



**BOARD MEETING MINUTES**  
**Whitworth University, Spokane, WA**  
**Thursday, October 26, 2017**  
**5:00-6:30pm**

**Board Members present:** Celina Brennan, Kindra Clayton, Heidi Hellner-Gomez, Carrie Lam, Keith Lambert, Ashley Leneway, Dave Myers, Marissa Rathbone, Marie Verhaar **On the phone:** Forrest Griek, Marci Shepard, Dr. Shannon Thompson **Absent:** Monica Chandler, Sheree Clark, Janet Regge, Brian Stewart

**I. Call to Order**

President **Marie Verhaar** called the meeting to order at 5:09pm

**II. Opening Activity**

**Heidi** guided the board through an opening activity. **Heidi** is a Whitworth alum and since our meeting was on campus her activity was inspired by this statement “Whitworth provides students with an education of mind and heart” and the 5 tenets of the Whole Child. The opening activity engaged us in the Marvelous Me (M&M) activity where each member shared something according to the color M&M you picked and we shared in a second round an experience linked to the color of M&M that we picked to one of the Whole Child tenets that was assigned a color.

**III. Consent Agenda**

**Marie** led members to review the minutes of the September 22, 2017 Teleconference Board Meeting that were emailed and could be found in the Dropbox prior to the meeting. **Marie** asked the board for approval of the meeting minutes from September 22, 2017, **Marissa** made the motion to approve the minutes, **Dave** seconded the minutes, motion approved, no one opposed.

**Critical Question Series**

**Marie** asked the board motion to approve the consent agenda. A motion was made by **Keith**, seconded by **Celina**, no one opposed. **Marie** reviewed the Critical Question Series schedule and checked in with those signed up. **Marissa** proposed a new topic for the Critical Question in March, **Marissa** shared that she has colleagues who have a piece with a slightly different theme but relevant and asked if the board is okay with the change. No one was opposed to the change from, How to Create a Whole Child Environment to Creating a Welcoming School Environment. **Marie** added that she has someone in mind who is interested in the Critical Question for March and checked in with Ashley on the previously proposed writer Camille Jones **Ashley** is okay with Marie’s prospects for the Critical Question in March. **Marissa informed Carrie 11/01/17 that the writers for the proposed theme cannot make revisions to fit the Critical Question Guidelines so we will go back to the theme: How to Create a Whole Child Environment?**

| Month    | Name             | Theme   | Due     | Newsflash |
|----------|------------------|---|---------|-----------|
| November | Forrest Griek    | The Whole Educator  | 11/9/17 | 11/14/17  |
| December | Marissa Rathbone | Selfcare  | 12/7/17 | 12/12/17  |
| January  | Marissa Rathbone | How to Create a Whole Child Environment?<br>Creating a Welcoming School Environment | 1/4/18  | 1/9/18    |
| February | Keith Lambert    | Intercultural Education   | 2/8/18  | 2/13/18   |
| March    | Marie Verhaar    | Highly Capable Students<br>(Katie Taylor) Teacher Leadership                        | 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**

**2015-16 Financial Report & Membership**

**Carrie** shared the September 2017 income statement. The beginning cash for the fiscal year that began July 2017 is \$94,788.75, our operating budget is set for \$87,750.00. Revenue that we have earned thus far have come from membership dues, professional development from tomorrow’s event and we received \$600 from SHAPE WA to support the Whole Child School Award. Some expenses that we have incurred are flights to attend the ASCD annual conference in Boston in March for (Marie, Janet and Carrie), mileage for Carrie to attend LFA meetings in Olympia. Upcoming expenses that she sees are the \$250 for the Schools of Distinction Award, expenses from the October 27<sup>th</sup> event and publishing of the ejournal/website work. **Heidi** made the motion to approve the budget, **Ashley** seconded, none

opposed, the motion passes. Vote for approval by board: Educurious Clock hours, the board previously voted in support of providing Educurious clock hours for their October workshop on the teleconference board meeting September 22, 2017.

