

Minnesota Administrators for Special Education (MASE)
Board of Directors Retreat Agenda
 Thursday, June 19 – Friday, June 20, 2014
 Madden's Lodge, Brainerd (Lancaster Room)

Thursday, June 19

11:30 am New board member training, Lancaster Room
 Noon Lunch with the MASA Board, Lodge Dining Room
 1 pm Board Meeting Begins, Lancaster Room
 2:30 pm Break
 4 pm Board Meeting Adjourns
 4:30 pm Room Check-in Available, Lodge Front Desk
 6 pm Reception with the MASA Board, Lodge Lawn
 7 pm Dinner with the MASA Board, Lodge Dining Room
 9 pm Bonfire

Friday, June 20

*Check-out by 11 am

8 am Breakfast with the MASA Board, Lodge Dining Room
 9 am Strategic Planning Begins, Lancaster Room
 Noon Lunch (Boxed lunches) and Meeting Adjourns

AGENDA

I. **Call Board Meeting to Order--Johnson**

II. **Roll Call--Ladwig**

		<i>Thursday</i>	<i>Friday</i>
President	Kim Gibbons	A	P
President-Elect and Strategic Planning Committee Co-Chair	Cheryl Johnson	P	P
Federal Advocacy Co-Chair			
President-Elect	Todd Travis	P	P
Past President and Legislative Committee Co-Chair	Jill Skarvold	P	P
Treasurer	Lori Fildes	A	A
Secretary	Julie Ladwig	P	P

Voting Directors:

Area A	Julie Aumock	P	A
Area A	Dustin Hinckley	P	P
Area B	Nathan Lutzka	P	P
Area C	Bardie Skjonsberg	P	P
Area D	Douglas Millaway	P	P
Area E	Diane McCarron	P	P
Area F-1	Erin Toninato	P	P
Area F-2	Carol Anhalt	A	A
Area F-2	Dan Armagost	P	P
Area G	Mary Kreger	P	P
Area H	Mary Clarkson	P	P
Area H	Laura Pingry-Kile	P	P
MASA Board Representative	Darren Kermes	P	P
MASA Board Representative	Nan Records	A	A
Retired Representative	Gary Woodward	A	A

Ex Officio Directors:

MNCEC Liaison	Marcy Doud	A	A
CASE Liaison	Jill Skarvold	P	P
<i>Invited Guests:</i>			
Strategic Plan Committee Co-Chair	Theresa Ostlie	A	A
Professional Development Committee Chair	Renae Ouillette	A	A
Nominations Committee Chair	Melissa Schaller	P	P
Membership Committee Chair	Anna Fleishmann	A	A
Membership Committee Chair	Reggie Engebritson	P	P
Policy/Legislation Consultant	Brad Lundell	P	A
MASE Executive Director	John Klaber	P	P
MASE Staff Representative	Mia Urick	P	P

- III. **Approve Agenda** –Johnson
Motion by Melissa Schaller, seconded by Erin Toninato. Motion carried.

IV. **Consent Agenda** -Johnson

- A. Minutes
i. Board of Directors Meeting – March 12, 2014 (Handout)
- B. Financial Reports
i. March, April, May 2014 (Handout)
ii. New Directors Training (Handout)
iii. Spring Conference (Handout)
iv. Best Practices (Handout)

Motion to approve consent agenda by Julie Aumock, seconded by Nathan Lutzka. Motion carried.

V. **Reports**

- A. President Report –Gibbons—Mission for the year was to increase the options for students without special education to receive the needed supports so they don't have to be in special education. The meeting in March with collaborative partners and Bob Pasternak was instrumental in getting ideas to focus on higher education/preparing teachers to teach in the 21st century and MTSS. They will meet again in September to continue with strategies and plans for legislative platforms. They would also like to have trainings next year.
- B. Executive Director Report—Klaber—4 focus items—1. Get to regional meetings: Has attended 6 regional meetings along with several other meetings. 2. Increase the working relationship with MASA and MDE. 3. Work with individual directors with issues they might be having. 4. Collaborative efforts with elementary and secondary principal association and Alliance for Student Achievement.
8 tasks for next year:
- Update website
 - Continue to build business partnerships
 - Continue to identify the challenges we face finding qualified employees
 - Support members
 - Legislative session
 - Supports for new financial system—fall conference?
 - Mental health in the schools initiative
 - Continue to build relationships with elementary/secondary principal associations business managers
- C. Area Reports
Area A--Julie Aumock/Dustin Hinckley—They had an un-conference for a day. There is a severe teacher shortage in their area. Concern about on-line special education services.

Area B--Nathan Lutzka – Brenda Story is BRIC spec. ed. Dir. Jodi Labernick is the new Grand Rapids director. Staci Gilpin is the new director for districts surrounding Grand Rapids. They attended an MDE training in for finance 2016.

Area C--Bardie Skjonsberg—George and Carol from MDE came to their area regarding the new funding mechanism for 2016. They were able to do a dry run on spreadsheets for their districts. Staffing concerns in the area. Some districts will be going through monitoring next year.

Area D--Douglas Millaway -- Region 5 & 7 had a retreat in at the end of the year. Erin Levine came to answer questions. A group went to visit Brainerd's transition program. Teacher evaluation was a topic. Lessons learned was the final topic—districts shared what happened throughout the year.

Area E--Diane McCarron—John Klaber attended their last meeting. Staffing is an issue. They are working with SDSU to see if they can get school psych. students the year before their internships to work in the districts and learn more about SW MN schools.

