EXECUTIVE BOARD MEETING MINUTES
Friday, March 14, 2014

Call to Order:
Ellen Perry called the Executive Board meeting to order at 10:03 am on March 14, 2014, at Ingham ISD.

Roll Call – Barbette Lane, Secretary:

Officers:	Present	Absent
Ellen Perry, President	X	
Leslie Shamel, President-elect	X	
Stacy Hodges, Marketing & Membership Chair		X
Mary Beth Stein, Treasurer		X
Barbette Lane, Secretary	X	
Carolyn Claerhout, Past President	X	

Executive Director:	Present	Absent
Maggie Bacon, Executive Director	X	

Committees:	Present	Absent
John Petitto, Sergeant-At-Arms		X
Janell Craig, Technology Rep	X	
Jan Dodge, Pupil Accounting Rep – LEA	X	
Derrick Stair, PSA Rep	X	
Sally Washington, Pupil Accounting Auditor Rep		X
Marc Zigterman, Legislative Liaison		X
Jacqui Laymac, Education Issues and Innovation Liaison		X
Cindy Rakocy, Data Specialist	X	
Mary Ellen Welcher, UP Representative	X	
Nicole Snyder, Homeless/Truancy Liaison	X	
Dan Hanrahan, MDE (School Finance) (Brian Ciloski)		X
Trina Anderson, CEPI	X	
Peg Manning, BAA		X
Naomi Krefman, MDE (Auditing)		X

Approval of Agenda – Ellen Perry, President:
Motion by Dodge and supported by Claerhout to approve the March 14, 2014 agenda as presented with additions. Motion passed

Approval of Minutes – Barbette Lane, Secretary:
Motion by Claerhout and supported by Snyder to approve the Executive Board meeting minutes as presented for February 7, 2014. Motion passed

Financial Report – Mary Beth Stein, Treasurer:

- Board commented they like the income per event sheet presented

Approval of Financial Report – Ellen Perry, President:
Motion by Welcher and supported by Claerhout to approve the February 28, 2014 financial reports as presented. Motion Passed.

State Agency Reports:
Dan Hanrahan/Brian Ciloski, MDE (State Aid and Finance)

- None

Trina Anderson, CEPI (Doris Mann)

- Section 25F – House Bill 4295
  - Strict Discipline Academy shall report the enrollment
- Section 25e wrapped up this week
  - Over 30,000 requests
  - 10% denied
  - 2% denied by system
- Updated Manual for MSDS posted April 1st
- 23a – cannot be claimed for FTE Oct/Feb
  - Submitted in an SRM only
  - Must be enrolled in the district – high school unless other building is designated
  - Graduation Alliance – organization that is targeting districts for 23a students
- CEPI/MDE met regarding the non-certificated teacher
  - Documenting what the audit process would look like
  - Hope to have ready for the May conference

Naomi Krefman, MDE (Office of Audits)

- None

Peg Manning, MDE (BAA)

- None

Executive Director Report, Maggie Bacon, Executive Director

- Communication
  - Facebook and Twitter account
  - Access from MPAAA website
  - MDE Education Connection Newsletter
    - List of conference and other upcoming events
  - Michigan Education Research Associations
- Upcoming trainings
- April 3 – Educational Data training
- June and August - Admin training, boot camp,
- Membership
  - Need to establish benefits to be a member
    - Yearlong activity – highlight
    - Physical year (July 1 – June 30)

Business Meeting

New Business:
Bylaws (Change in Quorum Designation), Ellen Perry, President

- Ask to change the quorum from 8 to 9 so we have the majority

UP Conference Locations, Leslie Shamel, President-Elect, Mary Ellen Welcher, UP Representative

- Mission Point, Holiday Inn (Marquette), Ramada Inn (Marquette), Mission Point (Mackinaw Island) and Island Casino (Harris)

Motion by Snyder supported by Shamel to hold the Fall UP conference at Mission Point on Mackinaw Island September 29-30, 2014. Motion Passed

Membership and Vendors, Janell Craig, Technology Representative, Maggie Bacon, Executive Director

- Vendors that pay membership
    - Bylaws state membership have the ability to vote
    - Carolyn - Michigan School Counsel Attorney
        - Bylaws changed that you had to be an attorney for a school district
    - Have a vendor sponsorship
        - Bylaws

STW/21f Webinar for Auditors, Ellen Perry, President

- Jamie Fitzgerald, MVU to discuss about session at conference will be like
    - What will be audited
    - Difference from 5-O-A and 5-O-D

Consulting Proposal, Maggie Bacon, Executive Director

- Discussion was held regarding the liability
- Mentor program

Game Night, Mary Ellen Welcher, UP Rep

- Requested up to $100 for prizes/props

Motion by Claerhout and supported by Dodge to give the gaming committee to spend up to $100 for the May 2014 conference. Motion Passed

Unfinished Business:

Section 25e Survey, Maggie Bacon, Executive Director

- Sent to auditors
- Will soon send to LEAs

Certification rework, Ellen Perry, President

- Keeping as a reminder

Committee Reports

Executive Committee, Ellen Perry, President

- April meeting cancelled
- Bylaw revisions and elected officers need to be submitted to be voted on by membership
- Executive Committee met this morning
    - Reviewed input on Executive Director evaluation
    - President/President-elect
        - Set goals for ED
        - Meet with Maggie to review in April
    - Board effectiveness Survey Results (9 people submitted)
        - Plan for next year
    - Executive Director and Board of Director Responsibilities
        - Guide to lead future growth
        - Board members as volunteer staff
        - Need to comprehend the difference between board member and volunteer staff

Nominating Committee, Carolyn Claerhout, Past President

- Summary of work that the nominating committee performed
- Survey of who is interested in returning for the 2014/2015 school year
- Bylaw change
    - One or Two year term and then an option for additional 6 more years

Program Committee, Leslie Shamel, President-Elect

- Working through final details and getting information to the printer

Legislative Committee, Marc Zigterman, Legislative Liaison

- Carolyn
    - 4295 State School Aid supplemental bill

Marketing and Membership, Stacy Hodges, Marketing and Membership Chair

- None

Special Interest Group Reports

Technology – Janell Craig, Technology Representative

- Domain name expiring March 3 – Network Solutions
    - $37 per year
    - Recommends 9 years

Motion by Dodge and second by Claerhout to purchase MPAAA domain for 9 years (2024) through Network Solutions in the amount of $314.00. Motion Passed

LEA – Jan Dodge, LEA Representative

- Met on February 11
    - Name change back to the Bylaws committee for consideration
    - June 5 – administrative workshop

- Flyers will be available at MSBO conference in May
- Discussion to offer Excel training to building secretaries (online tutorials)
- Section 25e – suggestion on questions for local survey
- Mentor program
- Next meeting March 27 and then conference

Data Specialist – Cindy Rakocy, Data Specialist Representative

- Will be meeting at the conference

Homeless – Nicole Snyder, Homeless Representative

- Pam keys-Lowe – preforming on site reviews, most have been changed to desk reviews
- Training in GEMS was scheduled in February was postponed
- All districts will be required to complete self-assessment by June
- Grant application is due in June

PSA – Derrick Stair, PSA Representative

- Continue working with PSA people to be on the committee
- MPAAA awareness for charter schools

ISD Auditors – Sally Washington, ISD Representative

- Carolyn, Sally is working with Brian on the auditing manual

Public Comment: None

Adjourn
Meeting was adjourned at 12:58 pm

Respectfully submitted,

Barbette L. Lane
Secretary