



MPAAA EXECUTIVE BOARD MEETING MINUTES

October 12, 2007

CALL TO ORDER:

President Carolyn Claerhout called the Planning Committee to order at 8:45 a.m., and the Executive Board meeting to order at 10:25 a.m.

ROLL CALL:

The following Executive Board Members were present/absent:

OFFICERS:

	Present	Absent
Carolyn Claerhout, President	X	
Debi Hartman, Past President (proxy with Claerhout)	X	
Karen Eisinger, President-elect (proxy with Burke)	X	
Rob Dickinson, Membership (proxy with Bott)	X	
Jean Nichols, Treasurer	X	
Jan Dodge, Secretary	X	

COMMITTEES:

	Present	Absent
Jackie Laymac, Educational Issues Chairperson		X
Mary Ellen Welcher, UP Representative (proxy with Burke)	X	
Sally Washington, ISD Representative		X
Rebecca Rocho, Legislative Liaison (proxy with Monaweck)	X	
Vicki Bott, Member-at-Large	X	
Mary Beth Stein, Member-at-Large	X	
Julie Weiler, Newslite Editor	X	
Victoria Burke, Historian	X	
John Petitto, Sergeant-at-Arms	X	
Janell Craig, Communications/Technology	X	
Dan Hanrahan, Michigan Dept. of Education		X
Trina Anderson, CEPI	X	

PLANNING COMMITTEE:

	Present	Absent
Julie Beishlag	X	
Barbette Lane		X

	Present	Absent
Nancy Raymond		X
Michael Rivenburgh	X	
Annie Monaweck	X	
Heidie Cieseilski	X	
Lynn Stephan	X	

REPORTS

Minutes of Prior Meeting:

Motion to approve the minutes of September 11, 2007, made by Nichols, seconded by Bott, with the addition in the Historian's Report of, "A request was made by Historian Victoria Burke for MPAAA to consider purchasing a digital camera." Motion passed.

Financial Report:

Jean Nichols gave the financial report. Motion by Weiler, seconded by Petitto, to accept the treasurer's report. Motion passed.

OLD BUSINESS:

Fall Conference Review/Evaluations – Bay City Doubletree and NMU Marquette:

Carolyn Claerhout reported that Karen Eisinger is recommending the Bay City Doubletree again for the 2008 fall conference. She is also recommending the Fairfield Inn instead of the Quality Inn for the overflow. In Marquette, Karen is recommending using one room for the meeting and the same room for dining. As long as a \$10 pp minimum for food is spent, there would be no meeting room charge in Marquette. Everyone agreed with Karen Eisinger's recommendations.

Carolyn Claerhout noted that successfully using one room for both the meeting and dining opens up more options for future conference sites. Therefore, Karen Eisinger may recommend that MPAAA explore another site for 2009 and beyond. The Lansing Visitors Bureau and Amway Grand have both contacted Karen Eisinger about hosting the fall conference.

There was a discussion about the advantages and disadvantages of increasing the U.P. Conference from one to one and one-half days. Carolyn Claerhout suggested that only one presenter is needed per session, but everyone agreed that it is important to have a good representation of MPAAA Executive Board and Planning Committee members at the U.P. conference.

Spring Conference Site 2009 and Beyond:

Carolyn Claerhout reported that the Grand Traverse Resort is not as flexible as in the past in negotiating for the spring 2009 conference. For example, the service fee has increased from \$8.95 to \$9.95. Hotel rates have gone up by \$10/room. There is another group waiting for MPAAA's spot, if we do not use it, which may be decreasing their willingness to negotiate.

MSBO Certification:

Vicki Bott reported that she met with Trina Anderson in Bay City to consider data quality training for the certification track. Trina gave her with information regarding data quality curriculum.

Grad Dropout Subcommittee:

Carolyn Claerhout stated that right now the big push in terms of GAD is for districts to review the spring 2007 data and submit corrections in the fall 2007 submission. Trina Anderson said that CEPI is trying to issue EOY data before the fall submission is due. It would include the 2008 and 2009 cohorts as well.

Pupil Accounting Rules:

Carolyn Claerhout reported that today is the last day to submit informal comments to Carol Easlick regarding the revised pupil accounting rules.

Digital Camera:

Victoria Burke recommended the purchase of a digital camera. MPAAA's 35mm camera is 11-12 years old and the batteries are obsolete. Digital photos could be posted to the website, and are easily printed and copied to CDs. Motion made by Nichols, seconded by Bott, to authorize up to \$300 for the purchase of a digital camera and necessary supplies. Motion passed.

OFFICERS' REPORTS:

Treasurer's Report:

Reporting Certain Costs (New Business):

Jean Nichols is recommending a change in the budget. In the past, facilitator expenses were charged to Board/Planning expenses rather than to the conference accounts. Consequently, using the current accounting method it would appear as though there is an 18% administration fee. Jean Nichols will present a revised budget for review and consideration.

Jean Nichols also reported \$42,000 in revenue and \$41,600 in expenditures for the fall conference.

Secretary's Report:

Jan Dodge thanked Julie Beishlag, Barbette Lane, and LuAnn Strauch-Phillips of Clare-Gladwin RESD for compiling evaluations from the fall Bay City conference.

President's Report:

Carolyn Claerhout again stated that the fall conference site in 2009 would remain at the Bay City Doubletree Inn.

Membership Chair's Report:

Rob Dickinson provided a conference membership report.

