

OSPA | Agenda & Minutes

Meeting Date & Time: March 29 2018 Meeting Location: Tulsa

Meeting Called By: James Reynolds Type of Meeting: Board Recorder: Kathryn Moore

Meeting Attendees: Kari Krawiec, Erika Olinger, Kathy Quick, Kim Hastings, Samuel Ortiz, James Reynolds, Karen Fritz

AGENDA TOPICS

**Scheduled
Time**

<p>Call to Order/ Quorum/ Sign In</p> <p style="padding-left: 40px;">James called the meeting to order, a quorum is present</p>	
<p>Introductions of Members and Guests</p> <p>Members and guests introduced themselves</p>	
<p>Approval of Executive Board Meeting Minutes</p> <ul style="list-style-type: none"> • James motioned to approve January board meeting minutes, the motion passed unanimously 	
<p>Strategic Goals / Action Items Review</p>	
<p>Old Business</p> <ul style="list-style-type: none"> • PPI—Is there enough in the budget to send Kathy Quick and Sara Rich? Also, we need to apply for the PPI scholarship. Sara Rich will leave it up to the board to decide who should go if we can only send one. • PPI will come out of next year’s budget, falls under PD budget category • Kim proposed we could allot \$5,000 for PPI next year; Registration for PPI is almost \$800 • We need to keep in mind that our savings is supposed to be \$10,000, and we are at \$2,500 • James’ PPI cost about \$3,000; Cari suggested we could allot \$3,000 from this fiscal year and \$3,000 from next fiscal year • Sara has not attended PPI or a Regional Leadership Meeting (RLM) • Erika suggested that if we send more to PPI, we may have to “give and take” from another place such as having local speakers that are more economical • Erika indicated that for Sara, a first step would be to ensure she is attending RLMs , because that is a priority, and then PPI is a next step • Early bird registration for PPI is May 28; application to apply for scholarships is April 20 • Erika suggested a subcommittee to complete the application, if needed; Kathy plans to work on applications and will request subcommittee if needed • James proposed that Sara be a part of the conversation 	
<p>New Business</p> <ul style="list-style-type: none"> • See Committee and Officer Reports 	

Adjourn

Erika motioned to adjourn, Cari seconded, the motion passed unanimously

Committee and Officer Reports

<i>President</i>	<ul style="list-style-type: none"> • Accomplishment(s): • Ordered 150 bags for legislative day • Attended Central Region NASP meeting (online)
	<ul style="list-style-type: none"> • Work Item(s): • Request 1-page infographic about school psychologists to share at legislative day • Working on getting re-approved for NASP CEUs (\$100 charge, will give to Cari) • Add stipulation to donation for booth in lieu of conference registration fee
	<p>Meeting Notes:</p> <ul style="list-style-type: none"> - Tentatively planning for legislative day on May 1 (take brownies and ice cream) <p>Main goal is to support the NCSP bonus (Kathy Quick reported that the proposal was withdrawn due to legislators' reluctance to raise taxes; Erika indicated it would be beneficial to report to membership about advocacy efforts and current status)</p> <ul style="list-style-type: none"> - Tulsa Tech (spring conference location) requires liability insurance (\$124), James paid and will provide receipt to Kari - Waiting to hear back from NASP on travel reimbursement (about \$1,300 anticipated) - 78 of 90 spots are currently filled for spring conference - James uploading conference handouts tonight (going green)
<i>President-Elect</i>	<p>Accomplishment(s):</p> <ul style="list-style-type: none"> • Been speaking with potential presenters for next years conference. Also, requested list from NASP of the speaker bureau.
	<p>Work Item(s):</p> <ul style="list-style-type: none"> • Continuing to plan conferences for next year • Work with Erika on Elections for next year
	<p>Meeting Notes:</p> <ul style="list-style-type: none"> •
<i>Past President</i>	<p>Accomplishment(s):</p>
	<p>Work Item(s):</p>
	<p>Meeting Notes:</p>
<i>Secretary</i>	<p>Accomplishment(s): Notes</p>
	<p>Work Item(s): Notes</p>
	<p>Meeting Notes:</p> <ul style="list-style-type: none"> •

