

OSPA Executive Board Meeting/Planning Conference
August 1, 2014
Call to Order @ 10:02AM

Introduction of the 2014-15 Executive Board:

Erich Merkle

(Names in parentheses were not able to attend today)

Paid Office Employees (Non-voting):

Ann Brennan, Executive Director

Cheryl Vandenberg, Business Manager

Elected Officers (Voting):

Erich Merkle, President

Megan Shelby, President-Elect

Krista Hickman, Secretary

Terry Bendo, Treasurer

Chris Sweeney, Treasurer-Elect

Regional Representatives (Voting):

Cleveland CASP: Donna Valtman, Rachel Folkman, (John Clute, Nicole Bichler),

East Central ECOSPA: Robin Anderson-Rocchi

Elyria-Lorain ELASPA: Mary Ann Teitelbaum

Kent/Akron KAASP: Amanda Gilmore, (Heather Kubiak, Cindy Thompson)

Maumee Valley MVSPA: Mat Butler

~~North Central NCOSPA:~~ Disbanded, members absorbed into other regions

North West NWOSPA: David Lamb

Central Ohio SPCO: Christiana Rice, Patrick Kane

South Eastern SPASEO: Debra Buck

South West SWOSPA: Sharon Rieke, (Lynn Brumfield)

Committee Chairs (Non-voting):

Awards: Melissa Bestgen, (Cindy Thompson)

Crisis & Intervention: (Brian Hill)

Early Career: John Biltz, Patrick Kane

Fall Conference: Michael Forcade, (Morgan Aldridge)

Fiscal Advisory: Terry Bendo, Chris Sweeney & elected officers

Legislative: (Chuck Archer)

Membership Services: Sharon Rieke, (Karen Stine)

Multicultural Affairs & Diversity Issues: Bradley Paramore, Emma Sacha

Nominations & Elections: Kathleen Klamut, (Reuben Mosidi)

OSPA Scholarship: Valorie Wolcott Mendelson

Private Practice: Kathryn Shroder *

Public Relations & Community Service: **Vacant**

Spring Conference: Paul Mooradian, **Co-chair is vacant**

Technology: Jeff York

Liaisons (Non-voting):

International School Psychology Association (ISPA): Juliette Madigan

Organization is about the size of OSPA, supports school psychology in all countries,
supports the rights and protection of children

Inter-University Council on School Psychology (IUC): Colleen McMahon

Office for Exceptional Children – Ohio Department of Education: Michael Petrasek

Ohio Psychological Association (OPA): Erich Merkle, Mary Ann Teitelbaum

Ohio Supervisors of School Psychologists (OSSP): (Rachel Freeman-Hicks, Kathie MacNeil)
Other Members (Non-Voting):

Ohio Delegate to NASP: (Kathy McNamara)

Historian: (Kate Lavik)

Editor TOSP: Robert Kubick

University Student Representatives (Non-Voting):

University of Dayton: (Lindsey Feltz)

Miami University: (Danielle Wilbur)

Others TBA

* Note: Kathryn said that only 2 school psychologists were licensed by the State Board of Psychology last year! It's easier to get the license than it used to be, but we used to have 50 or more school psychologists licensed each year!

Approval of Agenda

The agenda was approved as presented.

Motion: Sharon Rieke

Second: Patrick Kane

Motion Passed

Approval of Minutes

The minutes of the May 7, 2014 Executive Board meeting were approved.

Motion: Terry Bendo

Second: Mat Butler

Motion Passed

President's Report

Erich Merkle

Erich submitted a written report to the Executive Board group.

Past-President's Report

Amity Noltemyer

Presented by Erich

Amity is proud of the board accomplishments during her presidency:

- Development of the Strategic Plan
- University ambassadors – who went to each university training program to speak to the students about OSPA and the importance of participation in state and national organizations –will do again this year
- Adoption of the NASP equal opportunity position paper

She would like to see the executive board:

- Encourage the committees to align with the strategic plan
- Review the strategic plan annually
- Strengthen the university ambassador program

President-Elect

Megan Shelby

Nothing to report yet

Treasurer's Report

Terry Bendo

Terry presented the proposed OSPA budget for the 2014-15 academic year. The budget is about \$5,000 less than last year, mostly due to reduction in office rent, which was \$13,137 last year and will be \$8,500 this year. There was a several thousand dollar reduction in the "Taxes" line also, but Terry has to double check on what kind of taxes and why the reduction.

