



Michigan Association of Administrators of Special Education

EXECUTIVE BOARD MEETING

Lexington Lansing Hotel
Duesenberg Room

Minutes

Monday June 7, 2010

Executive Board Members present: Diane Heinzelman, Teri Johnson, Mark King, Laurie Jefsen, Michele Cutchner, Penelope Miller-Smith, Tony Thaxton

Other Attendees/Guests: Janis Gaubatz

I. Call to Order: *President Heinzelman called the meeting to order at 5:00 PM*

II. Consent Agenda

Diane Heinzelman

- a. Approval Of Agenda
- b. Approval of April 12, 2010 Executive Board Minutes
- c. Approval of Financial Report

Mark King moved to approve the consent agenda. The motion was seconded by Teri Johnson and passed unanimously.

III. Report/Updates

a. OSE/EIS (when Jacque/designee arrives)

Eleanor White attended and reported Jacque Thompson will be retiring officially as of July 31, 2010. She also reported that a new 4th Unit will be established at OSE/EIS entitled "Continuous Improvement and Compliance (see OSE/EIS Update for June, 2010). There then ensued a discussion of OSE/EIS – MAASE Communication and the role of the "Committee of 10."

b. President's Update

Diane reported of a meeting with Tony, Teri and Diane to discuss transition issues and support for planning for the Retreat and 2010-11. The Executive Director Services contract was also discussed as well as the role of the Strategic Planning Committees and impact on the ED role and responsibilities.

c. Committee Chairpersons

Janis gave an update of the Summer Institute 2010.

d. Liaisons

Teri gave an update of SEAC activities and the last SEAC meeting (See SEAC Minutes for May 2010).

IV. Reports/Updates – Executive Board

a. MALSEA – Penelope Miller-Smith

Penelope reported that Shirley Young will be presenting to MALSEA on Wednesday regarding CIMS and Focused Monitoring for 2010-11.

b. MAISEA - Michelle Cutcher

Michele reported on the activities related to sharing SLD Criteria language among ISDs and the plan for a MAISEA meeting led by John Bretschneider.

c. CASE - Laurie Jefsen

Laurie presented the plan for completing the annual CASE report as well as the Washington DC Conference and MAASE Member attendance.

d. Executive Director Report - Tony Thaxton

See “Executive Director Report” (attached).

V. Correspondence

Correspondence items were presented and discussed briefly.

VI. Discussion/Action Items

a. Spring Election Process (per Mark King)

Mark reviewed the election process, results, and the issue of number of votes cast. The issue of Region 1a representation was discussed in light of no one running for the election. Tony reviewed his communication with Region 1a Voting members. Laurie Jefsen moved that Rachel Fuerer be appointed as Region 1a Executive Board Representative. The motion was seconded by Penelope Miller-Smith and passed unanimously.

b. Michigan Education Association for Adjudicated Youth (MEAAAY) Request

Penelope Miller Smith moved that a MAASE “Community of Practice” be established for Adjudicated Youth Program Administrators and that MEAAAY members be invited to join MAASE. This motion was seconded by Michele Cutcher and passed unanimously.

c. MAASE Mini-Grant President’s Award

Diane reported that “Phun Physics” (Vasser Community Schools) would be receiving the the President’s Mini-Grant Award for 2009-10. Upon further discussion it was determined that the Executive Board would review the Mini-Grant Program at the Leadership Retreat.

d. MAASE Leadership Retreat

Dates and tentative plans were presented.

e. Executive Director Evaluation and Contract

Laurie Jefsen moved that the contracted payment for Executive Director Services be increased by 3% to \$59,516.49 for 2010-11. Mark King seconded this motion and it passed unanimously.

f. Executive Director request to attend CASE Leadership Seminar.

Teri Johnson moved that the Executive Director receive appropriate funding to attend the CASE Leadership Conference in July. Penelope Miller-Smith seconded this motion and it passed unanimously.

VII. Adjourn

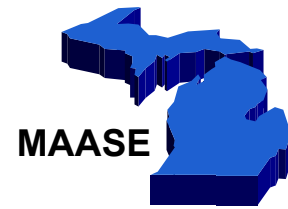
President Heinzelman adjourned the meeting at 7:15 PM.