<i>Treasurer</i>	Accomplishment(s):
	<ul style="list-style-type: none"> • A little over \$2500 in savings (up from \$900 at this time last year) • Pay Pal has a little over \$4,000 (we leave about \$500 after conferences, most will be transferred to checking) • We have some outstanding invoices from fall conferences (Edmond, Yukon-\$1,000, Shawnee-\$180 missing PO number causing issue) • This year's income is \$21,000, with missing invoices it will put us at about \$23,000; last year's was \$16,000, so we are up this year; our expenses are up a little bit, but income outweighs expenses
	Work Item(s):
<i>Central Region</i>	<ul style="list-style-type: none"> • 2018-2019 Proposed Budget
	Meeting Notes:
	<ul style="list-style-type: none"> • Waiting on NASP travel reimbursement (James reported about \$2,000 of incoming money) • Spring conference venue paid, we just have to pay catering • It looks like advocacy is over budget \$200, but that is not accurate. When we get money from membership for donations and deposit into our account and then donate to the food bank, it looks like an expense; we will up the advocacy budget to include anticipated donations so it doesn't look like we are over budget in the future; T-shirts are also under Advocacy budget • Proposed budget, will be presented tomorrow – our budgeted expenses have been \$25,115; we are proposing increasing the spending to \$25,300; reduce mileage budget; increasing the scholarship budget from \$1,000 to \$2,000; website expense is increasing by over \$200 and total will be just under \$1,000, Professional Advocacy budget will be increased to include donations, may need to be greater than \$1,000 • James requested discussion regarding reimbursement for appointed committee chairs in addition to elected members • Karen motioned to approve the budget; Erika seconded; the motion passed unanimously
<i>Eastern Region</i>	Accomplishment(s):
	Work Item(s):
	Meeting Notes:
<i>Western Region</i>	<ul style="list-style-type: none"> •
	Accomplishment(s):
	Work Item(s):
<i>Western Region</i>	Meeting Notes:
	<ul style="list-style-type: none"> •
	Accomplishment(s):

	Work Item(s):
	Meeting Notes: •
<i>NASP Delegate</i>	Accomplishment(s):
	Work Item(s): - Erika will be doing calls for nominations - We need a secretary, treasurer elect, president elect, three regional reps (everyone has an option of two terms)
	Meeting Notes: • Kansas and Missouri leadership groups are very interested in doing joint conferences (if you are a member of your state's association, you would pay the member fee for neighboring state's conference) • James suggested sending out a Google survey to gauge interest • Potential concerns about differences in training priorities and district out-of-state travel reimbursement • NASP trying to develop standards related to virtual training versus face-to-face (and hybrid models); important discussions have to happen due to our shortages in rural OK (and central region)
<i>University Representatives</i>	Accomplishment(s):
	Work Item(s):
	Meeting Notes:
<i>Student Representatives</i>	Accomplishment(s):
	Work Item(s):
	Meeting Notes: • Cade will be seeking volunteers to speak to UCO students
<i>Communications Committee</i>	Accomplishment(s): Created spring conference flyer and updated website and Facebook with information about conference.
	Work Item(s): • Take photos and update website and Facebook with photos from spring conference
	Meeting Notes:
<i>Operations Committee</i>	Accomplishment(s):
	Work Item(s): • Add section to operations handbook with policy regarding how we will handle unpaid conference POs
	Meeting Notes:

<i>Professional Advocacy Committee</i>	Accomplishment(s):
	Work Item(s): <ul style="list-style-type: none"> PPI scholarship applications (Association, Student Assistant, Student Advocacy in Action)
	Meeting Notes:
<i>Professional Development Committee</i>	Accomplishment(s):
	Work Item(s): <ul style="list-style-type: none">
	Meeting Notes:
<i>Other</i>	Accomplishment(s):
	Work Item(s):
	Meeting Notes: <ul style="list-style-type: none">

Action Items	Strategic Goal (1-6 or NA)	Committee/Person Responsible	Timeline	Date Completed
Draft ESSA response to the State Department		Sara House Rich	By the end of next week	
Meeting Notes:				
•				

Other Notes/Discussions/Comments: