



Board Meeting Minutes
Aug 18, 2022

Mission: Uniting school psychologists to support all students through advocacy, leadership and professional development.

Vision: School psychologists are an integral and dynamic force in fostering student success.

WSASP Goals:

Professional Growth: To encourage and provide opportunities for the professional growth of school psychologists

Recruitment/Retention: To recruit and retain school psychologists in Washington

Guidance: To provide professional guidance for school psychologists in Washington

Expanded Role: To promote the expanded role of the school psychologist here in Washington

Advocacy And Collaboration: To work with other agencies, offices, and organizations in order to advocate for students

Group Norms:

- Respectful discussion
- Stay on task
- Set time limits
- Be solution-focused
- Listen to each other and come to a compromise

Values:

- Social Justice
- Problem Solving
- Whole Student Focused
- Collaborative Communication
- Integrity
- Advocacy
- Courageous Leadership
- Continuous Improvement

Call to Order:

5:01 PM

ROLL CALL

Voting Members



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	President		President-Elect		Past-President		Treasurer		Secretary
xx	Carrie Suchy	x	Mikael Olson	x	Cassie Mulivrana	x	Arick Branen	x	Gina Gerardi Caulton
	Area 1A:		Area 1B:		Area 1C:		Area 1D:		Area 2:
	Liz Jones		Larry Ruble	x	Marina Ganotra	x	Sarah Daley	x	Apryl Yearout
x	Anna Casey	x x	Stephen Griego	x	Marci Nicholson	x	Krista Helbing		Rachel Saldana
	Area 3:		Area 4:		Area 5:		Area 6:		Area 7:
x	Julie Apeles	x	Crosby Wilson	x	Cecilia Hernandez		Sara Allen	x	Laree Foster
x	Samantha Slider		Nate McAuliffe	x	Danielle Bentow	x	Tricia Parker		Amanda Fleck
	Area 8:		Area 9:		Area 10:				
x	Kayleen Campbell	x	Michael Kirlin		Lore’K Garofola				
	Franklin Day	x	Kristin Schuster	x	Mary Bauer				
Non-Voting Members									
	EWU		Gonzaga		UW Tacoma		U. Washington		Central WA University
	University Rep - Jamie Chaffin		University Rep - Joseph Engler	x	University Rep - Laura Feuerborn University Rep - Kathy Beaudoin		University Rep - Jim Mazza		University Rep - Richard Marsicano
x	Student Rep - Katie Orozco Student Rep - Mark Agrellas	x	Student Rep - Ridge Bynum		Student Rep - Kaitlyn Crudge		Student Rep - VACANT		Student Rep - Kylie Melton



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	Seattle U				Assessment Committee Chair(s)		Communications Committee Chair(s)		Ethics Committee Chair(s)
x	University Rep - Jason Parkin			x	Laree Foster		Alex Franks-Thomas	x	Michael Kirlin
	Student Rep - Lily Robins-Deville & Natalie Wong				Leayh Abel	x	Mikael Olson		
	GPR Committee Chair(s)		Mental Health Committee Chair(s)		PD Committee Chair(s)		Retention & Recruitment Committee Chair(s)		Office Manager and Bookkeeper
x	Jill Davidson		Sherri Bentley	x	Tracy Pennington Branen	x	Cassie Mulivrana	x	Kristi Wilson
x	Anna Casey	x	Danielle Bentow	x	Arick Branen	x	Liz Gibson-Myers	x	Sheena Boosinger
						x	Kristin Schuster		
	Social Justice Task Force		Clock Hour Chair		Scope Editor		Webmaster		NASP Delegate
x	Marissa Avalon		Amanda Fleck	x	Matthew Liberty		Ashley Maphis		Jo Callaghan
	Olivia Holter								
Other:									

Review of WSASP Mission, Vision, Norms, and Values
Notes.
Approval of Previous Board Minutes



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June Board Meeting Minutes were not submitted by the secretary as expected (due to procedural error) and could not be reviewed by the board. They will be approved along with the August minutes at the October board meeting (with apologies, from your secretary!).

