



BOARD MEETING MINUTES
 Kohlwes Education Center-KEC, Renton, WA
 Friday, February 2, 2018
 8:45am-3:00pm

Present: Kindra Clayton, Heidi Hellner-Gomez, Forrest Griek, Carrie Lam, Ashley Leneway, Marie Verhaar, Marci Shepard, Dr. Shannon Thompson, Sheree Clark, Janet Regge
Absent: Celina Brennan, Doreen Keller, Keith Lambert, Jeb McGlinchy, Dave Myers, Marissa Rathbone, Monica Chandler, Brian Stewart. Ken Turner served as a proxy for Marissa Rathbone

I. **Call to Order** 8:57am
President Marie Verhaar. Marie called the meeting to order and introduced **Ken Turner** from OSPI (supervisor for health and physical education) joining today in place of Marissa Rathbone. Marie thanked members who were present and made the time to be here today. We need 10 for a quorum and right now we only have 7 voting members.

II. **Opening Activity**
Janet guided us through an opening activity, "Would You Rather?" Janet posed two questions (i.e. Would you rather live for 1,000 years or live for 100 years 10 times?) board members picked from one of two sides of the room depending on what they would rather do. It was a fun opening to get us up, smiling and chatting about the pros and cons of each question.

III. **Consent Agenda**
Marie led the board through the consent agenda items which included the Board Meeting Minutes from October 26, 2017 in Spokane and the Critical Question Series. Minutes were emailed with this agenda and are in the Dropbox. We will return to this item when a quorum is reached. **Marie** reviewed the Critical Question Series remaining months/themes and Carrie will check in with Marci about May.

Critical Question Series

February	Keith Lambert	Intercultural Education	2/8/18	2/13/18
March	Marie Verhaar	Teacher Librarian/Susan Panter	3/8/18	3/13/18
April	Ashley Leneway	Ed Tech	4/12/18	4/17/18
May	Marci Shepard	College/Career -Portrait of a Graduate	5/10/18	5/15/18
June	Brian Stewart	Grit -Dweck	6/7/18	6/12/18

IV. **Action Items**

1. **Goal 5 - Leadership and Governance**

A. **Financial Report**

Carrie reviewed the revenue received as of December 2017. Carrie shared funds generated from the event in Spokane in October and the sponsorship funds that have been recorded as of December 2017. She noted that Kaiser Permanente sponsorship was secured by Keith for \$5,000 for the January 19, 2018 event and expects it to be reflected in the next report. **Carrie** reviewed the expenses that we have incurred for Boston/Empower18 in March, changes to flights that were made (Janet's flight cancelled/credit voucher received). Marie and Carrie changed their flights to leave a day earlier (3/22/18) to attend the Affiliates Leader Meeting in Boston (flight changes resulted in credit vouchers) and added one more night hotel stay each. Other expenses that will be reflected in the next financial report are LFA dues/\$500, Marissa Gbenro's fee/\$1,000 for the website/branding/logo refresh and the upcoming issue of the CinC. **Carrie** pointed out that we have spent \$1,509.52 on materials with the updated logo (pads, pens, banners, table cloth) something that we did not have a line item designated for when the budget was presented in June 2017. She will review the financial summaries from October 27, 2017 and January 19, 2018 events later in today's agenda. Since we do not have a quorum we will need to review this information and come back to vote for approval of the financial report.

B. **Membership Report**

Carrie updated the board on the latest membership report and reviewed each category and reminded the board that these numbers are always fluctuating with renewals, new members, and members dropping off throughout the year. She also mentioned that we have a few board members that are not current WSASCD members and will connect with them to get them signed up.

Member Types	March 2015	March 2016	March 2017	January 2018
ASCD joint dues	255	263	183	191
Complimentary	54	22	6	24
Members result of PDAs	147	366	176	300
Renewed from previous yr	249	242	329	238
Retired/Student/Para/Intern	9	5	8	4
Totals	714	899	702	757

C. Executive Coordinator Evaluation

Marie and **Janet** asked Carrie to step out of the room, so they could discuss Carrie's performance evaluation and self-evaluation. Carrie returned to the board room and Marie and Janet shared their evaluation with Carrie and each board member shared feedback. Her contract will be renewed. Marie and the board felt that Carrie's performance has been exceptional and would like to award her with \$1,000. **Carrie** thanked the board and did not expect the award, she learned so much in her first year with WSASCD and enjoys her work with everyone. A quorum was met while discussion the executive coordinator evaluation, Marie asked if anyone would make motion to approve the \$1,000 bonus to Carrie for her performance, **Marci** made the motion to approve and **Kindra** seconded the motion, Marie asked, all in favor? No one opposed, the motion carried.