A board member asked what is included in the category “Legislative Expenses” – Ann responded that it’s mostly for the Gongwer report – which comes out daily and keeps Ann updated on what is going on. The Gongwer report goes to Ann, Sharon Rieke, and Chuck Archer.

There was also discussion about the line for “Scholarship/NASP support” – The budgeted amount had been \$500 in the past. This was cut to \$250 in last year’s budget due to financial austerity reasons, and apparently was never sent to NASP for the same reasons. Terry asks the board if the intent is to get back to \$500 as our finances improve. Suggestion was to keep \$250 for now and look to moving back up when we can afford it. Juliette Madigen pointed out that in the past that line item included contributions to the NASP Children’s Fund as well as to the NASP Minority Scholarship. She would like to see OSPA add back the Children’s Fund support in the future. Mary Ann commented that \$250 is appropriate to support NASP scholarships and that we need to take care of our own scholarship program. Mike Forcade, who has been involved with both OSPA and NASP leadership for decades, reminded the group that NASP seldom if ever acknowledged receipt of OSPA funds. The last year prior to establishing our own scholarship, we raised and donated \$7000, and NASP said nothing. He said the NASP Minority Scholarship runs itself- it is fully endowed and our contribution makes little difference at this point.

Motion to accept 2014-15 Annual Budget:

Motion: Debi Buck

Second: David Lamb

Motion passed

Rob comments: Last year the Fiscal Advisory Committee received requests for \$20-30,000 from committees, most of which were turned down due to lack of funds. OSPA is not paying to send presidents to national conventions, committee members to training sessions out of state, etc.

Executive Director Report

Ann Brennan

Ann provided a written report prior to the meeting.

She shared that she expects there to be a bill presented in the legislature when they return for the fall session that will propose eliminating the Common Core; however, that is highly unlikely to pass.

Office priorities for the fall:

1. Assist with fall conference.
2. MCE renewals. (We seem to be on target to have the same number of registrants.)
3. Support the membership committee.
4. Fill committee chair vacancies.

Business Manager’s Report

Cheryl Vandenberg

The office move went smoothly. It was cheap. It’s a nice office. The new office is in a large building on the corner of Stelzer Road and Easton Way. There were a few technological glitches at first, but they are resolved now.

Operational Excellence Workgroup

Erich Merkle, Rob Kubick

P&D and Operational Excellence Committee did a lot of work to put together a survey, which was sent out to the 2014-15 executive board through Survey Monkey. Rob went over highlights of the survey results. Full results and all comments were posted to the executive board group on the OSPA website. There were 28 responses. Results were generally positive. Rob suggested that board members read the comments for further insight. Some areas that the majority responded positively:

75% agreed that meetings are run efficiently
81 % agreed that current meeting length is ok
All but one respondent feel comfortable bringing up concerns at board meetings
All but one respondent feel the board encourages input from newer members
80% said board functions well

Most respondents have a clear understanding of the responsibilities of their position, but are not as clear about the responsibilities of other board positions.

Approval of process for long-range strategic planning was pretty well supported

Feelings about the size of the executive board were mixed. About 50% feel that efficiency would not improve if we reduce the size of the board.

Board members were most likely to share regional concerns with the board at board meetings or on the executive board list serve.

Areas for improvement:

All members provide important input into decision-making processes
(about 59% agreed, 17-18% disagreed)

Executive board dominated by a few members – mixed responses

Wide diversity of opinions supported by board – most responses positive, but see above!

None of us want to be more involved in OPSA than we are at the present time!

Jeff deployed the survey the same week a tree fell on his home!

Erich asked the group about our thoughts of the survey results. He repeated that most people strongly agree or agree with the positive items and disagree with the negative ones. There are several areas that we can build upon, but overall we feel that the board is functioning well. Is the survey data consistent with what we are doing? Is this a worthwhile activity? Should we do this every year?

Donna Valtman feels that the additional comments were more useful and illuminating than the overall data.

Patrick Kane likes being able to see both – the broad picture and the finer details in the comments.

Terry Bendo thinks we will benefit from having a more tech-savvy treasurer coming on board, so that we can do the kinds of graphs that were suggested in the comments about how the budget is presented to/understood by board members.

Patrick Kane – Opportunities to work in smaller groups last year were helpful for newer members to feel comfortable participating in the board.

Erich pointed out that all of us are used to being the experts, the leaders of teams, so sometimes we find it difficult to work together. OPA often has the same issues with discussion that we sometimes have. He finds OPA to be similar to OSPA.

