



Board of Directors

Tuesday, July 19, 2016

8:00-12:00 pm

Minutes

Board of Directors Members present: Greg Bodrie, Andy Claes, Derek Cooley, Tammy Hazley, Eric Hoppstock, Donna Jones, Matt Korolden, Becky Smith, Brenda Tarsa

Other Attendees/Guests: Sue Leach, MAASE Executive Associate

Call to Order:

- 1) Consent Agenda - Moved by Greg; support Andy; motion approved.
 - A) Approval of June 6, 2016, Meeting Minutes
 - B) Approval of July 19, 2016, Meeting Agenda
 - C) Approval of Action via Email since previous meeting (entering into record). Unanimous support for Ben Hicks, Region 1b rep replacement for remaining term vacated by Brenda Tarsa, Vice President-Elect.

- 2) Informational Items
 - A) Summer Institute - Beekman Award Luncheon (Eric) - Board of Directors encouraged to join the luncheon.
 - B) Seclusion and Restraint - MAASE had 7 items, all of which ended up in the seclusion bill. This was an unexpected success for MAASE LAC. Additional changes were made, specifically regarding videotaping requirement, and a second draft was released. A third draft was completed with minor language changes released prior to recess.
 - C) Section 51a funding and MAASE - Section 51.a.14 and Section 51.a.15 of the state school aid act that connect to cyber charter academies. The state is not unified around this subject. MAASE is now considered a player within the state for commenting on legal matters.
 - D) CEC/CASE Membership - Reminder that Board members are required to be a CEC/CASE member. Eric will be encouraging CASE membership to MAASE members. Currently 200 of MAASE's 600 members are also members of CASE.
 - E) CEC Legislative Summit - Issue Briefs. Twelve MAASE members attended the 2016 Summit. The group connected with a total of 10 legislators during the summit.

- 3) President's Report
 - A) Chairpersons - Standing Committees, Professional Learning Committee, Communities of Practice. Eric appointed Abby Allen as chair of the *Legislative Action Committee*.
 - B) Appointees - Matt Koekkoek is stepping in as appointee for the DAS Advisory Committee. MAASE needs an alternate for SEAC.
 - C) Action Items
 1. Appointment of Board of Directors Officers - motion by Andy; support by Donna; motion approved
 - a. President - Eric Hoppstock
 - b. Vice-President - Andrew Claes
 - c. Vice-President-Elect - Brenda Tarsa
 - d. Immediate Past-President - Donna Jones
 - e. Secretary - Tammy Hazley

- f. Treasurer - Dave Manson
2. Budget/Operational
 - a. Summer Institute - 457 registered which is down from typical registration.
 - b. Membership - Currently we have 268 membership submissions for 2016-17. Last year we ended with 617 members.
 - c. Financials - Working on closing the 2015-16 books and preparing information for Maner Costerisan for their review. That review will be presented to the Board in December.
 3. Communication Plan - motion by Tammy; support by Brenda; motion approved
 - a. MAASE Committee Report/Update - Eric adapted a format to establish a feedback loop. Committee chairs/co-chairs will submit to the board prior to each board meeting. This reporting would be separate from/in addition to the template report out online.
 - b. MAASE Committee Action Form - Semi-formal process for connecting board-to-committee and committee-to-committee - used as needed. Written guidance with clarification regarding the what and why of this form will be critical.
 - c. Board agendas and minutes available to membership - To be transparent, agendas and minutes will be available on the MAASE website once approved. The Board of Directors' minutes will be put on the website under Web Resources.
 - d. News and Notes - Eric is planning to publish a "President's Minute" that is separate from News and Notes.
 4. Follow up from July 2016 Retreat
 - a. Development of COP's around focus areas. -The Focus Area focus could be developed as one "project." The work of that Project could be communicated regularly through the President's Wednesday updates and other communication. It will be critical to expand the work to more members in order to increase capacity. Andy moved that we develop a special projects committee that is designated to create products (white paper, guidance,) around the 4 focus areas. Support by Donna. Motion amended with deliverables: Develop FAQs, clear definition of focus areas, developing knowledge & skills for implementation, tools and supports. Motion passed. Eric appointed Donna Jones and Becky Smith as co-chairs of the MAASE Focus Area Special Project.
 - b. Development of MAASE communication plan
 - c. Branding the MAASE work - Trish Lopucki
 - d. Summer institute and introduction of the work - Eric will utilize the president's message time to give a history of and the vision for the four focus areas.
 - e. Other
 1. Board of Directors meetings will be the Monday prior to MAASE Tuesday PL, 4-7 pm.
 2. Eric will invite Teri Chapman.

Adjourn Meeting - motion by Andy; support by Greg; motion carried