Marie led us back to items that needed to be voted on. She reviewed the past minutes that everyone received in an email from Carrie and is also located in the Dropbox. **Heidi** made a motion to approve the October 26, 2017 meeting minutes and **Marci** seconded the motion. Marie asks, all in favor? No one opposed, the motion carried. **Marie** took the board back to the income statement reviewed earlier in the morning. **Shannon** made a motion to approve the December 2017 income statement, **Sheree** seconded the motion, Marie asked, all in favor? No one opposed, the motion carried. **Carrie** shared with the board that we need to vote to Evelyn Johnson and Carrie Lam the authority to apply for credit on behalf of WSASCD. She shared that Eve our accountant, would like to change from Key Bank to Heritage Bank (personal business relation with the bank, ability to use remote deposits, credit card ease). **Janet** made the motion to approve granting Evelyn Johnson and Carrie Lam the authority to apply for credit on behalf of WSASCD, **Ashley** seconded the motion. Marie asked, all in favor? No one opposed, the motion carried.

D. ASCD Annual Conference in Boston

Carrie shared an update about the Affiliate Reception coming up in March in Boston. We are partnering with Bill Dods from Illinois ASCD and joining other states California ASCD, Illinois ASCD, Indiana ASCD, Iowa ASCD, Michigan ASCD, Minnesota ASCD, Missouri ASCD, Nebraska ASCD, Ohio ASCD, Oregon ASCD, Pennsylvania ASCD, Washington ASCD and Wisconsin ASCD. The reception will be Saturday, March 24, 4:30-6:30pm. **Janet** shared how hosting a reception is great for networking and meeting people from WA State that may not realize that WA State has an affiliate and spoke about Kevin Parr, former board member that she met at a previous annual conference. **Marie** shared Forrest, Kindra and Carrie will attend in Boston. **Shannon** is also planning to attend. Marie and Carrie will attend the Affiliates Leader meeting on Friday 3/23/18, they will share with the board what they learn in Boston. **Forrest** shared that he and a group from Tacoma Public Schools colleagues will be hosting a session on The Whole Child Educator on Saturday morning at Empower18. **Carrie** will send the Affiliates Reception invite to the board to share with colleagues attending in Boston.

2. Goal 3 - Programs, Products, and Services

A. Summary from October 27, 2017, Trauma Informed Practice Summit in Spokane with Kristin Souers

Carrie reviewed the survey evaluation and financial summary from the October 27, 2017, Trauma Informed Practice Summit in Spokane with Kristin Souers. Of the 95 participants 68 participated in the survey. Over all the survey showed that participants took ideas and strategies away with them to apply to their day-to-day work and felt the event was well organized. There was only one respondent who did not find the summit useful and there were a few responses that mention that the seating at the venue could have been better if they weren't next to a pole or that they had to turn their chairs to see the presenter. The survey showed that participants from the event are interested in future learning opportunities related to: 1)Trauma Informed Practices, 2) The Whole Child (including social/emotional) and 3) Multi-tiered Systems of Support. Most participants heard about the event via email or recommendation from a colleague. A full report of the survey results are posted on the WSASCD website. **Carrie** reviewed a second survey that was given to find out about where folks might be willing to attend future PD, we found that since this survey was done on the east side a majority (53 said they would definitely attend on the east side of the state and only a handful would be interested in central or western WA) a full summary of this survey is available on the website.

Carrie reviewed the financial summary we did not have a sponsor for this event however the venue at Whitworth was at no cost (they received 10 complimentary registrations in exchange). It was a great venue to work with and the food service was nicely done and supported by Whitworth staff. Our net earnings were a little over \$14,000 after about \$7,000 in expenses.

B. Summary from January 19, 2018, Trauma Informed Practice Summit in Spokane with Kristin Souers

Carrie shared the survey evaluation from the January 19, 2018, Trauma Informed Practice Summit in Spokane with Kristin Souers. Of the 109 that attended 56 completed the survey. Over all the survey showed that participants took ideas and strategies away with them to apply to their day-to-day work and felt the event was organized. Similar to the October event there was one respondent who did not find the summit useful. The major negative feedback about the event was the venue (acoustics, heating and chairs). The survey showed that participants from the event are interested in learning opportunities related to: 1)Trauma Informed Practices, 2) Multi-tiered Systems of Support and 3) The Whole Child (including social/emotional). Similar to the last event most participants heard about the event via email or recommendation from a colleague. A full report of the survey results can be found on the WSASCD website. **Carrie** then

reviewed the preliminary financial summary from the event. The net income of \$14,804.46 does not include the \$5,000 sponsorship from Kasier Permanente and does not reflect some expenses (lunch & breakfast, printing, gifts cards for Brad and LaShanda in Kent who helped us coordinate the venue for the event), it was great that we did not have to pay for this venue (Kent SD did receive 10 complimentary registrations in exchange) however, from the feedback it sounds like it might not be a great future location. **Carrie** will share a final financial summary from this event when we meet again in April.

