



MPAAA EXECUTIVE BOARD MEETING MINUTES April 15, 2011

CALL TO ORDER:

Julie Beishlag called the Planning Committee meeting to order at 8:35 a.m., and the Executive Board meeting to order at 10:05 a.m. on April 15, 2011.

ROLL CALL:

The following Executive Board Members were present/absent:

OFFICERS:	Present	Absent
Julie Beishlag, President	X	
Vacant, President-Elect		
Vicki Bott, Past President	X	
Rob Dickinson, Membership Chair	X	
Ellen Behm, Treasurer	X	
Jan Dodge, Secretary (proxy with Behm)	X	

COMMITTEES:	Present	Absent
Jackie Laymac, Educational Issues	X	
Mary Ellen Welcher, UP Representative	X	
Sally Washington, ISD Representative		X
Carolyn Claerhout, Legislative Liaison	X	
Mary Beth Stein, Member-at-Large	X	
George Wytko, Member-at-Large	X	
Barbette Lane, 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
Jody Byland	X	
Nancy Gabier	X	
Stacy Hodges	X	
Cindy Rakocy	X	
Nicole Snyder	X	

REPORTS

Minutes of Prior Meeting:

Motion to approve the minutes of the March 11, 2011 meeting, made by Bott, seconded by Wytko.
Motion passed.

Financial Report:

Motion to approve the financial report given by Ellen Behm, made by Dickinson, seconded by Laymac.
Motion passed.

OLD BUSINESS:

Contracted Services:

John Petitto distributed a draft posting of the Administrative Services Coordinator. He explained that the compensation was changed from \$12,000 to \$15,000 to cover the Coordinator's expenses for a computer, cell phone, and mileage. John Petitto recommended adding language to the contract stating that it is not an employee/employer relationship. Carolyn Claerhout pointed out that the IRS test is the degree of control over the position.

John Petitto recommended not specifying qualifications within the posting, but others felt some general guidelines should be included. He will, therefore, incorporate qualifications that are sent to him by Monday.

The position will be posted on MSBO's job site, MASA, and sent out in a Newsblast. Resumes and applications are emailed to Julie Beishlag. Friday, 4/22, is the posting date on MPAAA's website.

John Petitto recommended selecting a screening group and face-to-face interview group at today's meeting. Mary Beth Stein suggested interview times of Sunday afternoon prior to the spring conference, or Wednesday afternoon after the conference.

The following teams were established:

Screening Panel: Stein, Lane, Dodge, Washington, and Rakocy

Preliminary Interview Team: Petitto (Coordinator), Laymac, Bott, Claerhout

Final Interview Team: President-elect, President, Membership Chair, Treasurer

John Petitto will coordinate the process.

TSDL Workshop:

Trina Anderson reported that 30 ISDs throughout the state will host the TSDL webinar. CEPI is working on setting up the testing. A few sites are at capacity. Rob Dickinson asked for the coordinators' names at each site.

Rob Dickinson will send out an agenda and other announcements.

Jan Dodge has been working with the Causeway Bay. She has toured the site on numerous occasions and said the hotel looks good following many renovations. The hotel will provide wireless and hard line connection for the workshop. The room capacity is 600. A plated sandwich lunch was ordered.

Rob Dickinson will post his Powerpoint presentation prior to the workshop for participants to print. Trina Anderson will also post it as part of resources on CEPI's website.

Rob Dickinson distributed a budget for the workshop.

People who are driving in the night before will gather at 6:30 p.m. in the lounge of Causeway Bay to fine-tune last-minute details.

Stacy Hodges volunteered to create a Powerpoint slide announcing the spring conference. Vicki Bott will put together a marketing brochure to hand out at the workshop's registration desk.

Bylaws, Policies, Roles:

Julie Beishlag reviewed changes made by the Bylaws and Policy Review Committee of the proposed Bylaws to be posted on MPAAA's website prior to the spring conference.

Carolyn Claerhout stated that the committee is recommending investigating having the Membership Chair and Treasurer positions bonded.

Jackie Laymac recommended replacing "Student" data reporting with "Educational" data reporting. This change will be made throughout the bylaws.

Julie Beishlag reviewed revisions to Duties and Responsibilities.

Janell Craig will post proposed Bylaws and Duties and Responsibilities to the website. She also stated that contracts, logo, agendas, conference brochures, and position statements are posted to the website for access by Board members.

Carolyn Claerhout reviewed the discussion regarding reimbursements to Board and Committee members for overnight hotel, meal and mileage expenses. She has done some initial research with other similar associations to use as a benchmark, however, did not receive enough information to date for today's meeting. She will continue to work on gathering information. She did note that most other organizations have an Executive Director. The By-Laws Committee has agreed to delay final review and recommendation until completion of Carolyn Claerhout's research.