MAASE Executive Board

Executive Director Report

Anthony S. Thaxton, Ph.D.

June, 2010



I. The Numbers:

- 2009-10 Membership = 621 (June 2009 = 587)
- 2010-11 Membership = 42
- MAASE The SIM & Content Literacy Continuum (5-10) = 45
- The New Michigan IEP = 138 (w/2 week waiting list)
- MAASE June 2010 Workshop A Registration = 187
- MAASE June 2010 Workshop B Registration = 100 (June 2009 = 285)
- Summer Institute 2010 Registration = 142

II. Financial Report:

- MAASE Balance Sheet - as of 6-5-10 (handout at Executive Board meeting)
- MAASE Profit & Loss Statement as of 6-5-10 (handout at Executive Board meeting)

III. General Membership Agenda News for June 2010

- New Michigan IEP Training on Monday June 7th
- Michigan CEC Board meeting on Monday
- General "Networking" activity available on Tuesday
- Planner-Monitor Group to meet again Wednesday PM
- F & L to meet in Ballroom F for lunch as usual (w/out table set-up)

IV. CLC Workshop Series

- Evaluations were better with focus on strategy and content enhancement training.
- Will determine cost/benefit and bring recommendation to Executive Board at the Retreat in July.

V. MASB/MELG Office Space

- Met with Nanette Pearson, MASB CFO and did walk through on 4-30-10.
- Cost and size of space available are prohibitive (\$24k + annual).
- Expressed interest in "partnering" or sub-leasing one office.

VI. New Administrator Workshops

- Met with Bill Hartl on 4-29-10 to discuss future of New Administrator Workshops for 2010-11 and beyond.
- A new plan will be presented by Bill on Wednesday at the General Membership Meeting.
- Looking to move New Administrator Academy back to Monday PM for 2010-11.

VII. Michigan Literacy Team Meeting (MDE)

- Represented MAASE at 2-day meeting at MSU Kellogg Center
- State Literacy Leadership Team (MiLitTeam) to develop and design a comprehensive Statewide Literacy Plan (MiLitPlan).
- The Literacy Plan will inform Michigan's work with literacy pre-K through adult education and position the department to develop competitive grant applications to improve literacy.
- A Statewide Literacy Plan and the formation of a State Literacy Leadership Team, representative of key stakeholders and professional organizations, are required in the

proposed Elementary and Secondary Education Act (ESEA) Title I legislation (**LEARN Act**).

- Elements necessary for the development of literacy for all students are included in initial drafts and I will be sure to monitor further development and share information with the membership as appropriate.

VIII. Meeting with Adjudicated Youth group (MEAAAY)

- Met with Bill Haines and 5 other members on Friday April 30, 2010.
- Presented an overview of MAASE including recent developments with constituent “communities-of-practice” groups.
- Bill called last week and they are interested in recommending that it’s members join MAASE with the proviso of a constituent group status (i.e. SLIP).
- I am meeting with Bill et al on Wednesday at 1:00 PM to report Executive Board receptivity and address further questions.

IX. MAASE Election

- System seemed to work well with few (under 5) questions from the membership regarding procedures.\
- One member expressed concern that they did not have enough time to respond to the election announcement within the one week time period for which the ballot was open.

X. Michigan’s Integrated Mathematics Initiative (MIMI)

- Continued to represent MAASE with the MiMI.
- MIMI is an IDEA Mandated Activities Project awarded by the Michigan Department of Education, Office of Special Education & Early Intervention Services.
- **It includes a process whereby** a team of diverse Michigan stakeholders convened in March to identify what ought to be done to ensure all Michigan students are successful in mathematics, determine the barriers to achieving it, and review and provide feedback on the actions that will achieve the “ought”

XI. Miscellaneous E.D. Activities

- Arranged Easy IEP meeting for 5-12-10 at Lexington Lansing Hotel.
- Arranged and attended Tuesday PD Committee meeting on 6-4-10 in Mt. Pleasant
- Met with MAASE President and President-Elect to discuss transition, current issues and future plans.
- Met with Grand Traverse Resort personnel on 5-20-10 regarding SI 2010 and Golf Outing.
- Met with Janis Gaubatz regarding SI 2010 Agenda and related items.
- Developed a new MAASE Leadership Directory Draft (handout).