



# BOARD OF DIRECTORS

Monday, December 7, 2020

4:00 – 7:00 pm

(via Zoom)

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## Minutes

**Board of Directors Members present:** Derek Cooley, Katie Flynn, Ben Hicks, Karen Howey, Tami Mannes, Nikki Moore, Renee Thelen, Sarah Winslow, Deb Zelinski

**Members Absent:** Trish Lopucki

**Other Attendees:** Abby Cypher, Executive Director; Sue Leach, MAASE Executive Associate

**Guests:** Sarah Jennings (Maner Costerisan)

### Call to Order 4:02 pm

#### A. Approval of Board Meeting agenda

Motion: Approve 12/7/20 agenda

Motion - Tami Mannes

Second - Deb Zelinski

Discussion – None

Motion carried

#### B. Consent Agenda

Motion: Approval of Board Meeting minutes from November 16, 2020

Motion - Katie Flynn

Support - Tami Mannes

Discussion – None

Motion carried

#### C. Maner Costerisan Report (Sarah Jennings): Independent Accountant's Review Report

Sarah Jennings reviewed the 2019-20 independent accounting review including the MAASE financial statements. Overall, MAASE assets were decreased from the previous year, however, given COVID, it was not unexpected or out of proportion.

Motion: Approve the Reviewed Financial Statements report.

Motion – Ben Hicks

Support – Sarah Winslow

Discussion – None

Motion carried

## **D. Reports of Committees/CoPs:**

### Standing Committees

1. Legislative Action Committee – No report
2. Association Partnerships – No report
3. Membership Services
  - a. Meetings are now being held Wednesday mornings of MAASE week from 7:30-8:30 am.
  - b. Working on a plan for silent auction in February.
4. Finance & Legislation – No report
5. MAASE Mini-Grants: Applications have been reviewed by a team; recommendations will be made this week.

### Professional Learning

1. Developing Leaders: Continuing to offer Developing Leaders sessions via a remote format. The most recent unscheduled meeting was well attended and appreciated given the ever-changing circumstances of COVID. Approximately 70 people attended in November.
2. SLIP Winter Conference - No report
3. Summer Institute - No report
4. Tuesday Professional Learning
  - a. The PL Committee has completed planning the 2020-2021 series. PL facilitators meet with the presenter(s) about one month before the scheduled PL session to review the session.
  - b. The PL committee will begin planning for the 2021-2022 PL series after January, with the goal of having a draft by the end of June with a schedule of presenters aligned with a series theme and individual sessions that coincide with MAASE President's theme.
  - c. Sarah Vander Baan and Anne Marie Sladewski met with Melissa Usiak from MASCD to discuss the possibility of partnering with MAASE to offer/advertise MASCD PL to MAASE membership.

### Communities of Practice (CoPs)

1. New Administrators: Continuing to connect our attendees with resources we feel they need and that they've requested through a survey that we put out. John Andrejack presented on finance on Monday.
2. Early Childhood: Networking and member support around navigating early intervention/early childhood special education supports and services during the pandemic. We have virtual networking meetings every other month (coinciding with MAASE) on Monday afternoons.
3. SEI/Adjudicated Youth - No report
4. ISD collaborative - No report
5. Secondary Transition: December agenda includes: B13 data review, possibility of NTACT dismantling, transition services during online learning, and transition assessments
6. SLIP: Meeting every two weeks April-June; monthly July-Present; Kelly Rogers drafted ABA document with team input in response to use of "medical necessity" terminology to support ABA services in the school setting. Team is working on Virtual Reality Simulation Project with Great Lakes Reality lab through the MCEC/MAASE grant.
7. Deaf/Hard of Hearing – No report
8. Urban Special Education Administrators: Discussing issues related to the pandemic and how it is impacting urban districts. Meeting virtually Dec. 8th @ 3:30.

### Liaison Reports

1. MAASE/CASE/MCEC Liaison Report (Ben Hicks): MAASE and MCEC continue collaborative work on the module development grants. CASE just provided 50% off CEC membership coupon.
2. SEAC Representative Report (Nikki Moore/Sarah Winslow): SEAC agenda items focused on legislative action and SPP Indicator metric changes.