C. **Make future Professional Development Plans**

The agenda included potential opportunities to consider for future PD. **Marie** led the board through the possibilities beginning with Kristin Souers. Kristin is interested in continuing to work with us and there is interest from past participants that would like to see more Trauma Informed Practice. **Janet** comments, offering part 2 and 3 has been successful in OR and they have built a partnership with Kaiser Permanente who is interested in supporting the event around trauma informed practice. **Marie** continued, other ideas are to work with Bill and Kathleen who just released their new book. **Marie** talked to Bill and Kathleen and they are willing and interested in doing something with us too. John Norlin is also someone who has reached out to Marie (Forrest & Kindra too). **Marci** and **Sheree's** districts are partnering with John and believe in his work. **Marci** spoke about John Norlin's work to build this culture of empathy and love. **Marci** is meeting with John Norlin in February. His training is usually a 1-2 day training. Some thoughts, would it work for us to join forces with Orting? Could a couple of us go and participate, if he is here in April already? A concern with the April date is that we don't know if we would be competing with that event. **Sheree** has experience work with John in her region, his name is really getting noticed and his work recognized, he is willing to work with others and we have worked with Lindsey Norlin. **Marie** suggested that the executive committee could meet with him and see what he is interested in. **Marci**, suggests trying offer the training on Saturday over the weekend to avoid teachers need to get subs. **Marie** asked if we could meet with John the Feb. 23rd following **Marci's** meeting with him. The board is interested in connecting with John Norlin to find out more.

Marci, I wonder if we can target our registration to the past registrations (for part 2 with Kristin). **Janet** adds we might be able to ask Kristin if she can share with us contact information from other surrounding districts that she has worked with. **Heidi**, my concern about part 2 is if we waited too long we may lose momentum, it looks like OR is doing it March and then April. **Ken** asks, is this something we can do as a half day? And suggests a pre-conference model, similar to something he has seen before and mentioned the SHAPE WA conference coming up in Wenatchee. A comment was that it might be hard to find subs to cover teachers to attend.

Marie asked if anyone was opposed to working with Kristin for part 2 and if we can piggy back on something that is already happening? No one opposed. Should we start on the westside first with a part 2 with Kristin and then try on the eastside part 2 depending on how the westside goes? The board seemed to agree. We should see how part 2 goes and then talk with John Norlin to see what we can do with him, and then reach out to Bill Parret and Kathleen Budge for later in 2018 or early 2019? **Heidi** shared that there is interested in her region for more and **Marie** will touch base with Bill and Kathleen, we will touch base with them at ASCD Empower18. **Marie** reviewed the list of opportunities and reflects on a presentation from Dr. Norm Webb and his work around Depth of Knowledge/DOK, it was powerful learning. He works with CA he is moving to WA in June, he would be somebody who would be interested in doing something with us at some point.

D. **Awards: Whole Child Awards and OYEA**

The awards window is open today until April 13th. **Carrie** adds that the nomination links were emailed, are included in the Newsflash that was sent out today and are also on the website. Our Awards Co-Chairs are Marissa and Heidi. **Ken** has worked with Marissa on the revisions of The Whole Child Award. **Heidi** shared that she and Marissa need 3 people to serve on the Awards Selection Committee to help review nominations. **Ken** volunteered, **Sheree** and **Ashley** also offered to help. **Ken** gave insight on the latest revisions of The Whole Child Award. The application requires a school to demonstrate 2 or more of the 5 tenets of The Whole Child and Marissa included the criteria of an artifact (video, photography, graph) as evidence of demonstrating a tenet of The Whole Child, and another new criterion is the partnership with outside community organization that also embraces a tenet of The Whole Child.