NEW BUSINESS:

Planning Committee Vacancies:

On behalf of Karen Eisinger, Carolyn Claerhout recommended Cathy Flynn from Belding Area Schools in Ionia and Stephanie Abata from North Star Academy in the U.P. for consideration to replace Norm Lupton and Shannon Eason. Motion to approve Cathy Flynn and Stephanie Abata to the Planning Committee made by Janell Craig and seconded by Becky Rocho through proxy with Annie Monaweck. Motion passed.

Jan Vogel Meeting on Four-Year Grad Rate:

Jan Vogel, MDE Communications Director, met with representatives from various educational organizations regarding a communications plan and how to publicly roll out and explain the graduation rate, which is anticipated to drop statewide by 10%. Alternative education and special education are the anticipated problem areas. They discussed creating Qs and As. Carolyn Claerhout will forward minutes from the meeting to everyone. Send comments to Rob Dickinson.

CEPI's Data Quality Symposium – October 26:

CEPI's Data Quality Symposium, sponsored by MIEM, is October 26. Vicki Bott and Karen Eisinger were contacted to present at this workshop, but they declined due to short notice. Vicki Bott commented that MIEM may be recruiting other people from MPAAA to present.

Executive Board Appointments per Bylaws:

Carolyn Claerhout reported that the Bylaws state, “the following positions [Executive Board] will be annually appointed by the full Executive Board concurrent to the Annual Election process.” It has been called into question whether the Bylaws were technically followed, using the current procedure of Elected Officers approving appointments to the Executive Board on the last day of the spring conference, since the Elected Officers are the only legitimate board members at that time. If there is a different process that should be followed, it should be determined before the spring conference, or perhaps the Bylaws should state that the Elected Officers annually appoint the Executive Board.

Superintendent Waiver for Distance Learning:

Students are currently limited to two distance-learning courses, unless a waiver is obtained from the State Superintendent. Elaine Madigan has said that the waivers are for alternative education programs, but it is for all students in Traverse City under a pilot program authorized by MDE. Mary Beth Stein of Traverse City Schools said that the waiver states that the students must be registered, and in a seat taking the class with a certified teacher on the count day. Carolyn Claerhout will follow up with Elaine Madigan for further clarification.

COMMITTEE REPORTS:

Educational Issues Chairperson: No report

ISD Representative: No report

UP Representative: No report

Legislative Liaison: No report

Members-at-Large:

Mary Beth Stein stated that a price must be set for SB-CEUs for the spring conference. It was agreed that MPAAA would absorb the cost of the price increase from \$10 to \$15. Mary Beth also reported that she sent out over 200 SB-CEUs for the fall conference. SB-CEU transcripts are no longer mailed out, but can be accessed online. Mary Beth suggested adding a link to this site on MPAAA's website.

Vicki Bott recommended updating the block lettering on the MPAAA seal. It was decided that the MPAAA seal would remain the same, but the lettering would be updated. Janell Craig will proceed with this process.

Newsline Editor:

Julie Weiler will need articles for the Newsline two weeks before the conference packet-stuffing meeting. The target date for packet stuffing is March 13, followed by the regular meeting on March 14. Rob Dickinson and Karen Eisinger will be consulted regarding these dates.

Sergeant-at-Arms:

John Petitto volunteered to organize the Euchre and road rally for the spring conference. He and Carolyn Claerhout will negotiate with the Grand Traverse Resort regarding a DJ.

John Petitto noted that if districts are placing students in in-district placements through CTE, they must include the CTE program number on the training agreement for the auditors.

Communications/Technology:

Janell Craig stated that due to her job transition, she has been unable to update the website. If anyone needs any information from the fall conference, contact her.

Michigan Department of Education: No report

CEPI:

Trina Anderson explained the new UIC mass linking process that will be implemented by CEPI. Six districts have agreed to pilot the process next week, and the process is under review by CEPI's Data Development Group (advisory committee). The report of duplicate UICs will eventually go out to all school districts. Districts would only respond to UICs that should not be linked. CEPI would like to issue the report as soon as possible in order to positively influence the GAD reports.

Trina Anderson talked about the SRSD re-write. In general, all records would be assigned UICs before they are accepted into the system, and would need to be resolved prior to submission. There have been discussions on whether districts would be allowed to submit students with secondary UICs.

Trina Anderson stated that CEPI is working aggressively with the new SRSD re-write vendor. They are currently behind schedule in the requirements process. Approximately 100 districts have volunteered to participate in the pilot. There may be more frequent submissions to collect free and reduced, Title I, Title III, and Section 31A data separately and concurrent with mandated timelines. Additionally, special education could be migrated out of the existing collection system and into the new SDS.

According to Trina, another area of discussion surrounds the collection of curriculum data, specifically around the MME and personalized curriculum. Trina asked for assistance from MPAAA by way of a task force. At this point CEPI is not sure how much data must be collected to assure compliance with monitoring requirements. There was a lengthy discussion about whether MPAAA is the right group to consult with in terms of curriculum. Trina Anderson will report back to MDE with this group's questions and concerns concerning curriculum reporting through the new SDS.

Trina Anderson also stated that for data quality purposes, CEPI has compared free and reduced lunch data collected in SRSD submissions versus the October 31 report. Letters will be sent to districts that show significant discrepancies.

PLANNING COMMITTEE REPORTS:

MPAAA Minutes (Cont.)

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There were no reports from Planning Committee members.

Motion by Burke, seconded by Nichols, to adjourn the meeting. Motion passed. Meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Janice Dodge

Janice Dodge

Secretary