President-Elect Report

Submitted by Mikael:

I will be sending an email to Area Reps soon to set our first of 3 check-in meetings for September. Area Rep Guide was sent to all Area Reps in June after our Board Retreat. Please let me know if you need this to be sent again. If you have any questions about getting started as an Area Rep in September that cannot wait until we meet, please let me know!

President Report

[Policy and Procedure](#) ad hoc Committee

At the May meeting, the board started looking at internal policy and procedures. Calling for a small group of people to form an ad hoc committee. People on this committee should have experience with the board because we are reviewing prior procedures. However, if you are new and passionate about procedures, come on down!

Reminder to all committees, annual planning and retreat work is due 8/31. These should be emailed to Kristi and the president's group. This includes:

- [Annual Goal Planning Document](#)
 - o Discuss your committee's Social Justice goal(s) for the 2022-2023 year
- [A calendar of events](#) for your committee for the year (July 2022-June 2023)
 - o Including a schedule of communications with membership for the 2022-2023 year
- Finalize Operational Manual for 2022-2023 school year
- [SAFE-R Planning Tool](#) Complete the indicated section below:
 - o **PD - Professional Competency**
 - o **GPR - Advocacy**
 - o **SJTF - Diversity**
 - o **Ethics and Past President and Recruitment and Retention - Member Services**
 - o **Executive Board Members - Operational Excellence**
 - o **Communications - External Relationships & Communications**
 - o **Mental Health - no section assigned**
 - o **Assessment - no section assigned**



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Past President Report

Award Nominations: Award nominations will open next week. Also diversity scholarship. Cassie will coordinate with Communications Committee to push this out via email to membership and on our Facebook Page.

Want to receive text message reminders of board meetings and other events? Sign up here: <https://www.remind.com/join/wsaspboard>

Committee Meeting Calendar: Committee Chairs - please connect with me or Kristi to add your committee meetings to the board calendar

[WSASP Directory and Group Email List](#)

Please add your information to the hyperlink above!

Secretary Report

Minutes from the June meeting are complete and will be sent to the president to be distributed before the next board meeting for approval.

Treasurer Report

Budget Approval

Changes: Less money left for member benefits compared to less year.

Yakima Area increase budget to 300 for event

Assessment committee increased their budget to 3,000 for attendance at NASP (assuming their poster is accepted).

Suggestion to increase Recruitment & Retention budget to 6,000 due to expenses for presenting at NASP.

Retreat increased to 2 nights (7500) - approved at summer retreat.

G-Suite responsibilities and training - one time [proposal](#) for contract pay to Cassie as the current administrator to train Kristi to take on this responsibility as office manager. Cassie gave an overview of her contractual duties as an IT consultant to train our office manager in admin roles and responsibilities in Google Workspace and WSASP Zoom account. Part of her role would be to document the training via video and text and embed within a procedural manual.



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This year: \$113,000 total budget.

Last year: \$99,000

There is 10,000 in membership committee budget that can be discussed as to how to be distributed.

The budget documentation will be made available to all members in the shared drive.

Motion made and seconded to approve budget.

Membership Update

649 current members, but many pending renewals.

NASP Representative Update

absent

Clock Hour Chair Update

absent

Webmaster Update

absent

Review of Previous Action Items

None reviewed.

New Business

None.

Assessment Committee Report



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First meeting is on September 14th.

Working to finish up a Dear Assessment Committee question re: evaluations for students that are transgender or nonbinary.

Submitted a poster presentation to NASP and hoping to find out if it is accepted very soon.

Communication Committee Report

Our Communications Committee bi-monthly meetings have been set, (Wednesdays at 4:30 starting on September 14th), and added to the board Google calendar. Our first meeting will be in September, with priority being getting the survey ready. Alex sent an email to Committee Chairs on June 28th asking for review of questions specific to their committees. If you have not yet replied to Alex, please do so ASAP (by 8/26/2022). If you can no longer find her original email, please let her know. Went out on June 28th.

New scope editor (Matt Liberty) has started! THREE submissions so far. Committee chairs should consider sending a brief description of their vision/goals. Deadline is 8/31.

Next meeting will be on 9/14 at 4:30.