3. **Goal 2 Communications and Publications**

A. **Curriculum in Context** Update-Submission due date March 15, 2018. **Carrie** shared the notes from Doreen regarding the upcoming spring/summer issues of the Curriculum and Context eJournal. Doreen has been in touch with 5 writers, we have heard also from all 3 of Marie's recommendations so we should have a good size journal. **Carrie** pointed out the timeline that Doreen and publisher Marissa Gbenro are working with to meet the publishing goal date of April 13th, 2018 and that Doreen has already begun working with the next editor Kathryn Picanco on constructing the Fall 2018 theme.

B. **Brand, website refresh**

Carrie will maintain the website and would like feedback on logos (partner/sponsor) for website. **Janet** suggested adding Kaiser Permanente and taking off American Reading Co. **Carrie** also shared that she receives multiple inquiries to add links to the "additional educational resources" page on the website. It was suggested that the communications committee could develop some criteria for **Carrie** to use to filter what is included in the additional educational links. There were also some comments supporting that those request come with some kind of sponsorship or support to WSASCD. At 11:30am we walked across the street for lunch.

C. Self-Identity Activity

Ken shared a PD activity around self-identity. The activity engaged small groups to categorize statements in one of 4 categories: biological sex, gender identity, sexual orientation, sexual behavior. The take away was that gender identity is something that kids often struggle with internally at a much younger age (preschool-early elementary) and sexual orientation is something that students explore at (middle/hs school). This knowledge we could better support students who are trying to understand their gender identity. **Ken** will send Carrie this activity to share with the board as well as an article that could provide support to schools and parents/family/community understand and support students with their gender identity.

4. Goal 1 Diverse Active Membership

A. Board Election

Marie thanked Ken for sharing his activity and shared that the executive committee met over the phone in November 2017 to review upcoming 2018 board election and potential board candidates for those with terms ending this June as well as the open position of president elect.

- Terms ending: [Brian Stewart ESD 189](#) who we have Monica Chandler currently on too from that region, no need to have a replacement for Brian and [Celina from ESD 101](#).
- **Carrie** will follow up with Celina on her leads and **Heidi** has a recommendation (former principal Small Communities Leader and now teacher Eric S.) **Heidi** asked how teachers can get support financially for WSASCD board commitments? **Janet** shared that this can sometimes be difficult for those in teacher roles, she approached her superintendent and so they may need to go to the district administrator to ask for support. **Ashley** also has a recommendation that she will reach out to.
- **Marie** reviews the current state of the board and that we will check in with Monica about her commitment to serving on the board.
- Upcoming ballot will include Pam Schaff from Tukwila she will represent the North ESD 121 region and Alicen Gaytley/Wenatchee ESD 171 for Ashley's position.
- **Forrest** is interested in running for President Elect. If Forrest moves to the President Elect, then we would ask Kindra to begin a new 3-year term as the ASCD rep. We would then need a candidate from ESD 123 region. **Kindra** mentioned looking outside of Richland for a board candidate. **Carrie** will communicate with Kindra and Kathy Clayton for a candidate.

5. Goal 4 – Influence and Policy

A. OSPI Report and Updates

Ken shared OSPI updates. He showed a video by Chris Reykdal that described OSPI's levy plan as outlined in HB2721/SB 6362. Ken was asked if this video could be shared. **Marci** cautioned sharing the video as the it does not address the message that not passing the levy would have potential impact on the funding of all basic needs/education.

Implications of delinking SBA to graduation

EHB 2242:

Superintendent Reykdal released a [short video](#) yesterday that describes OSPI's levy plan as outlined in [HB 2721/SB 6362](#).

Summary of our agency request legislation pertaining to EHB 2242 fixes

Information regarding HB 2311 (waving fees, ASB costs) iGrants revised application format (documenting waivers)

6. Goal 5: Leadership and Governance

A. **Student Chapter update** -Keith and Jeb were not present, **Carrie** shared that Whitworth University will cover expenses for Jeb/student intern to serve on our board.

B. Learning First Alliance

Carrie shared that she and Dave have been attending the LFA meetings. At the June retreat there was a request to include minutes from these meetings, the latest notes are in the Dropbox. Highlights from the meeting were results from the teacher shortage campaign, a presentation from a director of the National Learning First Alliance shared "The Elements of Success." To help WA FLA frame our focus each of the organizations will give a presentation about their purpose/goals. Carrie and Dave will present at the April LFA meeting and share the basics of WSASCD: Who? What? Goals/Plans for WSASCD. It was suggested that we bring membership forms to gain members, **Carrie** asked for any other suggestions to be emailed to her.

