



Board Meeting Minutes  
June 29, 2021

**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

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<b>Call to Order:</b>
Notes/time: 1:03PM

<b>ROLL CALL</b>
<b>Voting Members</b>



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	President		President-Elect		Past-President		Treasurer		Secretary
X	Cassie Mulivrana	X	Carrie Suchy	X	Alex Franks-Thomas		Arick Branen	X	Gina Gerardi Caulton
	<b>Area 1A:</b>		<b>Area 1B:</b>		<b>Area 1C:</b>		<b>Area 1D:</b>		<b>Area 2:</b>
	Liz Jones		Jennifer Much	X	Mikael Olson	X	Liz Gibson-Myers		Nicole Preston
X	Anna Casey		Brenda Gessaman		Rebecca Ragland		Lindsey Gallagher		Apryl Yearout
	<b>Area 3:</b>		<b>Area 4:</b>		<b>Area 5:</b>		<b>Area 6:</b>		<b>Area 7:</b>
X	Julie Apeles		Donna Guise		Cecilia Hernandez		Danna Williams	X	Laree Foster
X	Samantha Slider		<i>Vacant</i>	X	Danielle Bentow	X	Sara Allen	X	Katrice Thabet-Chapin
	<b>Area 8:</b>		<b>Area 9:</b>		<b>Area 10:</b>				
X	Samantha Gerber	X	Michael Kirlin		Lore'K Garofola				
X	Jennifer Heinecke		Kristin Schuster		Mary Bauer				
<b>Non-Voting Members</b>									
	<b>NASP Delegate</b>		<b>EWU Hybrid</b>		<b>EWU Respecialization</b>		<b>U. Washington</b>		<b>Central WA University</b>
	Susan Ruby		University Rep - Susan Ruby		University Rep - Jamie Chaffin		University Rep - Jim Mazza		University Rep - Heidi Perez
			Student Rep - Alli Hulett		Student Rep - Jessica Zimmerman, Liz Griffioen		Student Rep - Joshua Blazen		Student Rep - Name
	<b>SU Program</b>		<b>GU Program</b>		<b>Assessment Committee Chair(s)</b>		<b>Communications Committee Chair(s)</b>		<b>Ethics Committee Chair(s)</b>



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	University Rep - Jason Parkin		Joseph Engler	X	Laree Foster	X	Alex Franks-Thomas	X	Michael Kirlin
	Student Rep - Emeka Oguike, Austin Kain		Student Rep - Name	X	Leayh Abel	X	Mikael Olson		
	<b>GPR Committee Chair(s)</b>		<b>Mental Health Committee Chair(s)</b>		<b>PD Committee Chair(s)</b>		<b>Retention &amp; Recruitment Committee Chair(s)</b>		<b>Office Manager and Bookkeeper</b>
X	Carrie Suchy	X	Sherri Bentley	X	Steve Hirsch	X	Laurie Harrison		Curt Blair
		X	Danielle Bentow				Monique' Thacker		Sheena Boosinger
	<b>Social Justice Task Force</b>		<b>Clock Hour Chair</b>		<b>SCOPE editor</b>				
X	Uzma Hassan-Merchant	X	Laurie Engelbeck	X	Laurie Engelbeck				
	Marissa Avalon								
<b>Other:</b> Met quorum with 12 voting members (Each area counts as one vote)									



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**Review of WSASP Mission, Vision, Norms, and Values**

Notes: Read directly from agenda

**Approval of Previous Board Minutes**

[May Board Meeting Minutes](#)

Laurie Engelbeck motion to approve - Steve Hirsch seconded. Approved by unanimous oral vote.

