



# BOARD OF DIRECTORS

Monday, October 8, 2018

4:00 - 7:00 p.m.

Crowne Plaza - Duesenberg

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## MINUTES

**Board of Directors Members present:** Brenda Tarsa, Abby Allen, Greg Bodrie, Andy Claes, Rebecca McIntyre, Trish Lopucki, Tammy Nyen, Ben Hicks, Sarah Winslow, Greg Bodrie, Karen Howey

**Other Attendees/Guests:** Sue Leach, MAASE Executive Associate; Scott Koenigsknecht and John Andrejack, MDE

### Call to Order at 4:04 pm:

1. Scott Koenigsknecht reviewed the MDE's response to the "Needs Intervention" determination. A steering committee is being formed, and MAASE is invited to be at the table. Some issues may be resolved quickly, while others will need a long-term fix. MAASE will provide the name of our representative in the near future.
2. **Consent Agenda**
  - a) Approval of minutes from Board Meeting of July 17, 2018  
Motion: Andy Claes  
Support: Ben Hicks  
Unanimous approval
  - b) Approval of Board Meeting October 8, 2018 Agenda  
Motion: Greg Bodrie  
Support: Andy Claes  
Unanimous approval
3. **Executive Associate**
  - a) Financial Statements for July & August were reviewed.
  - b) Nonmembers signing up May through September were reviewed. Sue will contact those highlighted to consult on their voting status.
  - c) Our current webmaster would like to stop serving MAASE by the end of 2018. Sue met with another person to inquire about his interest. More information will follow.

#### 4. Reports of Committees

##### A. President, Brenda Tarsa

- a) We have invited an MDE person to update MAASE regularly on Part C issues (as part of the MDE OSE update). Vanessa Winborne will present this month.
- b) The Four Focus Areas Committee is moving forward to increase MAASE understanding of the focus areas.
- c) The MAASE Communication Matrix Plan was presented and reviewed by the Board.  
Motion to adopt the Plan: Andy Claes  
Support: Trish Lopucki  
Unanimous approval
- d) Per the Bylaws (Article III, Section 3.02), the Board will approve Membership applications. Sue will give a list to the Membership Services Committee (Person, Position & District to Membership) and they will make a recommendation to Board.
- e) The 3rd Grade Reading CoP will continue its work. It's expected the work will increase with the increased intervention time limes being discussed.
- f) A mid-year Leadership Team dinner meeting will be held in December. Updates will be given on the goals that were set in July and we'll ask Chairs to prepare a brief update on committee work.

##### B. Vice President, Abby Allen - No report

##### C. Vice President-Elect, Nikki Moore - No report

##### D. Past President, Andy Claes

1. MAASE Procedures Manual Workgroup has been meeting. Anticipating a draft will be presented to the Board in early spring.
2. Association Partnerships is meeting for 30 minutes on 10/9/18 after PL. The goal is to make a schedule and create an activity report.
3. Andy is serving on a committee (along with Rebecca, Tammy N, Greg, Trish) on stakeholder group looking at endorsements for Supervisor & Director. Moving them from approval to certification.

##### E. ISD Administrators, Rebecca McIntyre

1. SEAC Rep Report: Attended a summer retreat and an October meeting.
2. ISD Rep Report: MDE recently put "SPP Monitoring Manual" for ISDs on Catamaran site. The document outlines state monitoring to ISD monitoring. ISDs should be familiar and let LEAs know about it.

##### F. LEA Administrators, Trish Lopucki - No report

##### G. Region 1A Rep., Tammy Nyen - No report

H. Region 1B Rep., Ben Hicks

1. New Administrators CoP Report - first meeting is 10/9/18
2. MAASE/CASE/MiCEC Liaison Report - MiCEC working on diversity in government and creating diversity across the state.

I. Region 2 Rep., Sarah Winslow - No report

J. Region 3 Rep., Greg Bodrie - No report

K. Region 4 Rep., Karen Howey - No report

5. Adjournment at 6:55 pm