C. June 22-23, 2018 Retreat (Meridian Valley Country Club, in Kent)

Marie reviewed our experience last June for the retreat in Spokane at the Holiday Inn Express and how the board decided to move our retreat for this June 2018 to Westside of the state. In looking for a new venue for this June retreat the goal was keep the budget close to the same as the retreat from last year, which was about \$750.00. Marie is a member of the Meridian Valley Country Club in Kent and we have connected with the coordinator there. We will have a light lunch on Friday and then bbq hosted by Marie at her home in Kent. On Saturday we will have a full day meeting from 8:00am-3:00pm. **Marie** asked if anyone would like to make a motion to approve the retreat plan and budget. **Heidi** made the motion to approve the retreat plan and budget of \$750 and **Janet** seconded the motion, non-opposed, the motion carried.

D. Executive Committee 1-day Retreat June 25, 2018* in lieu of L2L (D.C./Nov. 2018 Nashville)

Marie shifted to the proposal of having an Executive Committee Retreat following the Board Retreat in Sea-Tac at Cedarbrook Lodge, lieu of going to L2L. **Janet** shared some history of L2L and how last year it was costly for affiliates to attend. ASCD announced (after we had booked non-refundable airfare) that they would not be responsible for hotel accommodations as they have in past years and the registration fee to attend was raised substantially. While at L2L in July 2017, **Marie** shared that she did not feel it was valuable or was the cost necessary as we spent a majority of the time with each other and we could save travel time and expenses and meet locally this year and consider attending L2L next year 2019. ASCD also changed 2018 L2L to November in Nashville from July in DC, which would not be an ideal time to travel. **Marie** shared the cost for a full day meeting at Cedarbrook Lodge is \$185.00 per person which includes: breakfast, lunch and dinner, meeting room, AV and wifi, water, snacks throughout the day, and parking. Seeing that the cost would be substantially lower to meet locally, **Sheree** asked if 1 day would be adequate time for the Executive Committee to meet. **Forrest** responded that 1 day is probably equivalent to the 3 days spent at L2L as there are meetings and sessions that we would attend in between having time with WSASCD members. **Marie** asked if anyone is opposed to this proposal or if anyone would like to put a motion to support the Executive Committee Retreat meeting and budget in lieu of attending L2L 2018. **Marci** motioned to approve the executive committee retreat day and **Heidi** seconded the motion, non-opposed, the motion carried.

E. Committee updates and work time

Marie shared that our plan last June to have committees and set goals within each committee to accomplish work between meetings did not work so well for our board. She welcomed ideas for how to help keep the ball rolling and moving our work forward. The board broke out into committee groups for 20 minutes to work, some groups were unfortunately small because of attendance. The meeting ended with each committee sharing progress and next steps. Each committee's next steps are noted below a full update on each committee was attached to the meeting minutes*

Influence and Advocacy & Leadership and Governance (Heidi & Ken) Determine ways to promote and advocate The Whole Child, reach out to ESDs to promote The Whole Child Award. Create an award to recognize a distinguished/older educator, **Carrie** will send CA's Outstanding Instructional Leader OIL for reference.

Communications & Publications (Ashley & Marci) New logo/brand guidelines are in the Dropbox to redesign new QR code. Twitter Chat around Critical Questions Series, creating a listserv with ESDs, revisit step & repeat banner purchase for events, possibility of developing an app, research to find out costs.

Diverse and Active Membership (Marie, Shannon, Sheree & Carrie) Find out how other affiliates limit access to "members only" resources. Reach out to WA federation of independent schools, create a brochure to include in HR packets for new employees in districts and for WSASCD members to distribute in their districts to increase membership. Build FB/Twitter presence encourage membership.

Products Programs and Services (Kindra, Janet & Forrest) Kristin Souers is holding 4/27/18 for us and Carrie will begin to look for a venue, we will reach out to previous participants from Kristin Souers/Part1. 4/27/18 is the next board meeting so we may need to plan for an early start of the event and board meeting to follow.

Meeting adjourned at 3:07pm

Future Dates:

- Awards Program Window February 2-April 13, 2018
- Board Meeting April 27, 2018 - in Renton at KEC
- June 22, 2018, 1:00pm-4pm– Meridian Country Club, Kent & BBQ following the meeting @Marie's in Kent
- June 23, 2018 -8:00am-3:00pm -Meridian Country Club, Kent
- September 21, 2018 - Teleconference 10:00-11:30 am
- October/November date 2018 TBD - Meeting is always associated with a fall event, which has not yet been planned.
- February 1, 2019 - in TBD
- April 26, 2019 - in TBD
- June 21-22, 2019 in TBD

Meeting Notes Submitted By Carrie Lam