



BOARD MEETING MINUTES

Friday, November 2, 2018 | 4:30pm-6:30pm | Spokane @The Steam Plant

Present: Alicen Gaytley, Dr. Hannah Gbenro, Heidi Hellner-Gomez, Dr. Kathryn Picanco, Kindra Clayton, Mike Lollar, Marie Verhaar (phone), Pam Schaff and Carrie Lam. **Absent:** Sheree Clark, Dave Myers, Dr. Jill Heiney-Smith, Marissa Rathbone, Dr. Shannon Thompson, Dr. Marci Shepard

Dr. Hannah Gbenro, president elect called the meeting to order just after 4:30pm. Hannah led the meeting as Marie Verhaar (president) was not able to travel to Spokane for the meeting. Marie joined by phone for part of the meeting. Hannah welcomed board members and thanked them for their support of the Trauma Informed Practice Part 2 event that took place prior to the meeting. She also recognized **Kathryn/CinC editor** for joining us as this is the first time, we have all met her in person. **Carrie** also expressed her gratitude to everyone for pitching in to make the event run smoothly and working hard to set up, support during and take down/clean up. Wonderful team work!

Consent Agenda -Carrie

Hannah requested an approval for the **minutes from the September 21, 2018 Board Meeting/teleconference** these minutes were included in the email with the agenda as well as in the Dropbox file. **Heidi** made a motion to approve the minutes from the September 21, 2018 Board Meeting/teleconference and **Alicen** seconded the motion, none opposed, all in favor, the motion carried.

Carrie reviewed the **September 2018 financial report**. She shared the revenue from clock hours, registrations for the event today, as well as revenue gained from memberships in September. Carrie noted the expenses as of September 2018, which include registrations for Empower19 in March that were purchased, there were bank fees, postage costs, software update, and ink. Carrie anticipates more expenses in the next month for the publisher costs, presentation fee for Kristin Souers and 11/2/18 PD event expenses, more registration fees will also be recorded in the next summary as we received a bulk of the registrations for the event in October. **Hannah** asked if there was a motion to approve the September 2018 financial summary. **Mike** motioned to approve the September 2018 financial summary, **Marie/Alicen** seconded the motion, none opposed, all in favor, the motion carried.

Next **Carrie** reviewed the **September Membership updates/report**, the fluctuation of membership is normal. Carrie also mentioned that we received our first member to commit to a 3-year membership, which was a new selection that is now offered following the June retreat. There was a question about whether the membership form could be automated by WASA, so that the form could be processed without need to upload or print.

Goal 3 Programs, Products and Services

Carrie shared the proposals from CharacterStrong for their trainings on January 5&6, 2019. Two proposals were submitted for the board to review/approve. The first reviewed is the January 5&6, 2019 CharacterStrong 2-day Training, Creating a Culture that Cares in Issaquah, they are requesting 9 clock hours for the event and have submitted details of the description and bio for the presenters in their application, these forms were included in the Dropbox and emailed with the agenda for the board to review prior to the meeting. **Kindra** motions to approve the Creating a Culture that Cares training in Issaquah January 2019 for 9 clock hours. **Pam** seconds the motion, none opposed, all in favor, the motion carries. The next application is for the same dates and training content, it will be held in Kennewick. **Alicen** motions to approve the 2-day CharacterStrong training, Creating a Culture that Cares training in Issaquah January 2019 for 9 clock hours. **Marie** seconds the motion, none opposed, all in favor, the motion carries. The third proposal from CharacterStrong is for a one-day training, April 27, 2019 in Washougal. Board member Sheree is hosting in her district, the model will be like the event that we partnered with in Orting. This request is for 6 clock hours and WSASCD will be responsible to support the event with set up/clean up, the cost of light breakfast, coffee/tea, water. **Heidi** made a motion to approve serving at a clock hour provider, 6 hours, for the CharacterStrong event in Washougal in April 2019. **Mike** seconded the motion, and none opposed, all in favor, the motion carried.

Critical Questions schedule check in. **Heidi** is ready and working with the author of her article assignment, **Hannah** is aware of piece for December.

Month	Theme/Board member responsible	Due to Carrie	Published in Newsflash
November	Lessons and Learning Benefits to Embedded Mental Health Professionals in the Schools / Heidi Hellner-Gomez	11/8/18	11/13/17
December	Inclusion / Hannah Gbenro	12/6/18	12/11/17
January	McKinney Transition / Sheree Clark	1/3/19	1/8/18
February	Wellness / Jill Heiney-Smith	2/7/19	2/12/18
March	SEL? MTSS / Marissa Rathbone	3/7/19	3/12/18
April	Lesson Learned Community Involvement in CE / Marci Shepard	4/11/19	4/16/18
May	Teacher Leadership / Hannah Gbenro	5/9/19	5/14/18
June	STEM or STEAM / Alicen Gaytley	6/6/19	6/11/18

Goal 5 Leadership and Governance

Jill was not able to travel to Spokane for our meeting, **Carrie** updates from **Jill on the data/program evaluation project**. Jill and the Dean/professor met with the student (Sarah) and she is up and running. Right now, she is spending some time on the WSASCD website to learn about the organization and is preparing a plan for how to look at the data. Sarah signed the confidentiality agreement. Once Carrie receives the agreement, she will send the reports/data to Sarah and Jill. Their timeline is to have everything ready by 1/15/19, which will them two weeks to review and revise before presenting to the board on 2/1/19.

