

# MAASE EXECUTIVE BOARD MEETING MINUTES

## FEBRUARY 7, 2005

Meeting called to order by President Kathy Fortino at 4:00 PM Duesenberg Room, Sheraton Lansing Hotel.

Members present: Kathy Fortino, Jim Royle, Cindy Shinsky, Cindi Smith, Mari Price, Trish Keller, Tom Koepke, Jerry Oremann, Kim Arsenault

Guests: Jacquelyn Thompson, Janis Gaubatz

Members absent: Donna Tinberg, Tony Thaxton, Mark King.

### I. ACTION ITEMS

- a. Motion by Trish to approve consent agenda, supported by Mari. Motion passed.
- b. Motion by Jim to approve up to \$1,000 to support Michigan CEC Hospitality in March 2005, supported by Kim. Motion passed.
- c. Motion by Cindy to approve the invoice for preparation of the SLIP curriculum, supported by Tom. Motion passed.

### II. CARRYOVER BUSINESS - none

- a. SVSU maintenance of records for SPSE – no action was taken at this time. A review of materials will be taken and recommendation prepared. Cindy is going to check into having a student scan the information into a database.
- b. Epson LCD projector has been purchased by MAASE for PD use.
- c. Kathy handed out new organizational chart for MAASE. Such reorganization in the structure of MAASE would require by-laws changes.

### III. INFORMATIONAL ITEMS

- a. State Schools Project, Jan Blanck can't continue with chair. This project will be chaired by Randall Schantz.
- b. SLIP curriculum preparation invoice will be paid.
- c. President Kathy appointed Penelope Miller-Smith to Office of Educational Assessment and Accountability Advisory Council.
- d. Cindy will work on a procedure regarding the authorization of funds.
- e. Michigan Transition Services Association spokesperson Kim Norman will address general membership.
- f. Facilitator's role and function will be addressed in the proposed reorganization of MAASE structure.
- g. Board Retreat – Cindy has set July 18-19 for the retreat at Crystal Mt.

- h. April Grad class – Jim said because of lack of interest, the rescheduling of the November Technology class to April has been canceled.

## **REPORTS**

- a. **Facilitators:** Tony, Mark, and Trish will report at membership meeting.
- b. **Affiliates:** Kim Arsenault /SESOM, Tom Koepke/MAISEA, Mari Price/MLDA will give reports at membership meeting.
- c. **Organizational Groups**
  - 1. SEAC – Jerry: Group is meeting on rule changes.
  - 2. MICHIGAN CEC – Lucian: No report
  - 3. IHE – Jim: No report
  - 4. CASE – Cindi: IDEA authorization update went to CASE members by e-mail.
- d. **OSE/EIS** – Dr. Jacquelyn Thompson – Met with the board and will give a report to the membership on Wednesday.
- e. **Executive Secretary** – Larry Campbell
  - 1. Membership as of today is 401.
  - 2. Financial report as of 1/31/05, \$33,816.96 in checking, \$23,388.90 in savings and \$10,000 in CDs for a total of \$68,805.86
  - 3. On-line system update is going well except collection of fees seem to be a concern.

## **IV. CORRESPONDENCE**

- a. Thank you from Vets of Muskegon for donation from charity fundraiser.
- b. Tom Koepke

## **V. OTHER**

- a. Review of Wednesday's Business Meeting – Kathy
  - 1. PD workshop – 253 for Tuesday, 136 for Wednesday and 16 for new administrator's workshop

## **VI. APRIL MEETING ITEMS**

## **VII. MEETING ADJOURNED AT 6:43 PM.**