Ethics Committee Report

We met from 4:00 to 5:00 p.m. prior to the board meeting to discuss what we see ourselves doing as a group, and what an ethics committee should be doing to support the larger organization.

We discussed pressing concerns pertaining to school psychologists today as well as a vision for ethics and to promote positive professional practices as an organization. We came up with a vision statement for the ethics committee for this year.

*How can we discuss and possibly create standard guidelines to promote ethical considerations when what leads us to be concerned stems from matters case by case?

*Specifically, where do we use professional judgment and how do we have those conversations to establish using professional judgment properly?

* Should we consider a Frequently Asked Questions section for such questions to provide guidelines for use of professional judgment in Washington State?

* Tag SCOPE articles to the WSASP web site to provide links that support direction on professional judgment or any other matters.

* The ethics of inclusion is another discussion for further consideration. This may be for another discussion.

That was from the Ethics Breakout Discussion



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Potentially the next meeting will be around Sept 14th, but not yet set.

GPR Committee Report

Some of us attended the NASP Advocacy Academy. We'll share information from that, including useful websites. We'll use our meeting time to schedule our next committee meeting time. Aiming for the second Monday of every month - Sept 12th tentatively from 5-6.

Mental Health Committee Report

Productive committee meeting at the June Retreat- we have scheduled our regular meetings throughout the year and will send out a Zoom link soon. Discussed having three "Mental Health Chats" throughout the year. The first one will be at the WSASP conference in October. Members are signing up for PWN submissions and possible SCOPE articles.

Next meeting is 9/12 at 6:00.

Professional Development Committee Report

Summer Institute is on Tuesday, August 23rd, 2022 at the SeaTac Marriott. Thirty-seven registered. More than continental breakfast and a big lunch.

Fall Conference October 12-15th at the SeaTac Marriott Hotel. 140 registered. All but 15 are in-person. Early Bird Special was a great idea and drove registration as well as renewals.

Finances: Will probably lose about \$8,000 for summer institute. Only brought in \$2,000. May want to consider buying out the contract (\$7,500). Next summer is the last obligation. Proposal to do virtual instead or move to an earlier date. Postpone this discussion to when we consider how to do next year's summer institute.

Retention and Recruitment Committee Report

Regular meeting schedule (2nd Tuesday: 5:30-6:30pm)

- September 13, 2022
- November 8, 2022
- December 6, 2022 TENTATIVE IF NEEDED
- January 10, 2023



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- February 21, 2023
- March - no meeting
- April 11, 2023
- May - no meeting
- June - meet at summer retreat

Upcoming Activities:

- Adding regular meetings and zoom links to WSASP Events Calendar
- Create graphic for the first PWN to recruit new committee members
- Locate the Mentor/Mentee sign ups and begin work with this
- Planning new psych social hour for mentor/mentee at fall conference
- Diversity Scholarship Applications and Awards Applications to go out with next PWN

Social Justice Task Force Report

Update annual goals document.

QUESTION:

Will this group will be a committee

OR

a task force that would focus on infusing goals throughout the association?

Pros and Cons

A committee would have goals with timelines and would have accountability. Would require a member from each of the other committees.

A task force would have activities that include the entire association (e.g., book studies).

Marissa made a motion to make the Social Justice Task Force a standing committee. Laree seconded the motion.

Cassie pointed out that NASP recommends that this type of committee should NOT be a standing committee. What would be our response to their reasoning why it should be a task force instead (from the Regional Leadership Meeting of NASP in spring 2022). That meeting had much discussion about equity as a priority.



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Cassie would be able to pull those resources with the board for later consideration. There is another RLM this Saturday when more information might be gathered. Cassie, Carrie and Mikael will be in attendance.

Marissa agreed to table the item until the October meeting until we can hear all the concerns from NASP. Marissa will look into finding documents that pertain to this discussion.

NEW TOPIC

What to do with outdated assessment equipment? One option is to surplus using district procedures or shred. Including binder contents, etc.

Meeting Adjourned

6:12 PM
18 minutes early - WOOHOO

ACTION ITEMS		
TASK:	COMPLETED BY WHO:	COMPLETED BY WHEN:
Gather information re: transition of SJTF to a committee	Marissa, Olivia, Carrie	Next board meeting