



Michigan Association of Administrators of Special Education

EXECUTIVE BOARD MEETING

Lexington Lansing Hotel
Packard Room

Minutes

Monday December 6, 2010

Executive Board Members present: John Bretschneider, Abby Cypher-Kitchen, Rachel Fuerer, Janis Gaubatz, Diane Heinzelman, Michele Harmala, Laurie Jefsen, Teri Johnson, Rick Monte, Carolyn Smith-Gerdes, Cherie Snyder, Tony Thaxton

Other Attendees/Guests: Eleanor White

I. Call to Order: *President Johnson called the meeting to order at 4:10 PM*

II. Consent Agenda

Teri Johnson

- a. Approval Of Agenda
- b. Approval of October 11, 2010 Executive Board Minutes
- c. Approval of Financial Report

Teri stated that the minutes from the October 11 meeting are very detailed. If any member notices edits to be made, please bring those to the attention of Tony. The group consensus was to shorten the minutes.

The group discussed whether to keep the Region Representatives' summaries as part of the agenda. The general information and awareness is a good sharing opportunity, but the Representatives should not be put on the spot if they have no updates to share. The Representatives are there to provide a voice for the regions and to gather information to share with their constituency. It was decided that the Representatives can continue sharing any news and updates under the "Other" section.

John Bretschneider moved to approve agenda. The motion was seconded by Michele Harmala and passed unanimously.

Carolyn Smith-Gerdes moved to approve the October 11, 2010 Executive Board meeting minutes. The motion was seconded by Rick Monte and passed unanimously.

John Bretschneider moved to approve the Financial Report. The motion was seconded by Cherie Snyder and passed unanimously.

III. Report/Updates

- a. OSE-EIS (Upon Arrival)

Eleanor White

Eleanor White shared the OSE-EIS and MI3 updates. Eleanor will begin writing her comments at the end of the updates so as not to interrupt the flow of information. MDE-

LIO and MSD are included in the OSE-EIS update, though they are not traditionally included. There is also a flow chart to help readers understand the state complaints process. Finance has a small public comment. The Office of Civil Rights released a letter on Harassment and Bullying with examples of it for students with disabilities.

Eleanor commented that there is a renewed emphasis on results indicators. There is a question of how we set targets for results indicators. We need to be able to determine a reasonable rate for educational environments. OSE-EIS is trying to discuss the parent involvement ladder and Indicator 8 (Parent Involvement) with the Feds.

Eleanor is going to Washington, D.C. to discuss the criterion for setting the standard for disproportionality measures. It is important for Michigan to be a part of the discussion. Eleanor has met with Wayne County RESA superintendents regarding their concerns over their paperwork for the disproportionality indicators. There is still a lot of misunderstanding around disproportionality, so the federal government is moving to clear that up.

Eleanor informed the board that the MSD has been sold. She will provide more details at the Wednesday meeting. She also noted that the MDE office is working through many transitions and retirements. Eleanor is still learning how the grants work.

Three districts are approaching a second year of not completing the requirements of their corrective action plans. Any districts moving into their third year of not completing their plans will have a percentage of their funds withheld. OSE-EIS is trying to increase technical assistance to inform the districts of impending sanctions. OSE-EIS must apply sanctions consistently across all districts. The ISDs get the notice first, and then the letter goes to the local district.

Additional issues related to disproportionate representation were discussed.

The board discussed the availability of up-to-date documents on the OSE-EIS and MI3 websites. Please notify Eleanor if you find any old documents on the OSE-EIS or MI3 sites and she will forward that information to Lori Schulze at MI3/CEN.

b. President's Update

Teri Johnson

Teri will share updates under the meeting summary.

c. CASE

Laurie Jefsen

Laurie Jefsen announced March 3, 2011 as the date for the CASE MCEC presentation, entitled "Facilitation Skills for Group Effectiveness." CASE will have a reception Wednesday night as well.

Laurie attended the CASE Fall conference in Hilton Head. She remarked that research questions that CASE puts out nationally get little response. The board can encourage MAASE members to give input and be represented in the CASE surveys. The surveys usually have a long time frame. The group discussed the importance of responding to these surveys to provide feedback for fully informed decisions.

The national CASE meeting in Washington, D.C. will be held July 17-20.

d. MALSEA

Michele Harmala

John Bretschneider stated that Vince Dean will be speaking to MALSEA and MAISEA about teacher evaluations in December. The Batton Award will be given out at the end of the next meeting. Michele will present in February for MALSEA and MAISEA.

e. MAISEA

John Bretschneider

See MALSEA discussion.

f. Executive Director

Tony Thaxton

Tony reviewed the meeting packet materials. He noted that the workshops are filling up, with many members registering at the last minute. Cancellations are up as well. Finances seem to be part of the issue, as some members are not getting approval to attend. There is a deadline for refunds of 5 pm on Friday before each workshop. The workshop announcements are posted to the MAASE website as soon as possible so that members can register. The New Administrator Academy was well attended.