Michael Petrasek – has been on many boards in the past and he said the OSPA Executive Board is WAY more pleasant and interacts better than most boards he has been involved with.

Valorie – knowing the tumult we went through last year, she was surprised that all the talk and buzz was not reflected in the survey results.

Donna Valtman – there was a relatively large change-over, replacement rate was around 40% according to Erich, maybe we lost some of those buzzing voices.

Mike Forcade – comments on leadership transitions, restructuring of Ann's role, etc. Some people seemed to feel that their previous roles in the organization were being threatened or minimized. He has been through that process twice with NASP. He

feels that most of the current board is feeling ok with the changes. He points out that it is the responsibility of the officers to be sure that everyone understands what their roles are and that the executive officers need to be clear on what the representatives' roles are and what the elected officers are responsible for.

Rob Kubick – We have so many people in key positions who weren't even on the board a few years ago. He feels that where OSPA was were financially last summer and the changes led to some "Stormin' Normin'" during the changes, but the outcomes – improved financial standing, increased membership – reflect that this was good.

Consensus – **We should do the survey again next summer to monitor how we are doing as a board.**

Professional Standards & Board Norms

Valorie Wolcott Mendelson

Valorie lead the board in a Baldrige small group activity. Each member had been previously asked to review a list of common group norms and choose four that would be most important for the OSPA executive board to have. Each member present was handed a card assigning them to a series of small group discussions. The groups were tasked with coming to a consensus on four norms the group would like to see the executive board adopt. Every five minutes, the groups changed, each person moving according to the group sequence on his/her card. Each presented the previous group's consensus to the new group, and the group in turn reached consensus on the four norms. At the end of the activity, the entire group had agreed on the following executive board norms:

OSPA:

- Make decisions based on clear information (Objectivity)
- Show mutual respect (Sensitivity)
- Members will read materials, minutes, etc. and be prepared to discuss at meetings (Preparedness)
- Identify actions that result from decisions (Activation)

Key words in parentheses were added by a small group during lunch break to make the norms conform to the OSPA acronym.

Selected Committee Reports:

Awards Committee

Melissa Bestgen

Melissa reported that committee is recommending Heather Doyle for the 2014 School Psychologist of the Year Award. Heather's recommendations were very high on the award rubric. The committee is recommending **Rachel Binnex** for the Early Career Professional Award. She also came highly recommended/rated on the rubric for that award. Melissa asked the board for a motion to accept the committee's recommendations for these awards.

Motion to approve Heather Doyle for the 2014 OSPA School Psychologist of the Year Award

Motion: David Lamb

Second: Debi Buck

Motion passed unanimously.

Motion to approve Rachel Binnex for the 2014 OSPA Early Career Professional Award

Motion: Sharon Rieke

Second: Patrick Lane

Motion passed unanimously.

Conference Committees

Mike Forcade, Paul Mooradian

Using the NASP practice domains turned out to be a good way to structure the Professional Development surveys.

- Overwhelmingly, respondents wanted practical information they could take back and use – not theory. This has been true at NASP as well – people want the mini-skills sessions, not theory.
- There are three practice domains that came through as being consistently valued:
 - Instructional support
 - Interventions for mental health
 - Data-based decision making

The next step for the fall conference committee is to have the next two years' conferences scheduled (2015 & 2016). Fall conference 2014 speakers are Dr. James Copeland and Dr. Gilbert – both are physicians – speaking about autism and movement disorders. Mike would like the committee members to help define the content we want included in the presentation for the speakers we hire. (E.g. An hour laying the framework, rather than spending the whole morning on theory.)

Paul – spring conference 2014 does not have a topic yet. He is thinking about diversity and relating it to academic and social/emotional interventions as a possible theme. He solicited suggestions and ideas, since he is new to the position.

Colleen McMahon – suggested systems change and interventions. The omnibus survey showed that few psychologists are doing or overseeing interventions.

Debi Buck – suggested finding practicing school psychologists who are actually doing the interventions and are able to talk about how they got to that point.

Mike Forcade – Some topics get talked to death, for example RTI at NASP – no one wanted to go to workshops on it. At a state level it is more cyclic, OSPA could probably do the same workshops on a 10-year cycle as people move in and out of stages of their practice. He suggested possible topics: counseling, crisis intervention, explosive disorder kids, the “young people” are not getting the practice in counseling.