Empower19 updates, as **Carrie** mentioned earlier, she has purchased registrations for Empower19 for Marie and herself. Janet Regge is also going to join this year as she was not able to participate last year. The Alaska vouchers that was the flight refund from Janet's flight last year has been reimbursed by Carrie (Carrie used them before they expired for other travel). We are not planning to hold a reception this year, however we are planning to meet with OR & CA affiliates to preplan a joint affiliate meeting in Mt. Hood Oregon, July 2019. **Hannah** shares the invitation for a **joint retreat in Mt. Hood (July 25-26)** with OR ASCD and CA ASCD and shared that it would be an opportunity for our affiliates to share ideas, learn about what/how affiliates handle problems of practice (i.e. our board structure, PD offerings...etc). The executive committee has discussed this opportunity and are interested in participating however we'd like to hear if there are thoughts and or questions from the board. The idea at this time is to send executive board reps, however it might be possible for more to join however expenses could not be covered by WSASCD. **Carrie** shared that the estimated cost is \$137-169/ per room and we would be responsible for food/travel costs. The overall consensus of the board was to explore this further and supports the idea for the meeting in Chicago/Empower19 to pre-plan for the joint retreat. Since this retreat is still in the planning stage, **Hannah** put a motion on for the board to approve up to \$500 for costs to participate in the joint retreat in Mt. Hood July 2019. If further planning reveals that expenses maybe higher the executive committee will update the board. **Heidi** motioned to approve the up to \$500 for costs participate in the joint retreat in Mt. Hood July 2019. **Mike/Marie** seconded the motion, none opposed, all in favor, the motion carried.

Goal 2 Communications and Publications

Kathryn spoke to the recent completed fall/winter journal and gave an update on theme for spring/summer 2018 Issue of CinC ejournal. The board is going to think of potential writers for the next theme and will sent contacts to Carrie to send to Kathryn. Kathryn shared that the timeline for submissions for the fall/winter journal can be difficult to meet and suggested a later fall deadline of October instead of September, there was no discussion noted about the change of deadline, Carrie will follow up with proposal at the February meeting. **Jill** had a prospect for next editor however that person decided that it was not a good time for her to take on the responsibilities of editor, Jill is attending a meeting this afternoon with some colleagues and is going to suggest a collaborative model for editor and will share an update in February. Jill had one more update for the board about the student rep. She has invited Kasana Funk to join the board for this year and the next, we will meet Kasana at the February board meeting.

Goal 4 Influence and Policy

Carrie shared that Marissa couldn't be here today but wanted to share the **OSPI** press release [2019 Budget Package](#). Marissa is very knowledgeable and willing to share information or help you with questions so please feel free to reach out to her if you need anything. **Hannah** gave an update on the last LFA meeting. The organizations that came together last month were, WASA, AWSP, WAPTA, WSSDA to goal set and find common areas that our organizations could collaborate and support one another with. Following an exercise led by a facilitator at WSSDA the group determined that the we could join to write a letter to legislatures around the underfunding of special education and ELL programs. The other theme was access to mental health and suicide resources for youth for parents. **Hannah** currently WSASCD does not have a legislative platform like the other organizations in LFA and wondered if the board is interested in developing a platform. Hannah will be at the ASCD headquarters next week and offered to meet with David Griffith (director of legislative advocacy and governance). The board had some discussion and agreed for Hannah to meet with David to learn more about the process as it is timely in our state with the current budgets/bargaining outcomes. Hannah shared a resource from ASCD [ASCD's Educator Advocates program signup](#) a good way to stay informed.

Goal 1 Diverse Active Membership

Hannah shared that we have a new ASCD Regional Representative Scott Jensen who reached out to meet with her and Marie. He offered trials for the ASCD Activate product to board members that are interested. **Carrie** will connect with Scott to share the contacts for the trial. The board revisited the initial discussion over the teleconference meeting in September around our board structure. In the past year we have experienced recent turn over and currently have vacant positions. There are two potential candidates however they do not align with the regions of vacancy. Hannah made a display to show a comparison of WSASCD and Iowa ASCD's structure, she is using Iowa just as an example for discussion. The board shared some potential risk factors (spreading ourselves to thin with responsibilities, sustainability, financial risk), we will continue to explore developing our structure in February when we meet again. In the meantime the two candidates Erica (Spokane) and Christine (Seattle/charter school) have expressed interest to serve on the WSASCD and following the discussion around it was agreed that Carrie will reach out to Erica and Christine to invite them to join our board meeting in February and serve on our board as we transition and develop a revised board structure for the affiliate.

Goal 3 Programs, Products and Services

Hannah gave an update on the MTSS PD Planning. This PD idea came out of our connection with AWSP Executive Director Scott Seaman from our LFA meeting. Since the board had decided to hold off on offering Part 3 of Trauma Informed Practice due to current budgets in our state another need for members and educators in our state is PD around MTSS. Hannah has met with Scott and Kurt Hatch to discuss some initial ideas, Hannah has also connected with Kelcey Schmitz at OSPI to support the PD with content and alignment. The next planning conference call will be over Zoom on 11/26/18, there is a tentative date of 1/22/19 for meeting for a ½ planning meeting and the potentially offering the PD Tue. 3/12/19. Hannah will share an update in February.

Carrie will follow up with Kristin Souers on whether she and Pete still want WSASCD to serve as the clock hour provider and schedule the book seller.

The meeting adjourned at 6:09pm.

Respectfully submitted by: Carrie Lam

Save the Dates

- January 5&6, 2019 CharacterStrong, Issaquah and Kennewick
- February 1, 2019 – Renton
- *Tentative: March 12, 2019 MTSS PD, location tbd*
- April 26, 2019 – Renton
- April 27, 2019 -CharacterStrong, Washougal
- June 21-22, 2019 -Meridian Country Club