The Department of Education is working on the Michigan Literacy Plan. The plan draft and overview of the goals of the plan are available to review. MAASE members should be aware of the plan as it will have an impact on the use of and application for federal funds under the ESEA. The needs of students with disabilities are being taken into account by this group.

MAASE received a good amount of feedback for next year's Summer Institute. Members wanted a 9-hole, 5 o'clock golf outing, with hospitality and awards after golf. The Summer Institute will contain 13 hours of work for CEUs. MCEC thanked MAASE for a \$1,900 donation to the MCEC Foundation raised at the MAASE Summer Institute in 2010. Much of the donation came from the raffle.

The board discussed the need for a new method of sharing Activity Updates from committees. Many committees do not have reports until they meet at MAASE. Tony suggested that rather than committee updates, the groups submit their MAASE meeting agendas. After the MAASE meeting, the committees can then submit minutes/reports to Tony and he can get that information out to the Executive Board. The board discussed the need for balancing the flow of outgoing information with the ability to read and review all of the updates.

Group members should contact Tony with updated contact information.

g. Other

Cherie Snyder attended a meeting on seat-time waivers as a MAASE representative. Special education came up in regards to seat-time waivers. She will keep the executive

board posted on the outcome of those meetings.

IV. Correspondence

- a. MAASE received thank you letter from MCEC (see above).

V. Discussion/Action Items

- a. Strategic Plan Follow-up Meeting – Review/Discussion:

The Strategic Plan Follow-up Meeting had good attendance. The committees' action plans should be finalized for next year. The whole plan will be presented to the Executive Board in June and then to the whole membership that month. The components of the action plans should factor in the existing activities so that we can see how everything fits together and whether any activities don't connect to our goals. The committees now have contacts if they need assistance along the way.

- b. MAASE SEAC Representative Nomination – Discussion:

MAASE has to make a recommendation for a new SEAC representative from MAASE. It is a three-year term. Members should make recommendations for a new SEAC representative. Tony and Teri can discuss the responsibilities with interested parties. Carolyn Smith-Gerdes is interested in being considered for the position.

- c. Legislative issue of services to students with disabilities ages 22-26 – Discussion:

Lucy Hough-White attended the October MAASE Executive Board meeting to discuss the proposed legislation to scale back services to students with disabilities ages 22-26. The board gave support to Lucy in her discussions with the legislator. There may be unease in the membership about how that support came about. There are different views on the topic itself, but there are also different views on how the board came about their decision to support an action.

The board agreed on the need for openness and transparency in their actions, and discussed whether MAASE should take a stand on this type of issue. The board should inform the membership about these major issues. There should be a process for sharing information and obtaining feedback from members. Consensus building must be kept in mind.

This situation provides a good opportunity to review the goals of MAASE. The board's decisions have more credibility if MAASE is not divided as an organization. Decisions should relate to the goals of the organization. If the majority of the MAASE membership wants to respond to an issue like this, then the board should take action, but there is a need for incorporating membership feedback into the board's response.

The board acknowledged that this particular issue consisted of a plan for a potential situation, so it fell outside the normal MAASE procedures. There were also concerns about how MAASE can be involved in these types of issues if they have a lengthy consensus process, so it may be useful for MAASE to have contingency plans for situations that require immediate action.

The board discussed the need to resolve any misgivings about this situation among the membership. It was suggested that the by-laws be amended to include procedures for handling these types of issues so that the Executive Board will have rules to follow. The board acknowledged that a defined process would be helpful if MAASE wants to become more involved in legislative issues. It is important for MAASE to be involved in the conversation instead of just on the receiving end of mandates.

The board recognized the need to address the membership and let them know that they saw a need to be proactive on this issue. Now that they are hearing feedback on concerns, they realize the need to pause and gather broader support. The board must emphasize to members that they will make decisions that reflect the goals of the organization as a whole. It was decided that Teri would inform Lucy that she would be addressing the issue with the membership during Wednesday's meeting.

The board discussed developing a project proposal around this issue, which may result in a position paper. Teri can announce on Wednesday that there is a proposal for members to vote on, and make it clear that all members will be able to share in the process. Members will be instructed to notify Tony if they want to be on the project committee, and they can also request leadership roles.

- d. Member name badges are still being ordered.

VI. Adjourn: *President Johnson adjourned the meeting at 6:47 PM.*