**President-Elect Report**

**Welcome New Area Representatives:**

- Julie Apeles, Area 3
- Samantha Slider, Area 3
- Danielle Bentow, Area 5
- Katrice Thabet-Chapin, Area 7
- Kristin Schuster, Area 9

**President Report**

**Welcome New Committee Chairs**

- Leayh Abel, Assessment Committee Co-Chair
- Danielle Bentow, Mental Health Committee Co-Chair
- Marissa Avalon, Social Justice Task Force Co-Chair

**Welcome New Board Members**

- Gina Gerardi Caulton, Secretary

**Office Manager Position Opening**

- Job Description: [https://docs.google.com/document/d/1kwaTAWFvczKnNuktBpPEc8-DNkaq9kT\\_9eDoPEoOb/edit?usp=sharing](https://docs.google.com/document/d/1kwaTAWFvczKnNuktBpPEc8-DNkaq9kT_9eDoPEoOb/edit?usp=sharing)
- Application: [https://docs.google.com/forms/d/e/1FAIpQLSc-F6skoVU-KBxlipgmjJqypDZiA-M-oQqELpZiHjB7t3Pflg/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSc-F6skoVU-KBxlipgmjJqypDZiA-M-oQqELpZiHjB7t3Pflg/viewform?usp=sf_link)
- Note: Remote position except for in-person events such as Fall Conference or Summer Institute
- Non-School Psychologists only need apply
- Does not need to be a WA State resident but WSASP will not provide mileage until within WA state boundary
- Pay rate: \$40/hour
- Finance experience highly desired (Quickbooks)



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**Annual Board Meeting Schedule**

Please note: Virtual Board Meetings will be on the following days from 5-6:30

- August 19th
- October 14th
- January 13th
- March 10th

The all-day May retreat day will be Saturday, May 7th at Central Washington University  
Next summer retreat is on June 27-28, 2022 (Monday/Tuesday)

**Past President Report**

**Dyslexia Guidance**

OSPI reached out to WSASP to write a guidance paper.

Motion to send to board to approve

Motion approved by unanimous oral vote.

**SEL Committee Appointments**

- Laree Foster
- Alternate: Katrice Thabet-Chapin

**Secretary Report**

Notes: None

**Treasurer Report**

Notes

Board reviewed draft

Treasurer not in attendance but questions to treasurer Arick Branen addressed via email to Gina Caulton on 7/7/2021 (some details paraphrased).



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The following services may be in flux:

1. DropBox: if everything is moved from DropBox to G Suite then this site may be shut down.
2. DreamPress / Wufoo: confirmed by Susan Ruby that these platforms are needed to support WordPress system – which we use for WSASP Clock Hours.
3. GoDaddy: Arick cancelled email through them, but we need to continue for domain service and privacy protection. Not sure on the cost of these yet.
4. SurveyMonkey: The board needs to decide if we still need to use this service.

Correction needed: Strategic and Charitable giving spent \$1500

Line 54: Student fees were waived for the 2020 conference; \$50 fees x 208 students = a \$10,400 'cost' to association.  
Five \$1,000 diversity scholarships were offered to 5 students.

#### Membership Update

[https://drive.google.com/file/d/1soPa\\_dDbNat7y5PaAEuAuWEm1gy4RSxE/view?usp=sharing](https://drive.google.com/file/d/1soPa_dDbNat7y5PaAEuAuWEm1gy4RSxE/view?usp=sharing)

Almost 1500 total

- Student members at 353
- Active members at 462
- Renewal overdue at 523
- 190 people have already renewed.
  - Note that many wait to renew until Summer Institute or even Fall.

Fun fact:

School Psychology ESA certificates active: 1,362 (information obtained from ongoing OSPI data request)

School psychologists employed (fully certified, includes contracted): 1151

School psychologists employed (not fully certified, includes contracted): 31.19

([https://www.k12.wa.us/sites/default/files/public/specialed/data/pubdocs/Wa\\_State\\_Personnel\\_1920.xlsx](https://www.k12.wa.us/sites/default/files/public/specialed/data/pubdocs/Wa_State_Personnel_1920.xlsx))

#### NASP Representative Update

Not present



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**Clock Hour Chair Update**

“How the heck do I get clock hours?”, submitted by Amanda Fleck, Clock Hour Committee chair:

<https://docs.google.com/presentation/d/1OB9I5YpKYV03TNEDciLB67lknQdIZkG9W7kSiCxAanc/edit?usp=sharing>

2020 Summer Institute Feedback  
Praise and thanks from members!

Process changing for future conferences:

- Comments specific to each session, per NASP guidelines
- The Board will send feedback from summer and fall conferences to the PD committee for review.
- The PD committee will send a synopsis back to the board where it will go into meeting notes and available for view by public membership.