### **E. Additional Updates/Reports from Board Members**

1. President:
  - a. Approval of Board meeting minutes: Historically, minutes are approved at the following Board meeting (2 months). Propose the Board approves the minutes electronically so the minutes can be published to members in a more timely manner. The Board agreed.
  - b. CASE Statement on Moratorium on Training Related to Critical Race Theory: Release something on MAASE social media.
  - c. Youth Suicide Prevention Summit: Abby Cypher & Renee Thelen are co-facilitating a session on hiring mental health professionals on December 9<sup>th</sup>.
  - d. Hiring Mental Health Professionals Taskforce: Renee is on the taskforce.
2. Past President – No report
3. VP Elect:
  - a. Interview Request for Capitol News Service: Working on an article on SWD and online learning; Derek will offer support to the News Service
  - b. Update on VR Committee: Held three meetings week of November 30<sup>th</sup>
    1. Meeting 1: Committee met to discuss plans and the need for project manager
    2. Meeting 2: Informal conversation with Beth Steenwyk as Project Manager; Thrun articulated that we do not need to post position
    3. Meeting 3: MCEC & Great Lakes Reality Lab updates and timelines
4. ISD Administrators – No report
5. LEA Administrators – No report
6. Regional Updates – No report

### **F. Executive Associate Report**

1. Profit Statement for October 2020 MAASE was reviewed.
2. MCEC VR grant covering the cost of CVENT for 2020.
3. Batten Humanitarian Award will be presented virtually.

### **G. Executive Director Report**

1. Legislative Update
  - a. Dyslexia Legislation - did not move far enough for lame duck; will be reintroduced next session.
  - b. Alternate Diploma
    1. MAASE may want to create a workgroup in anticipation.
    2. MASSP would be a good partner. Abby reached out to Bob Kefgen to discuss.
    3. Dr. K. presenting Path Forward at SBE meeting. Call to action is around graduation rates.
  - c. Lame Duck
    1. Substitute Teachers/Critical Shortage.

2. Open Meetings - extension to meet virtual until end of March.
- d. COVID Learning loss- we should keep an eye on how this will impact potential legislation in the future.
  1. EPIC - released new data.
  2. Renaissance paper - released new data.
  3. MAASE may want to create a workgroup.
- e. Membership Updates-
  1. Short update via zoom for members to occur in January.
  2. MCEC distribution web tool will be pursued.
2. Strategic Planning Survey Recap: Survey was emailed to membership with 102 respondents. Gift cards discussed in motion below.

## H. Action Items

1. Virtual Instruction Committee
  - a. Motion: Contract with Abby Cypher one day per week to work specifically on management of the new virtual reality (VR) grant. This work would supplement the work she currently does as the MAASE Executive Director and would be paid at the federal rate (\$1200 per day for 12 weeks) for October 2020, November 2020 and December 2020 for the \$45,000 federal grant through MCEC. Additionally, Abby would be compensated at the state rate (\$550 per day for 44 weeks) for December 2020-September 2021 for the \$1.5M state grant received.
    - Motion - Sarah Winslow
    - Support - Nikki Moore
    - Discussion - None
    - Motion carried
  - b. Motion: Approve the Virtual Instruction Committee to execute a contract with Beth Steenwyk as the VR grant Project Manager from December 2020 through September 30, 2021. The agreed-upon contract will not exceed \$50,000 (or \$1000 per day) for 10 months (maximum 9 days per month.)
    - Motion - Deb Zelinski
    - Support - Renee Thelen
    - Discussion - Beth has been working with GOISD; she is thorough and provides excellent work.
    - Motion carried
  - c. Motion: Approve a contract with Maner Costerisan for Phase 1 of their proposal and Phase 2 of their proposal but limited to grant financials only.
    - Motion - Renee Thelen
    - Support - Ben Hicks
    - Discussion - None
    - Motion - Passed
  - d. Motion: Purchase one \$500 gift card and pay \$500 stipend from the VR grant dollars to compensate Tina Lawson for her time thus far working with lesson development for the VR grant.
    - Motion - Derek Cooley
    - Support - Deb Zelinski

Discussion - None  
Motion carried

2. Motion: Purchase four \$25 gift cards to send to respondents for participating in the strategic planning survey.

Motion: Renee Thelen

Support: Nikki Moore

Discussion - None

Motion carried

**I. Adjourn 6:33 p.m.**