Mary Ann – feels we lost a generation of practitioners who can do solid social emotional evaluations and interventions due to the university push for RTI and interventions. She feels that we have to do more professional development in these areas.

Mike Forcade – has seen some examples of people who have been able to treat kids with emotional problems through a good RTI model of social/emotional interventions. He thinks there are speakers who can talk to that model. John Murphy's solution focused counseling comes to his mind. Quick and dirty and you can use it tomorrow.

Ann – suggested systems change as a topic. Maybe we could frame it differently, so that we are not calling it RTI training. Some school districts have done a good job of helping struggling readers, etc. Would our members be interested in step-by-step “how to do what we did” presentations?

Debi – “Multi-tiered systems of support” is the big thing now.

Ann – Since we are on a short time schedule for spring conference, maybe we should do a day on math and a day on social emotional.

Val – is hearing a lot of anguish from people about the disconnect between what they were trained to do and what they are actually having to do Monday-Friday. She is seeing great young people leaving the profession after 3-5 years because they aren't doing what they wanted to do. Maybe we could have some sort of PD on how to survive, how to begin systems change.

Patrick – Sees need to tell the young people about “real world” while they are still in school.

Val – it's not just the young people. There is a real difference of opinion about what we school psychologists should be doing with the hours in our day.

Rob – systems change people vs people who talk about what you can do tomorrow. We need to find somebody who can talk about the steps to integrate how you do it in practice.

Paul – We will have to look for a new venue for our conferences. We are in the last couple of years of our contract with the Hilton Polaris. Food prices have gone through the roof; can't even afford to put out coffee in the morning. (Price of coffee break – just coffee – is about \$1600!)

Rob – Suggested that we can redo the survey they sent out three years ago asking what is important and what members are willing to pay extra for. Members actually did what they said they would do on the survey. The percent who said they wouldn't come if the conference price increased or if there was no coffee, was the percent that didn't come when prices went up at first.

Dyslexia Task Force

Erich Merkle, Denise Eslinger

Denise has served on the state dyslexia task force, representing OSPA's interest. The task force has been on our agenda for the two years that our operating manual allows. Erich proposes moving dyslexia to an ad hoc committee and keeping OSPA a part of the state level group discussing dyslexia.

Motion to approve moving dyslexia to an ad hoc committee.

Motion: Donna Valtman

Second: David Lamb

Motion approved.

Formation of Personnel Task Force

Erich Merkle

We need to form a personnel committee to evaluate our paid employees. They have been evaluated through the FAC process, but we have not set out criteria for promotion, dismissal, procedural safeguards. We need to have something in place for when we have employees other than Ann and Cheryl. Erich has asked Mary Ann Teitlebaum, Chuck Archer, Sharon Rieke to sit on task force to develop an evaluation process.

Motion to form the personnel task force to complete the procedures, forms and framework by the end of the year.

Motion: Terry Bendo

Second: Mat Butler

Motion passed.

Accountability

- Executive Board Activities & Expectations Erich Merkle
 - Keep your email address up to date and communicate, read the board reports, participate in executive board through email.
 - Follow the executive board listserv discussions, and chime in when action is required.
 - Erich mentions the fiduciary obligation board members have toward our organization.
- Timelines – (Operational Excellence Workgroup) Rob Kubick

Rob presented information about the current lack of concrete information in the OSPA Operational Manual telling how to actually do the work of our committees. He used his position as TOSP Editor as an example. The Operations Manual includes an extremely brief job description and the method the board uses to choose an editor. There is no information about how to actually be the TOSP editor (what needs to be done and when). Rob has developed a timeline of activities the editor needs to accomplish between the article submission deadlines and the dates the TOSP actually has to be in circulation. For the TOSP to be out to the membership in a timely manner, there is about a six-week window for each issue in which a lot of things have to be accomplished.

Example: Fall 2014 issue of TOSP

Submission deadline: August 1, 2014

Circulation to membership: September 15, 2015, so that fall conference registration is in it.

In between submissions and circulation there are a ton of things that have to be done, which Rob has broken down with due dates (articles edited, TOSP sent to lay out, proofing the layout, etc.)

Other committees that operate on timelines include: awards, fall conference, membership, nominations & Elections, OSPA scholarship, spring conference

TOSP – FAC has approved a three-issue publication for this year (2014-15).

Rob is proposing to survey the membership regarding the format of TOSP again: Kindle ready TOSP, surcharge for hard copies, etc.

