

General Membership Meeting Minutes

Wednesday December 11, 2013

I. MDE Reports

- a. OSE Update Report - Eleanor White/Designee
 - i. Please see OSE & MAPS Update written updates and the OSE PowerPoint on the MAASE Wiki. The OSE may be contacted for further information about the topics noted.
- b. Office of Great Start - Vanessa Winborne
 - i. Early-On Materials (e.g. brochures, etc.) are being updated now. A notice will be given to all.

II. "Spotlight"

- a. A Report from the MAASE ASD Program Administrators Community of Practice (CoP)
 - i. The work of the MAASE ASD CoP was presented shared including the distribution of a document created to provide assistance for administrators in understanding the Autism Insurance Benefit.

III. Call to order

- a. President Smith-Gerdes called the meeting to order at 10:47 AM.

IV. Approval Of Consent Agenda

- a. Andy Claes moved to approve the consent agenda consisting of the *December 11, 2013 General Membership Meeting Agenda* and the *October 9, 2013 General Membership Meeting Minutes*. *The motion was seconded by Laurie VanderPloeg and passed unanimously.*

V. Executive Reports/Announcements

- a. Executive Board Meeting Report – Carolyn Smith-Gerdes
 - i. The Executive Board is discussing the implementation of a new Strategic Planning process.
 - ii. MAASE will sponsor a MCEC Wednesday Workshop & Hospitality.
 - iii. Intra-organization connections will be the focus of some MAASE work this year.
 - iv. We are attempting to identify methods by which CASE Membership among MAASE members could be increased.
 - v. The EB approved a resolution for MAASE to co-sponsor a Brian Davey Workshop for ASD Administrators.
- B. Bylaws/Procedures Committee - Dawn Bentley
 - i. The committee is meeting and continuing to work to re-design the MAASE Bylaws.
- C. Legislative Action Committee - John Bretschneider
 - i. Governor Snyder's Education Advisor, Mr. Craig Ruff attended the LAC meeting.
 - ii. The LAC is working on a position for EC funding and the 3rd grade retention legislation.
- D. Professional Development Steering Committee - John Bretschneider
 - i. A conference call is scheduled.
- E. Association Partnership Committee - Jennifer Scott-Burton
 - i. The committee just held it's first organizing meeting and has begun to develop procedures for "how" it's work will be accomplished.

- ii. The committee also discussed which organizations they should prioritize for connecting and reviewed current connections.
 - F. Executive Director Report- Tony Thaxton
 - i. Membership is at 621 and December Workshop registrations, at 448, have never been higher.
 - ii. Our financial picture demonstrates that as of December 1 our expenses are approximately \$6k over income.
 - iii. We will continue to explore opportunities to provide SW credits and UP Video Broadcasts for MAASE Professional Learning opportunities.
 - iv. Check out the changes made recently to the MAASE website.
- II. MAASE Standing Committee Reports
- A. Finance & Legislation - Michael Ghareeb
 - i. Items presented and discussed at the F & L meeting include the BAA work with national assessments and the DLM field-testing, the Virtual/Cyber Schools funding and work of MAISA.
 - B. Membership Services - Deb Koepke
 - i. \$1245 was raised at the Holiday Charity Auction and the organization "No-More Sidelines" was the big winner with their choice by Cindy Blair the grand prize ticket holder.
 - C. MAASE Mini-Grants - Ellen Winter/Kim Samelstad
 - i. Many applications have been received and they hope to announce grant winners selected by January 24th.
 - D. MAASE Wiki - Michelle Wolschlager
 - i. Fran Paris was welcomed to the committee. Work is progressing to thin out the workspace and develop a jing to allow editing by committee chairs.
- III. MAASE PD Committee Reports
- A. Tuesday Professional Development - Shari Amstead
 - i. Continue to welcome ideas & recommendations. April will include a workshop by MITS and Jeff Dietrich. Julie Weatherly coming in June.
 - B. New Administrator Academy - Abby Allen
 - i. T A big thanks to Trish Lopucki and Jeff Butler for December's workshop.
 - ii. February will feature Kathy Barker (Finance) & Matt Karoloden (discipline).
 - C. Summer Institute - Sue Pearson
 - i. Committee continues to work and will have more to report in February.
 - D. Winter Institute - Janis Weckstein
 - i. Planning is proceeding well and the program is coming together.
 - E. "Spotlight" – Continue to look for ideas.
- IV. Project Reports
- A. Creating Agreement Janis Weckstein
 - i. David Gruber has joined the project committee.
 - B. Comparing Early Childhood Systems Stephanie Peters
 - i. Project Report and recommendations will be wrapped-up soon.
- V. Communities of Practice
- A. Early Childhood Administrators - Stephanie Peters/Sondra Stegenga
 - i. See minutes of the CoP work on the MAASE wiki.
 - B. ASD Program Administrators - Donna Jones/Diane Heinzelman
 - i. Reviewed recent work on their report and thanked the Board for their approval of the Brian Davey workshop sponsorship.
 - C. Urban Special Education Administrators - Jacqueline McDougal
 - i. No report

- D. Supervisors of Low Incidence Programs - Tina Lawson
 - i. Plans for the January SLIP Winter Conference and PBOS Summit are coming along!
- E. Planner-Monitors - Michael Ghareeb
 - i. The Monitors Conference this year is scheduled for May 8 & 9.
- F. HI Program Administrators - Trish Lopucki
 - i. The CoP met yesterday and studied the proposed rules.
- G. EI & Adjudicated Youth Program Administrators - Mike Marinello
 - i. No report
- H. Secondary Transition Administrators - Chuck Saur
 - i. No report
- VI. Organizations, Work Groups & MAASE Appointee Reports
 - A. SEAC – Carolyn Smith-Gerdes reviewed the work of the SEAC including the review of newly proposed rules.
 - B. CASE - Jennifer Scott-Burton review highlights of the fall conference and encouraged members to participate with the February Winter Cyber Conference.
 - C. Michigan CEC - Laurie Jepsen
 - i. Laurie reviewed plans for the MCEC Conference and expressed appreciation that MAASE was sponsoring a Wednesday workshop.
 - D. MI Interagency Coordinating Council - Sondra Stegenga
 - i. Sondra reviewed items discussed briefly at the November meeting. Minutes are available.
- VII. Informational Items
 - A. Membership Recognition - Dawn Bentley
 - i. Their colleagues introduced new administrators and members.
- VIII. Murray O. Batten Award Presentation - Dave Manson
 - A. The 2013-14 Batten Award recipient was Dawn Bentley.
- IX. Adjournment