

**Michigan Association of State and Federal Programs Specialists**

**Comfort Inn, Lansing, MI**

**September 11, 2014**

**8:30 a.m.**

**MINUTES-revised**

**Call to Order:** The meeting was called to order at 8:36 a.m. by President Marie Miller.

**Welcome:** Marie welcomed Shelly Alwardt (not Aldridge) new alternate for District 9.

**Correction:** Changed Shelly “Aldridge” to “Alwardt”

**Attendance:** Jennifer Allen, Shelly Alwardt, Lynn Batchelder, Mike Burde, Jan Callis, Sam Ewing, Phil Francis, Max Fulkerson, Ilise Goldman, Robin Meeks, Marie Miller, Laura Otten, Jill Pastor, Sally Perkins, Willye Pigott, Mike Radke, Tom Reeder, Karen Ruple, Sara Shriver, Sharon Spencer, Kristi Teall, Karon Yeager

**Excused Absences:** Judy Handley, Rick Heitmeyer, Jolia Hill, Syndee Malek, Kathleen McBroom, Arnae Sajdak, Michele Sandro, Grace Velchansky, Glenda Virden, Sue Warren

**Guest:** Brett Zuver

**Approval of Agenda**

**ACTION ITEM:** Moved by Jill Pastor second by Lynne Batchelder . Motion carried.

**President’s Report**—Marie Miller

- Evaluations from the Summer Learning Leadership Academy (SLLA) were given to Laura Otten (President Elect).
- Marie needs revisions of the work group goals and deliverables/updates to the Strategic Plan. Please email the updates to Sara by September 30, 2014.
- Marie thanked Lynne Batchelder for editing the Policy/Procedures manual during the SLLA.

**President Elect’s Report**—Laura Otten

- Laura has begun researching locations for the 2015 SLLA.
- Tentative dates for the SLLA are the last week in July.

**Executive Secretary’s Report**—Sara Shriver

- Paperless meetings have begun (September).
- The *Former* is almost ready to be published.
- Approximately 300 registrations have been received for the Fall Institute (Traverse City).
- The organization’s goal is 400 participants or 5% increase in participation from the previous year.
- If you have documents for the Board meeting, please email them to Sara one week prior to the Board meeting.
- Agenda items also need to be emailed to Sara one week prior to the Board meeting.
- After each Board meeting, any document shared at the meeting will be posted on the organization’s website under “resources.”

**Secretary’s Report**—Willye Pigott

**Corrections:** Add Jan Callis to the excused absence list for the June 12, 2014 meeting.

**ACTION ITEM:** Moved by Jill Pastor second by Lynne Batchelder. Motion carried.

**Treasurer’s Report**—Sam Ewing

- An accounting firm is working on the tax and audit forms. Hopefully, they will be available at the next meeting.
- Many people are using credit cards to pay for registrations.

**ACTION ITEM:** Moved by Jill Pastor second by Phil Francis. Motion carried.

## **Old Business:**

Policy/Procedures Manual: Please review sections B, C and E.

- These sections will be brought to the next meeting as an action item.
- Review pages 131-138, please email your comments to Marie prior to the September 30 Board meeting.

## **New Business**

- Tammy Heareau (Congressional District 1—Upper Peninsula) submitted her resignation from the Board due to accepting another position.
- The organization is in the process of filling this vacancy in Congressional District 1.
- Tammy has recommended a principal.
- Marie will contact him today and explain to him the role and responsibilities of a Board member.

**ACTION ITEM:** Moved by Jill Pastor second by Sam Ewing to accept the resignation of Tammy Heareau. Motion carried.

## **Committee Reports:**

### Communication Committee (Tom Reeder)

- It is the responsibility of the Board members to submit articles to be published in the *Informer* and incentives shouldn't be necessary.
- The committee discussed revisiting advertisers in the newsletter or on the website.
- The committee did not submit an incentive proposal to the Board.
- The secretary received an email requesting an incentive of a \$25 Amazon gift card for articles submitted.
- The organization's website and information on the website need to be revised. Are people using the website as a communication tool?
- Tom will email information from the committee to Rick Heitmeyer.

### Professional Learning: Laura Otten

- The committee discussed having someone from the committee to be a presenter at the MRA conference.
- The committee will be writing and submitting a proposal for the presentation at MRA.
- The presentation will focus on poverty and explicit instruction.

### System/organization: Max Fulkerson

The committee discussed its role and is seeking to increase the number of committee members.

### Legislative: Jan Callis

- Purpose of this committee is to increase the knowledge and skills of members regarding legislation.
- 3 modules to share with the Board:
  - 1) Getting to know your Legislative Representative—the committee is asking permission to present information at the September 30 Board meeting (45 minutes- 1 hour); permission granted.
  - 2) Understanding Legislative Process
  - 3) Understanding Lobbying

## **Title I Reports**

\*MDE Reports: Mike Radke, Karen Ruple

## **Karen Ruple**

- There were 19 SIGs (School Improvement Grants) awarded; SIG schools are monitored by contracted consultants.
- SIG schools don't receive MiExcel support.
- During 2014-15, Focus and Priority schools' quarterly reports will be uploaded in MEGS+.
- MiExcel schools are Title I Priority schools.
- Intervention Specialists' (MSU) work with Priority schools has been extended to December, 2014.
- Students in tested grades will be administered an on-line state assessment in the spring (April—tentative dates); all 11<sup>th</sup> grade students will take the ACT and Work Keys (March).
- The School Improvement conference will be held November 17-18. This year MDE is partnering with Special Education.

### **Mike Radke**

- The Special Population conference will be held September 22-23 at the Lansing Center.
- MDE has gone through a performance audit. This is the first performance audit since 2006.
- There were several findings. We need to do more and better with best practices.
- Reward schools are implementing something very well in all the strands.
- With the new assessment, there will be achievement and gaps, but not growth during the first year.
- Performance audit revealed that achievement is a focus for us.
- USED Title I meeting this summer showed a shift in bringing compliance and performance into balance.
- IDEA is revising their indicators and starting a new initiative SSIP (State Systemic Improvement Plan). This requires the state to have a plan cutting across all offices and moving some metrics.
- GEMS is currently on hold due to technical difficulties.

### **Section 31-A (At-Risk):**

Changes made are unclear and in conflict with itself.

- Supplement/supplant was taken out the law.
- Two major concerns about 31-A:

1) The legislation is unclear (supplement/supplant gone).

2) Districts are held accountable for at least 50% of at-risk students (meeting eligibility requirements) are reading at grade level by the end of grade three as measured by the state assessment or demonstrate to the satisfaction of the department improvement over three consecutive years in the percentage of at-risk students that are college/career ready as measured by the student's score on each of the individual subject areas on the college entrance examination portion of the Michigan Merit Examination.

- Accountability information needs clarification in 31-A.

**NAFEPA Reports:** (Marie Miller, Sam Ewing, Glenda Virden)

- The fall workshop will be held in Oklahoma.
- NAFEPA has undergone a huge restructure from the states.

**Meeting Adjournment:** The meeting adjourned at 12:07 p.m.

Respectfully Submitted,

Willye Pigott  
Secretary

**Next meeting:** Tuesday, September 30, 2014, 6:00 p.m.—Grand Traverse Resort, Traverse City.