Motion to retain three-issue cycle for TOSP for 2014-15 academic year.

Motion: Patrick Kane

Second: Dave Lamb

The group broke into small groups to start developing timelines for other “timeline” committees.

(Krista’s note: The timelines currently in the Operations Manual for Fall and Spring Conference are around 20 years old and bear little resemblance to what needs to be done in the second decade of our current century!)

Process and Check-Out

Erich Merkle

Erich solicited reactions about the meeting. Comments were generally very positive. Several examples:

- Moving in right direction
- The exercise today was very productive & reassuring
- Positive, great information, better understanding of what everyone does
- Assigned seats and group work were great today, even though I HATE assigned seats & group work!
 - (Erich -We will continue to assign seats to mix up who we sit with)
- Confirmed my belief that school psychologists are great problem solvers
- Finally got a chance to meet people and feel comfortable.
- My first meeting – liked getting the big picture and how it works
- Putting names with faces and email addresses
- Usually after a 5 hour meeting in Columbus I’m exhausted, but today I’m energized
- After doing these for 20 years, appreciates having the board outlined for everybody!
- Just the astounding number of emails received in the last three days...I was wondering do I really want to get involved in this? I was impressed at the meeting.
- For a year, I only knew one person on the board, and at the end of that year I still only knew one person. This was a great meeting and getting to know people. Still think this is a really intelligent group of people.
- Think this is a good, productive group of people. It’s inspiring to be with a group of people working on the big picture big stuff.

Would it be possible to have the committee reports a week or two ahead of time? Yes. There is a timeline, we just have to adhere to it.

Next meeting: Wed Nov 5 4:30pm @ Hilton Polaris

A motion was made to adjourn the meeting

Motion: David Lamb

Second: Donna Valtman

Motion Passed

Meeting adjourned at 3:12 p.m.

OSPA Executive Board Members in attendance:

<i>Terry Bendo</i>	<i>Treasurer</i>
<i>Melissa Bestgen</i>	<i>Awards Co-Chair</i>
<i>John Biltz</i>	<i>Early Career Co-chair</i>
<i>Ann Brennan</i>	<i>Executive Director</i>
<i>Debra Buck</i>	<i>Southeast Regional Representative</i>
<i>Mat Butler</i>	<i>Maumee Valley Representative</i>
<i>Rachel Folkman</i>	<i>Cleveland Regional Representative</i>
<i>Mike Forcade</i>	<i>Fall Conference Co-Chair</i>
<i>Amanda Gilmore</i>	<i>Kent/Akron Regional Representative</i>
<i>Krista Hickman</i>	<i>Secretary</i>
<i>Patrick Kane</i>	<i>Central Regional Representative / Early Career Co-chair</i>
<i>Katherine Klamut</i>	<i>Nominations Co-Chair</i>
<i>Robert Kubick</i>	<i>TOSP Editor</i>
<i>David Lamb</i>	<i>Northwest Regional Representative</i>
<i>Juliette Madigan</i>	<i>ISPA Liaison</i>
<i>Colleen McMahon</i>	<i>IUC Liaison</i>
<i>Erich Merkle</i>	<i>President</i>
<i>Paul Mooradian</i>	<i>Spring Conference Co-Chair</i>
<i>Bradley Paramore</i>	<i>Multicultural Co-Chair</i>
<i>Michael Petrasek</i>	<i>Office of Exceptional Children Liaison</i>
<i>Christiana Rice</i>	<i>Central Regional Representative</i>
<i>Sharon Rieke</i>	<i>Southwest Regional Representative/Membership Co-Chair</i>
<i>Emma Sacha</i>	<i>Multicultural/Diversity Co-Chair</i>
<i>Meghan Shelby</i>	<i>President-Elect</i>
<i>Katy Shroder</i>	<i>Private Practice Chair</i>
<i>Chris Sweeney</i>	<i>Treasurer-Elect</i>
<i>Mary Ann Teitelbaum</i>	<i>OPA Liaison</i>
<i>Donna Valtman</i>	<i>Cleveland Regional Representative</i>
<i>Cheryl VanDenBerge</i>	<i>Business Manager</i>
<i>Valorie Wolcott Mendelson</i>	<i>Scholarship Chair</i>
<i>Jeff York</i>	<i>Technology Chair</i>
<i>Robin Rocchi (nee Anderson)</i>	<i>Proxy - East Central Region*</i>

(*Elected Representative moved out of region over the summer)