



Michigan Association of Administrators of Special Education

## EXECUTIVE BOARD MEETING

Lexington Lansing Hotel  
Duesenberg Room

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# *Meeting Minutes*

*Monday February 8, 2010*

5:00 - 7:00 PM

Executive Board Members present:

Diane Heinzelman, Teri Johnson, Mark King, Laurie Jefsen, Penelope Miller-Smith, Michele Cutcher, Tony Thaxton, Executive Director.

Other Attendees/Guests:

Janis Gaubatz-Weckstein, Shari Armstead.

I. Call to Order:

Diane Heinzelman

*President Diane Heinzelman called the meeting to order at 5:05 PM.*

1. Consent Agenda

Diane Heinzelman

1. Approval Of Agenda
2. Approval of December 7, 2009 Executive Board Minutes
3. Approval of Financial Report

*Teri moved to approve the consent agenda. Penelope seconded the motion and it passed unanimously.*

III. Report/Updates

1. OSE/EIS

*No report.*

2. President's Update

Diane reported on the discussion she had with Jacque Thompson regarding the "Committee of 10" that took place after the December General Membership Meeting and the discussion she had with Jan Ord regarding use of content from the MAASE RtI book by the MDE Office of School Improvement.

3. Committee Chairpersons

1. *Tuesday PD – Shari Armstead reported on the plans for February with two separate Workshops and the need to identify a second workshop for April.*
2. *Summer Institute – Janis Gaubatz reported on Breakout Session procedures and planning and the plans for the Golf Outing.*

4. Project Leaders

*No reports.*

5. Liaisons

1. *SEAC - Teri Johnson reported that SEAC held a virtual meeting wherein the issues of Homeless Education and Complaint Process revisions were discussed.*

IV. Reports/Updates – Executive Board

1. *MALSEA – Penelope Miller-Smith asked about the “Award of Distinction” and the schedule of MAASE Awards was discussed along with the possible need to establish an ongoing “Awards Committee.”*
2. *MAISEA – No report.*
3. *CASE - Laurie Jefsen discussed the nomination of 2009 Beekman Award winner Kathleen Golinski as our CASE Administrator of the Year” award nominee. It was the consensus of the Executive Board that this should be added as a standard procedure for the association.*
4. *Executive Director Report – See report attached.*

#### V. Correspondence

1. *David Gruber – Request for Survey: It was the consensus of the Board that a David will be contacted by the ED to discuss his groups involvement with a project on Creating Agreement.*
2. *Clarence Thomas - APA's Model Act and NASP’s Commitment to Our Professional Future: It was the consensus of the Board to support MASP in this endeavor and that Clarence would be apprised of this support.*
3. *Advisory Board Representative Request – Hope College: It was the consensus of the Board that Cynthia Smith would be asked by ED if she would be willing to serve as an Advisory Board Representative for MAASE.*

#### VI. Discussion/Action Items

##### 1. Strategic Plan Goals

Diane presented the goals proposed for a first reading and April approval by the general membership. A motion was made by Mark King to approve the goals as presented. Penelope Miller-Smith seconded the motion and it passed unanimously.

##### 2. Committee to explore MASSP collaboration to develop Administrative Endorsement program.

Upon discussion it was the consensus of the Board that a possible project should be a topic of one of the Strategic Plan Goal Project teams.

##### 3. Invitation to participate in Michigan Joint Education Conference (MiJEC)

*A motion was made by Laurie Jefsen to participate in the MiJEC. This was seconded by Michele Cutcher and passed unanimously.*

##### 4. Membership and PD Registration Rates for 2010-11

A motion was made by Teri Johnson to maintain 2009-10 Membership and PD Registration rates the same for 2010-11. The motion was seconded by Michele Cutcher and passed unanimously.

##### 5. “Constituent Groups” and General Membership Agenda

*It was the consensus of the Board to include groups such as “SEI Program Supervisors” as “other” on the MAASE General Membership meeting agenda.*

#### VII. Adjourn

*The meeting was adjourned at 7:25 PM.*

# MAASE Executive Board Executive Director Report

Anthony S. Thaxton, Ph.D.  
February, 2010



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## I. The Numbers:

- Membership = 610 (February 2009 = (580)
- MAASE SLIP Conference Registration (1-28-10) = 50
- MAASE February 2010 Workshop A Registration = 293
- MAASE February 2010 Workshop B Registration = 91 (Total = 384, 2/09 = 330)
- MAASE February 2010 New Members Workshop Registration = 28 (2/09 = 81)
- MAASE February 2010 General Membership Meeting Registration = 198 (2/09 = 186)

## II. Financial Report:

- MAASE Balance Sheet - as of 2-6-10 (handout at Executive Board meeting)
- MAASE Profit & Loss Statement as of 2-6-10 (handout at Executive Board meeting)

## III. General Membership Agenda News for February 2010

- Supervisors of EI Programs meeting on Monday & Tuesday Noon
- Michigan CEC Board meeting on Monday
- Supervisors of HI Programs meeting again
- Planner-Monitor Group to meet again Wednesday PM

## IV. CLC Workshop Series

- As of today we have 24 people registered for this series.

## V. OEAA Advisory Committee Meetings:

- A sub-committee on which I participated as your representative developed a new MEAP-MiAccess Accommodations Table.
- A sub-committee on which I am participating as your representative is developing a new MEAS Assessment Selection procedure and guideline.

## VI. Changes in Michigan SB-CEU System

- The Michigan Department of Education (MDE) is transitioning to a Secure Central Registry (SCR), which will house all SB-CEUs awarded after Jan. 1, 2010. The SCR will allow educators to view all SB-CEUs awarded (after Jan. 1, 2010), regardless of the SB-CEU sponsor that is providing the SBCEUs. The SCR will be available on a 24/7 basis and equipped with a Help Desk to answer questions regarding navigation of the SCR site.

## VII. Miscellaneous E.D. Activities

- IDEA Partnership/CASE (Follow-up with project for shared decision making)
- SLD in da UP (73 registered, Laurie & Sharon presenting)
- SLIP Winter Conference (see SLIP Update)
- Several changes in MAASE Website
  - MAASE Activities v. Calendar
  - PD, Committee & Project work on wiki v. thru home page