Area F-1--Erin Toninato – Staffing issues. More teachers on variances and community expert. Moving toward curriculum and instruction and sharing good strategies and away from monitoring issues. There will be a co-teaching workshop for regional directors.

Area F-2--Dan Armagost—Tough to find teachers and school psychs. Retirements for Keith Erickson, Judy Vold, Gary Lewis. —Life coach and trauma speakers at their retreat.

Area G--Mary Kreger -- Training for WJ. More complaints than previous years. Most calendars have stretch calendars for ECSE.

Area H--Mary Clarkson/Laura Pingry-Kile -- Many retirements in their area. Robbinsdale, Edina, 287, Shakopee, Anoka, Minnetonka all have new directors. Nan did training regarding the 2016 finance changes. New graduates with ABS licensure don't have the skill levels compared to pass years. Jill Skarvold told about the NDSU model of placing resident teachers with teachers in her district. Moorhead has to interview them at the end of the year. If the job is offered to them, they have to accept. It was suggested that MASE go to talk to the Board of Teaching regarding the difficulties throughout the state and solutions we have used. The region will focus on data next year.

D. Retiree Report-Woodward --No report

E. CASE Liaison –Skarvold—MOOSE-A group has had discussion regarding MOE. Wisconsin has taken the lead on this. They are hoping that instead of financial MOE we should be looking at services showing that we are maintaining effort.

F. CEC Liaison -Doud—No report

G. MASA Board Representatives –Kermes-They are looking at their budget. \$1.25 million is their annual income. They have \$1.7 on reserve. This year they did not have an increase in their dues. Gary had his performance review today. He had good reviews on collaborating with other agencies. MASA will now have an IT component group. Dr. Barbara Sanderson is speaking this afternoon.

H. MASA Legislative - Johnson--

I. Standing Committees

I.Legislative-Skarvold/Kermes—Day at the capitol has increased in numbers the past 2 years. Every region was represented this year. Next year we hope to meet in the morning at the Kelly Inn for the day at the capitol.

The legislative platform started at the fall conference. This year we will look at the current platform and make changes as needed. This year we should have our platform completed right after the November election, so we can get that out to any new legislators.

Brad said EM has been stating that special education teachers are leaving their profession because of the paperwork. EM are pushing that special education teachers are leaving because of the paperwork. They believe the on-line MDE system will help that. Brad believes if we can get the start date of the new system to 2018-2019 that might help to slow the process down.

MTSS--was a big bill that is now at study level. System must be locally developed.

Teacher evaluation regarding professionals that don't have student contact with regards to the new teacher evaluation system.

Restraint and seclusion updates included reasonable force being added to the report form.
Prone will sunset next year.
Administrative licensure discussion will continue.

II. Finance—Fildes--

III.Membership-Fleischmann

IV.Nominations-Schaller

V.Professional Development -Ouillette

VI.Strategic Planning-Ostlie/Johnson

VII.Federal Advocacy-Johnson/Hare

H. Group Reports

- i. Alliance for Student Achievement (Klaber)
- ii. BOT Standards and Rules Committee (Laura Pingry-Kile) No meetings this year
- iii. MnSIC (Ouillette)
- iv. Juvenile Justice Coalition (Carrie Smith)
- v. SEAP (Diane McCarron) – Diane will be off the committee after 4 years. Sarah Mittlestadt is currently on the committee, as well.
- vi. ICC on Early Childhood (Joyer) – Ruth Ann Rosenwinkel is the new representative.
- ix. MNCCD Workgroup (Schaller, Kermes, Lundell)
- x. Care and Treatment Bill (Schaller, Lundell, Dan Naidicz, Dollie Lastine)
- xi. Teacher Evaluation Workgroup (Johnson/Gibbons)
- xii. MDE Rtl Survey (Kim Gibbons)
- xiii. Sp Ed Personnel Stakeholders Group (Tammy Nielsen)
- xiv. Sp Ed Caseload Taskforce (Todd Travis)
- xv. Restrictive Procedures Workgroup (Schaller, Skarvold)

VI. Discussion/Action

- A. 2014-15 Budget (Handout) Motion by Mary Clarkson, seconded by Melissa Schaller to approve the 2014-2015 budget. Motion passed.
- B. 2014-15 Legislative Consultant Contract (Handout) --Motion made by Mary Krueger seconded by Nathan Lutzka to approve legislative consultant contract with the addition of communication of legislative information to the MASE membership. Motion passed. Discussion suggested that members get at least a bi-weekly email during the legislative session. This language will be added to his contract.
- C. 2013-14 Executive Director Evaluation—Motion was made to approve executive director evaluation by Todd Travis, seconded by Diane McCarron. Motion passed
- D. 2014-15 Executive Director Contract-- Motion was made to approve executive director contract to \$33,000 (up from \$30,000) for 2014-2015 by Todd Travis, seconded by Erin Toninato. Motion passed. Discussion included having John increase his communication to members.
- E. A motion was made to give MASE executive board permission to go out for RFP for website by Todd Travis, seconded by Erin Toninato. Motion passed.

VII. Information Items

- A. 2014-15 Calendar (Handout)

VIII. Thanks and Recognition

- A. Thank you to retiring board members and committee leaders
 - B. Passing of the gavel to 2014-15 President Cheryl Johnson
- IX. **Adjourn** –Cheri Johnson adjourned the meeting at 4:24

Friday, June 20, 9 am – 12 Noon

(Chaired by 2014-15 President Cheryl Johnson)

- I. **Strategic Conversations-** Johnson

Next Meeting: MASE Fall Conference
Wednesday, October 22, 2014
Cragun's Resort, Brainerd