



Board of Directors

Tuesday, July 18, 2017
8:30-12:00 @ Shanty Creek

Minutes

Present: Abby Allen, Greg Bodrie, Andy Claes, Derek Cooley, Tammy Hazley, Ben Hicks, Eric Hoppstock, Matt Korolden, Rebecca McIntyre, ~~Becky Smith~~, Brenda Tarsa

Other Attendees/Guests: Sue Leach, MAASE Executive Associate

Call to Order: 8:55 a.m.

- 1) Approval of Minutes – June 12, 2017
 - Motion - Eric
 - Support - Greg
 - Passed unanimously
- 2) Andy set the theme for his presidency including: Grace, Transparency, and Engagement
- 3) Financials and Budget review. Greg is Treasurer for the 2017-18 year, bills go from Executive Associate through the approval process via Greg and Andy.
 - a. Overview of revenue and expenses
 - i. Largest revenue source is PL. Tuesday PL sessions need approximately 225 people to break even financially. When Developing Leaders started, there was a conscious decision made to not charge for attendance for first two years. General Membership cost of attendance is currently \$25 which is not sufficient to cover costs.
 - ii. Need to be cognizant that rooms cost money, so decisions need to be made thoughtfully.
 - iii. Membership dues have remained at \$80 for years.
 - iv. 2016-17 expenses exceeded revenue by about \$34,000. Projection for 2017-18, if nothing changes, is that expenses will exceed revenue by \$38,000.
 - v. Changes to cost must be approved by Board by April to go into effect for the following year.
 - vi. Contracts with the Crowne Plaza for 2017-18 are completed.

- b. Cert of Deposit at Fifth Third Bank – MAASE has five CDs with rotating maturity schedules as a fund balance.
 - c. COP budget - \$400 each
- 4) Review of goals and Strategic Plan from the June board meeting focus on technical assistance and communication
- a. Communication. Short term - Motion: That the Board create an AdHoc Communication Committee to develop communication protocol for Board consideration
 - Motion – Eric
 - Support – Greg
 - Passed unanimously
 - Andy will appoint a chairperson.
 - b. Serving new members. Short term - Membership Services is working on several ideas and plan to incorporate feedback from Leadership Team meeting on 7/17.
 - c. Four focus areas. Short term - Focus Area Project Group is working on several ideas and plan to incorporate feedback from Leadership Team meeting on 7/17.
 - d. Supporting new administrators. Short term - Suggestion for New Admin CoP via online with book 1 from CASE SE Administrator Series; informal face-to-face dinner after Tuesday PL. Katie Flynn has volunteered to chair this CoP for the first year. Motion: That the board establish a New Administrator CoP.
 - Motion – Abby
 - Support – Eric
 - Passed unanimously
 - Andy will appoint a chairperson.
- 5) Bylaw Committee. Andy appointed Eric, Brenda, Matt, and Andy to the standing Bylaw Committee to review the bylaws and prepare them for approval by the membership.
- 6) CASE Liaison & November conference. Outlined on page 20 of MAASE Procedures document.
- i. CASE Designee - Andy will be the CASE designee for the coming year.
 - ii. MiCEC Designee - Andy appointed Ben and Rebecca as the 2017-18 MiCEC Designee.
- 7) Beacon Award. The Beacon Award was given in 2003 and 2008. It has been dropped from our Procedures. Motion: That the Beacon Award be dropped from our list of awards.
- Motion – Eric
 - Support – Rebecca
 - Approved unanimously

- 8) Review and continuance of appointments and committee chairs.
 - a. LAC: Abby Allen and Eric Hoppstock
 - b. Professional Learning
 - Summer institute: Derek Cooley
 - Developing Leaders: Abby Allen
 - Tuesday Prof Learning: Donna Jones
 - c. Bylaws and Procedures: Eric Hoppstock
 - d. Association Partnership: Matt Korolden
 - e. Finance & Legislation: Rachel Fuerer and Mindy Miller
 - f. Mini-Grants: Kim Samelstad
 - g. Membership Services: Kim Iverson and Katie Flynn
 - h. MASA, MAISA Legislative Committees – Abby Allen. Abby provided history of that position and suggested the alternate could be a “position” versus a person (ie, LAC chairs or F&L chairs).
 - i. Communities of Practice
 - SEI/Adjudicated Youth: Kristi Bonter
 - DHH: Trish Lopucki
 - Urban Districts: Jacque McDougal
 - Secondary Transition: Tammy Hazley and Pete Johnson
 - Supervisors of Low Incidence: Tina Lawson
 - ASD: Christi Owens
 - ISD Collaborative: Renee Thelen and Darla Jackson
 - Early Childhood: Tami Mannes and Michelle Bahr
 - New Administrators: Katie Flynn
 - VI CoP: Deb O’Neill

- 9) CASE Awards. The winners could be forwarded to CASE in order to highlight our members. Greg suggested giving a CASE membership to each winner if they are already not a member.

- 10) MiCEC Liaison Report. MAASE continues to work with MCEC, including a contractual partnership with Cvent.

- 11) ISD Collaborative CoP discussion
 - a. Discussion followed related to the scope of work.
 - b. The Board supports the CoP. The name change was approved in June 2017 from Planner/Monitor CoP to ISD Collaborative CoP. Motion to approve the description provided by the co-Chairs (see below).
 - Motion - Tammy
 - Support - Ben
 - Approved unanimously

- 12) Association Partnership. AP asked CoP and Committees: are you engaged in any work that might be connected to outside organizations? Several pieces sent back. Matt will resend the grid and asks Board members to vote for top three priorities in order to direct the work of the AP.
- 13) EO TT&A participation in CoP. Discussion around potential conflict for those involved in the Early Childhood CoP and the EO TT&A. Committee Chairs should feel empowered to set the agenda and establish participation/role for outside participants, remembering that all MAASE products require Board approval. Andy will follow up with the Early Childhood Chair regarding concerns.
- 14) Leadership Team Retreat facilitator, Melissa Usiak, sent an email thanking MAASE for inviting her to facilitate. A followup survey will be sent to Retreat attendees and the results will be shared with Melissa and the Board.

Adjourn @ 11:53

ISD Collaborative CoP description: The MAASE ISD Collaborative Community of Practice consists of ISD professionals across the state that are engaged in the work of ensuring their member districts know and are implementing the requirements of IDEA as well as supporting any identified areas for improvement. Potential issues to be addressed include data informed technical assistance, professional development, progress monitoring for district improvement, compliance, and development of student & family resources. Expected outcomes include presentations/discussion on best practices, available resources, current issues, and problem solving processes. In addition, regions, committees, and/or individuals have and will continue to present valuable resources that they have developed for use by the entire group. This group also provides a venue for partnership with other professional groups and/or Communities of Practice to engage in collaborative work. For more information please contact the ISD Collaborative co-chairs.