of information with the Board:

School Improvement Plans:

- MDE is in the process of streamlining the SIP to a two page template as an option. Schools will be offered this option during the 2018-19 school year.
- Districts will not have this option for the DIP (District Improvement Plan).
- The Diagnostics (in ASSIST) will still be available as options.
- Details regarding the two page template will be shared at the School Improvement conference in November
- SRO (School Reform Office) is no longer requiring Priority schools to complete the Unpacking Tool.

Technology Plan

- MDE is in the process of developing a tech plan during the fall or winter.
- It will include the infrastructure information and how to get staff involved.
- Data hubs are forthcoming. They are bringing together the student data. Districts will be able to move information into and out of the hubs.

Early Literacy:

- There are grant funds available for Extended Learning Time.
- Please encourage all districts to apply for these funds.
- The Professional Learning component is coming soon.
- MDE will be moving to Early Math as an area of focus beginning 2017-18 school year.

Mike Radke:

- Every LEA needs to identify a Foster Care liaison by December 1, 2016. This information needs to be entered into EEM.
- OSR (On-Site Reviews) notifications are coming soon.
- GEMS will be utilized for the OSRs. GEMS training is very valuable and the system has been simplified.
- The Special-Populations conference will be held September 19-20 and is currently at capacity.
- Supplement/supplant Title I Part A: The new regulations were released this week. LEAs must provide evidence that equal state and local funds are allocated to high poverty

schools. Law prohibits MDE from checking strategies and activities for supplement/supplant.

- These provisions (for supplement/supplant) go into effect at the beginning of the 2017-18 school year.

NAFEPA Reports (Marie Miller, Sam Ewing and Jan Callis)

- Marie: The NAFEPA Board is getting ready for the fall conference.
- NAFEPA is trying to get all states to have the same time line for representatives.

Committee Reports:

***Legislative:** Grace Velchansky

- Grace shared the miPlace website for information regarding the various legislative Modules
- This information will be rolled out during the meeting in October,
- Jan would like for the Board to view the miPlace web site prior to sharing it with the members. Jan will send the miPlace link to the Board members for their feedback.

***Professional Learning:** Tom Reeder

- Arrangement are all set for the Fall Institute in Traverse City.
- The committee is seeking one representative from each region to sit with MAS/FPS members (from their region) during breakfast to engage in networking.
- There will be night activities for the first two nights during the Institute.
- A book (*Off the Clock*) will be purchased for every attendee at the Institute.
- Currently, there are approximately 300 registrations for the Institute. The goal is 400 participants.
- February 2-3, 2017 Winter Institute (Lynn Batcheler)
- Doug Fisher—(Teacher Instruction) will be the keynote speaker for Day 2.

***Communications:** Julie Milewski

- A DRAFT of the postcard for new membership was shared.
- There was input/ideas from the Board members and revisions were made.
- Sam will assist the Committee with the mailing process of the card.

Ad Hoc: Sam Ewing

- C-vent contract expires March, 2017. It has many features that don't align with what the needs of the organization.
- Sam is seeking participants to explore other options. Please contact Sam if you would like to work on this committee.

*Mike Burde will share a summary regarding the book (*Off the Clock*) after the meeting in November.

Adjournment: The meeting adjourned at 12:05 p.m.

Respectfully Submitted,

Willye Pigott

Secretary

Next meeting Tuesday, Oct. 4, 2016, 6:00 p.m. (Grand Traverse Resort, Traverse City)