**Marie** presented request from the Center of Educational Effectiveness/Distinguished School Award for a sponsorship of \$250. **Carrie** shared that the CEE recognizes schools that are continuing to make gains although they are in the top 5% of underperforming schools WSASCD receives recognition of their support on a banner that is displayed the chosen schools. **Marissa** asked a clarifying question if it was \$250 per school or a \$250 to support. **Carrie** responded it was not \$250 per school but an annual give of \$250. **Dave** made a motion to approve supporting \$250 to the CEE endorsement, **Kindra** seconded the motion, all in favor, none opposed.

### Membership Report

**Carrie** reviewed the membership report and gave an update on where we were from the last report she received in August where membership was in the 500's, we are currently at 747. We have members renewing, signing up (as part of registration for the past two Trauma Informed Practice Summits) and members who chose to discontinue, membership is always fluctuating.

| <i>Member Types</i>                | <i>March 2014</i> | <i>March 2015</i> | <i>March 2016</i> | <i>March 2017</i> | <i>Current</i> |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|----------------|
| <i>ASCD joint dues</i>             | 278               | 255               | 263               | 183               | 191            |
| <i>Complimentary</i>               | 90                | 54                | 22                | 6                 | 21             |
| <i>Members result of PDAs</i>      | 390               | 147               | 366               | 176               | 248            |
| <i>Renewed from previous yr</i>    | 262               | 249               | 242               | 329               | 281            |
| <i>Retired/Student/Para/Intern</i> | 29                | 9                 | 5                 | 8                 | 6              |
| <i>Totals</i>                      | 1049              | 714               | 899               | 702               | 747            |

### ASCD Annual Conference in Boston

Washington Affiliate Reception

**Marie** asks if anyone is going to Boston. **Kindra** and **Forrest** will attend in Boston. **Marie** speaks about the reception that WSASCD will host in Boston, it is an event that we like to host so that WA folks can network. **Carrie** gave an update on the progress of planning of the reception. Reception sponsors: \$2,000/Curriculum Associates and potentially \$1,000 McGraw Hill Education Group. WSASCD, CA and OR were planning to host a joint west coast reception however funding was not obtained or predictable for CA and OR so we are going to go in with the Illinois affiliate reception. The reception is tentatively planned for Saturday 4:30-6:30pm with Bill Dods from the Illinois affiliate as the lead. **Marie** shared an update on Janet's family and let the board know that Forrest is willing to step in and help with WSASCD matters.

## 2. Goal 3 - Programs, Products, and Services

### Upcoming Professional Development Activities

**Marie** mentioned the event tomorrow with Kristin Souers. She added the next event with Kristin Souers in January will be at the Kent Phoenix Academy and we are working with Brad Brown on planning the event. **Marie** reviewed the previous Trauma Informed Practice Summits in June 2 and October 27 (registration fee and 10 complimentary registrations for our partner). **Keith** made a motion to approve the same format for the January 19, 2018 Trauma Informed Practice Summit. **Marissa** seconded the motion, no one opposed. **Dave** asked, how many registrations we need to break even. **Marie** is hoping that we get 60 or more to break even. **Marci** asked if we will have a fee for the venue. There will not be a fee in Kent and if there was **Marie** shared that we would have hosted the summit in Tacoma since there would be not cost there. **Marie** asked for a motion to approve the time frame of 8:30am-3:30pm for the January 19, 2018 summit. **Keith** made the motion to approve and **Kindra** seconded, no one opposed. **Keith** shared Whitworth's use of the 10 complimentary registrations. They gave one complimentary pass to a school with the request to bring another team member/colleague and found that successful for the event tomorrow with Kristin Souers.

### January 19, 2018/Kent Phoenix Academy -Trauma Informed Practice with Kristin Souers and future PD opportunities.

**Marie** began the discussion of the opportunity to host part 2 and part 3 with Kristin Souers. **Celina** shared her experience with working with Kristin through the WSU CLEAR grant and that her school is continuing with that. She shared that Kristin is not working with WSU anymore but when she thinks about the impact that Kristin has made with her staff, equipping them with trauma informed tools and strategies and she feels part 2 will help put next steps in place. **Marie** shared the cost for part 2 and 3 (\$8K and includes a second presenter Pete Hall) and asked if the board is interested in going in this direction for PD. The board had some discussion and was concerned about the cost. **Marie** shared Scott (can't remember last name) contacted her, he presented at the teacher conference and he also has done some work for ASCD, he has wanted to become engaged with WSASCD, has interest in writing for the CinC journal and maybe a Critical Question, if there is room. **Marie** sent him the next theme for CinC. **Marie** continued to share future PD opportunities, ASCD authors Bill Parrett and Kathleen Budge have a new book coming out, disrupting poverty new book, Marie had a chance to read it and contribute to the cover. John Norlin is another person that has reached out to Marie, he is from