NEW BUSINESS:

Consolidated Submission Position Paper:

CEPI has received MPAAA's position paper in support of a consolidated fall collection. There has been some criticism of MPAAA for its support of moving the count day back one week in order to consolidate collections, because it could cost some districts money due to the potential loss of migrant population.

Trina Anderson distributed a chart/analysis of the statewide impact of moving the count day back one week. Most districts would actually see an increase in FTE counts. CEPI analyzed whether there was a higher number of exits the week immediately after the count compared to weeks two, three, and four, but found no bubble. Exits were consistent and stable throughout the four-week window.

Julie Beishlag will respond to the individual who complained to MPAAA about its support of the consolidation and change in count day, and will provide him with a copy of the analysis conducted by CEPI.

Trina Anderson stated that special education folks have been resistant to changes in special education reporting that are proposed and have taken place. However, they do not realize that special education reporting has been out of compliance all along, and the change in dates is an effort to move towards meeting reporting compliance for the Feds.

Outside Invitations to Conference:

John Petitto stated that MPAAA now has the attention of several organizations, such as the Michigan School Counselors Association and MEA. He recommended inviting several leaders from these organizations to the conference at no cost to them.

Motion by Dickinson, seconded by Wytko, to set aside funds to cover the cost of two counselors in leadership positions from the Michigan School Counselors Association for the spring conference.

Following a discussion, it was decided that the educational opportunity component would be emphasized. MEA members will be invited to attend at their own expense.

Carolyn Claerhout expressed concern about potential political fall-out.

Motion carried unanimously.

OFFICER'S REPORTS:

President's Report:

Julie Beishlag reported that she has all of the ballots, and asked non-committee members to stay and count the ballots.

President-Elect's Report: Position vacant.

Past-President's Report: No report.

Membership Chair's Report:

Rob Dickinson reported that 489 people are registered for the spring conference, and over 500 for the TSDL workshop. There are currently 649 members. Mary Beth Stein will order more pads for the spring conference.

Motion by Carolyn Claerhout, seconded by Lane, to increase the number of 75th anniversary giveaways by 100 and corresponding cost. Motion carried.

Rob Dickinson reported that at the last meeting he volunteered to write a position paper, asking for allowance for counting travel time as instructional time for split schedule students traveling between

buildings in the same school district. He distributed a draft of a position paper for review and consideration.

Treasurer's Report:

Motion by Claerhout, seconded by Dickinson, to approve Treasurer Ellen Behm's recommendation to amend the current budget to include the TSDL budget and to make a line-item shift for audit costs.

Motion passed.

Secretary's Report: No report.

COMMITTEE REPORTS AND ROUNDTABLE:

Educational Issues Liaison's Report: No report.

ISD Representative's Report: No report.

UP Representative's Report: Mary Ellen Welcher reported that she has reserved 40 rooms at the Evergreen Hotel for the fall conference.

Legislative Liaison's Report:

Carolyn Claerhout reported that it looks like an agreement is being reached in the Legislature, which is close to Governor Snyder's proposed budget. It includes a count day move to the first Wednesday in October; a shift in funding from a 75% (fall)/25% (February) blend to 90%/10%; and school employees paying 20% towards health care insurance costs. Legislators are also talking about funding kindergarten 100% only if it is provided for a full day.

Members-at-Large:

Mary Beth Stein asked whether guardianship is required for a student with an F1 Visa. Dan Hanrahan had said that it is required, but Carolyn Claerhout disagreed.

It was also mentioned that some districts are putting stickers on the outside of CA60s to identify services students are receiving. She asked if anyone else is running into this and wondered if it was a concern regarding confidentiality. It was determined to not be a problem since services are already identified within student information systems.

CEPI's Report:

Trina Anderson reported that Dan Hanrahan has hired a replacement for Joellen Wonsey, but Trina does not know the person's name.

CEPI will send out audit and reporting deadline reminders to ISD auditors, and a calendar of events.

Carolyn Claerhout stated that the MSDS audit narrative system is not updating and pre-populating with new "last audit" dates. This is being investigated at CEPI.

Trina Anderson reported that the new UIC person on CEPI's team is Cheryl Twitchell. They have filled one of two openings. The second position will be re-posted. CEPI is looking for someone with field experience.

MDE Representative's Report: No report.

Newsline Editor's Report: No report.

Historian's Report:

There was a discussion about adding documents to the online archive. It was decided that the Board should develop guidelines and standards for what should be stored in online archives. The Historian would be responsible for sending archived items to Janell Craig.

Sergeant-at-Arms Report: No report.

Communications/Technology Report:

Janell Craig asked about teaching assignment codes in the REP vs. the TSDL collection.

PLANNING COMMITTEE:

There were no Planning Committee reports.

Motion by Lane, seconded by Stein, to adjourn the meeting. Motion passed. The meeting was adjourned at 1:18 p.m.

Respectfully submitted,

Janice Dodge

Janice Dodge

Secretary