**Review of Previous Action Items**

**Membership Give Back Report**, Laurie Engelbeck and Anna Casey

[https://docs.google.com/document/d/1D2JMjGLKgbezjZqN\\_ICzfl6IBsozgp3Z75rBCtveZ54/edit?usp=sharing](https://docs.google.com/document/d/1D2JMjGLKgbezjZqN_ICzfl6IBsozgp3Z75rBCtveZ54/edit?usp=sharing)

**Decision for today:**

**What % should we hold in reserve?**

Two choices:

- 10% (110%)
- 50% (150%) (rec by current treasurer)

Decision: 50%

Approved by unanimous oral vote

**How to return?**



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1. Diversity scholarships (R&R)
2. Reduced-cost professional ev webinars (Spring Lecture Series) (PD)
3. Library of institutional journal subscriptions (PD)
4. Support attendance of early career psycs traveling to fall conference (R&R)

Split 4 ways evenly

**Motion** to keep at 25% allocation with listed committees to carry out remaining logistics with an annual report to the board from each committee.  
Approved unanimously by oral vote

### **New Business**

#### **Action Plan Discussion and Review**

- Cassie will bring back this topic back to committee chairs for scope and role of responsibilities.
- Board will provide input and review once a draft is created.

#### **G-Suite Policies and Procedures Workgroup Formation**

Interested parties should contact Carrie if they are interested in being part of this group.

### **Assessment Committee Report**

- Shifting focus to support school psycs during transition to new SLD eligibility criteria
- Autism assessment
- Dear Abby column
- Assessment during COVID-19: 2 papers done, one to come! Part of WA State COVID time capsule.

New members welcome: 3rd Wed every other month, 4:30-5:30

### **Communication Committee Report**

- PWN and Scope publications
- Spreadsheet to connect this committee to other committees with news to share
- One page guides for stakeholders (parents, clinicians, admins etc.).
- Generate timely responses to current events

### **Ethics Committee Report**





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Melding this committee with social justice and assessment.

**GPR Committee Report**

GPR is working on finishing the operations manual and updating the ESA BHC Foundational Documents.

**Mental Health Committee Report**

- Provide input for PWN and Scope articles.
- Presence on social media.
- Acknowledge and support the role of school psyocs as school based mental health providers

**Professional Development Committee Report**

4 PD events a year.

- Graduate conference had 75 attendees this year.
- Spring Lecture Series
  - Twice as many people attended (165). Reduced cost.
- Summer Institute on August 24th - hybrid.
  - SeaTac Marriot. 54 signed up, 25 remote. Probably stay hybrid next year.
  - AM: Using the BASC for diagnostic purposes. PM: Denver PS describing SEL universal screening and MTSS.
- Fall conference - 3-day, hybrid.
  - Mental health and MTSS emphasis.
  - Agenda on WHOVA app.

**Retention and Recruitment Committee Report**

- Planned PD: Bargaining and advocacy within districts
- \$1500 to give out in diversity scholarships
- Booth at NASP



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<b>Social Justice Task Force Report</b>
Will be working with Ethics Committee. More info from Committee Chairs?
<b>NEW TOPIC</b>
Notes
<b>NEW TOPIC</b>
Notes

ACTION ITEMS		
TASK:	COMPLETED BY WHO:	COMPLETED BY WHEN:
Brochure on Fall Conference to give to HR/Directors for permissions/reimbursement. Provide to area reps.	Steve Hirsch	
Provide documentation from WSASP PD to meet ethics requirement for NASP recertification	Michael Kirlin	
Sign up sheet for info booths at Fall Conference	Cassie Mullivrana	
Sign up sheet to volunteer as a moderator for Fall conference sessions	Carrie Suchy (?)	
Action Plan Discussion - solicit input from committee chairs to create a draft for board to review	Cassie Mullivrana	