the Sumner School District. John helps organizations, leaders and educators learn how to become servant leaders through intentional character development and training. His mission is to spread the word of the power of servant leadership while teaching others how to build influence in the lives of those around them. **Keith** asked how can we collect information about what people want from the survey for tomorrow? **Marie** responded that we can't change the survey that we have prepared for tomorrow and notes we do ask participants to rate their needs given a selection of topics on the survey. **Keith** offers to prepare a short survey to put out on the tables tomorrow. **Marissa** asked if the board is in support of **Carrie** having a conversation with Kristin on part 2 and if she can do it on her own. The board is in support. **Heidi** spoke to the LAP high poverty budget funds that schools receive and could see schools wanting to spend those dollars on PD with Kristin Souers and the possibility of developing a partnership with a few districts to offer PD with Kristin Souers. **Heidi** asked if we have done a model like this before? **Marie** responded, we have done something like that before but we haven't in a while. **Heidi** noted, it wouldn't be state-wide but it could help in particular regions. **Marie** replied, the challenge is WSASCD doesn't get a lot of opportunities, districts bring in their own PD for staff. **Marci**, added we have vetted that in our districts but still offer the PD ourselves to generate profit. **Dave** asked, are we interested in approaching Bill and Kathleen? **Marie** offered to pursue Bill and Kathleen if the board is interested. No one opposed.

|   |   |
|---|---|
| <p><b>What Part 2 and Part 3 look like:</b></p> <ul style="list-style-type: none"> <li>• Part 2 takes Part 1 to the next level with Kristin and Pete Hall - presenter fee 8K when presenting locally in WA</li> <li>• Participants will be introduced to and provided with opportunities to explore more in-depth the importance of fostering a culture of safety, predictability, and consistency; what it truly means to work as a team and address our students collectively; discuss a handful of strategies to support the New Three R's (Relationship, Responsibility, and Regulation); and how to sustain a healthy work-life balance. Attendees will be given opportunities to collaborate and problem-solve scenarios associated with fostering a trauma sensitive environment.</li> </ul> | <p><b>Intended Professional Learning Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Participants will deepen their understanding of the value of fostering a safe, predictable, and consistent learning environment</li> <li>• Participants will explore multiple strategies for education staff and community members to utilize with children with (known and unknown) trauma histories – helping to sustain learning-ready states</li> <li>• Participants will collaborate to identify ways to support a team approach to addressing students' needs in a strength based way</li> <li>• Participants will reflect on the importance of a healthy work-life balance and its value in fostering and sustaining a trauma sensitive environment</li> </ul> |
|---|---|

OR is hosting in March/Pendleton, those in the Tri-Cities might be in a good location to check it in out.

#### A4LE Washington Chapter

**Marie** reviewed what A4LE is and some history. We have not had recent communication, so we will table this for now.

#### Awards: Whole Child Awards and OYEA

Nomination Window February 2-April 13

**Marissa** spoke about the application process. She gave a recap on how the Whole Child Award used to recognize 5 schools -one for each Whole Child tenet and last year that changed to recognizing one school for one or more tenet. The application was simplified, and we received more applications, she is thinking about how we can make it stronger, and **Marissa** asked her colleague Ken Turner to work with her on the revisions and look at how we can pull in the 5 tenets and add more details. Wondering if we keep the length of the application but ask for a minimum of 2-3 tenets with evidence and requesting showing student data. **Marie** responded, as a reader of the applications, it was more like they were doing really good stuff for social and emotional. **Marissa** added maybe the focus could be more on the actual indicators themselves and the evidence on what that means and what the concrete examples are, then we can tell a better story about what they are doing and to have them send a visual. If you are comfortable with that and sending out revisions and thoughts, if everyone is okay with moving the needle on that? No one was opposed to **Marissa's** proposal, she will work on revising the application and send it out for feedback.

#### Outstanding Instructional Leader Award -OIL?

**Marie** reviewed the idea for revamping the Distinguished Educator Award to something like the OIL Award, Celina and I had talked about this and kind of let it go, I'm wondering it is something we should pursue looking at our revenue. **Forrest** shared right now I think we may need to focus on what we are doing on for professional development. **Marie** added that maybe wait until we find a sponsor. **Keith** loved the idea and wants to make it a priority at the retreat to nail it down and put it into the next round. **Marie** added she'd like to incorporate to the whole educator when designing the potential award.

### 3. Goal 2 Communications and Publications

#### Curriculum in Context Updates

**Marie** shared a brief over view of the fall/winter journal that is posted on the website. **Doreen** shared more about the spring issue theme and will put out invitation for future writers for the next issue.

#### New look, brand, website update

**Marie** reviewed the logo and website and shared that she knows someone who can support us with that if the cost for Marissa Gbenro does not fit out budget. She asks for thoughts on when to launch the new look. **Keith** shared the branding process for Whitworth which was about 6 months with the logos co-existing. It was nice way to weave the old and the new. **Marie** liked the idea to have the images blended on the website. **Forrest**, wondered if we can share the logos, a soft open, keep the old and new on the webpage, ask for feed-back on logos, see what members think. **Dave** made a motion to approve the new logo **Keith** seconded, no one opposed.

4. **Goal 1 Diverse Active Membership Partnerships**

**Marie** noted the time and would like to address partnerships at the next meeting.

**Marie** shared that we (Marie, Janet and Carrie) met with Erin Scroggins and talked with him about what a partnership could look like and he is willing to help us if we want to reach out for support we didn't get a lot of tangible support but he is there if we decide to connect with him.

**Goal 4 – Influence and Policy**

**OSPI Report**

**Marissa** shared the most recent OSPI TEACH updates with the board, topics covered were updated FAQ's docs from the changes in legislation in arts, para educators. Marissa mentioned the instructional adoption course design tool kit that has been developed this could help support small schools implement. She'd love to hear if there are any specific topics that members would find value in, the information request does not have to be limited to the area of teaching and learning but anywhere from OSPI.

**Learning First Alliance Update**

**Dave** shared the updates from the survey that LFA is conducting to help support the teacher shortage in our state. **Carrie** shared the discussion about what the group's purpose and goals were for organization and how that sparked interest in wanting to know what LFA is at the national level. They also talked about a new meeting format that will begin in January and we may request additional representatives to attend the meeting to share WSASCD's initiatives and goals.

5. **Goal 5: Leadership and Governance**

**Student Chapter**

**Keith** shared that we have a new student representative, he will be a student who attends the event tomorrow. His name is Jeb McGlinchy, a male, elementary education major. A part of our student leadership team within the college of education will also attend the summit tomorrow and we are promoting WSASCD with WACTE. **Keith** shared with **Carrie** that *Whitworth* agreed to financially support the participation of their student chapter this year.

**Committee Updates**

**Marie** asked if committees have any updates to report on. No committees reported. **Marie** requested board members to send **Carrie** a small update on your committee progress and if you don't have updates let her know and we will put that in the minutes. **Marie** suggested in the next 6 days, if you haven't been active, to make some goals and share with **Carrie** as this is a working board we want engagement.

**Information for October 27<sup>th</sup> summit**

**Keith** shared details about tomorrow, set up at 7:30am. The room will be set, WSASCD just needs to bring in their things and *Whitworth* will clean up after the event, all the food service is ordered and in place, looking forward to a great event tomorrow.

**Meeting Adjourned at 6:45pm**

Respectfully submitted by: **Carrie Lam**

**Future Meetings and Activity:**

- Trauma Informed Practice Summit, January 19, 2018 at the Kent Phoenix Academy
- Board Meeting: February 2, 2018 - in Renton at KEC
- Awards Program Window February 2-April 13, 2018
- Board Meeting April 27, 2018 - in Renton at KEC
- June 22, 2018 -2:30-5:00pm – Janet's Home in Renton
- June 23, 2018 -8:30-3:30pm -Renton TBD/KEC?