



Board Meeting Minutes
August 20, 2020

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:

Notes/time: 5:03 PM



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ROLL CALL									
Voting Members									
	President		President-Elect		Past-President		Treasurer		Secretary
X	Alex Franks-Thomas	X	Cassie Mulivrana	X	Laurie Engelbeck	X	Arick Branen	X	Monique' Thacker
	Area 1A:		Area 1B:		Area 1C:		Area 1D:		Area 2:
X	Liz Jones	X	Jennifer Much	X	Mikael Olson		Liz Gibson-Meyer	X	Nicole Preston
X	Anna Casey		Brenda Gessaman		Jessica Kessler	X	Lindsey Gallagher	X	Apryl Yearout
	Area 3:		Area 4:		Area 5:		Area 6:		Area 7:
X	Nathan Cattarin		Donna Guise	X	Sherri Bentley		Danna Williams	X	Laree Foster
	<i>Vacant</i>		<i>Vacant</i>	X	Cecilia Hernandez		Sara Allen		<i>Vacant</i>
	Area 8:		Area 9:		Area 10:				
X	Samantha Gerber	X	Michael Kirlin	X	Lore'K Garofola				
X	Jennifer Heinecke	X	Karen Harper	X	Mary Bauer				
Non-Voting Members									
	NASP Delegate		EWU Hybrid		EWU Respecialization		U. Washington		Central WA University
	Susan Ruby		University Rep - Susan Ruby		University Rep - Jamie Chaffin		University Rep - Jim Mazza		University Rep - Heidi Perez
			Student Rep - Name		Student Rep - Name		Student Rep - Name		Student Rep - Name



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	SU Program		GU Program		Assessment Committee Chair(s)		Communications Committee Chair(s)		Ethics Committee Chair(s)
X	University Rep - Jason Parkin		Joseph Engler	X	Cassie Mulivrana	X	Alex Franks-Thomas	X	Michael Kirlin
	Student Rep - Name		Student Rep - Name	X	Laree Foster	X	Mikael Olson		
	GPR Committee Chair(s)		Mental Health Committee Chair(s)		PD Committee Chair(s)		Retention & Recruitment Committee Chair(s)		Office Managers
X	Carrie Suchy	X	Sherri Bentley	X	Steve Hirsch	X	Laurie Harrison	X	Curt Blair
X	Sherri Bentley	X	Tracy Pennington-Branen			X	Monique' Thacker	X	Sheena Boosinger
Other:									

Review of WSASP Mission, Vision, Norms, and Values
Notes: Reviewed and read.
Approval of Previous Board Minutes
Notes: Motion to approve minutes. Seconded. Minutes were approved at 5:11 pm.
President-Elect Report
G-Suite Proposal Cassie - Move to G-suite from drop-box. This will allow us to have a G-suite platform owned by WSASP instead of using personal and work emails. We would have access to Gmail, shared calendars, list serves, Google meet for meetings. There is potential for a cost increase. Arick - \$436 per month.



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Cassie - Moving to G-suite can be very positive for our association. We would do a phase-in and move some documents over. We will wait on creating emails until after the conference.

President Report

Appointed Apryl Yearout for Area 2 co-rep on 7/6/2020.

Appointed Lindsey Gallagher for Area 1D co-rep on 7/8/2020.

UW-Tacoma School Psych Program - When to create Board Position for University/Student Reps?

Alex - When do we create a board position for program and student rep?

Sherri - After the program is up and running. I don't think we have to wait. We need to put that out there and let Laura know. I don't know that there is any real process. Susan might remember how we organized Gonzaga.

Michael - It took about a year and a half for them to organize and become part of the board.

Michael - Meeting 9/28/2020 to establish rules.

Alex - I will email former presidents to discuss and get guidance

Organized PEAB appointments

Alex - Have not heard from Central as of today.

Past President Report

Reminder for awards nominations.

Laurie - Remind people that we are providing awards at the fall conference. Nominations are due 9/18/2020. Those are Best Practices in Assessment, Interventions, Consultation, Education/Supervision, Research/Evaluation. Louisa Thompson Award, School Psychology Services Award, Outstanding Advocate Award, and School Psychologist of the Year.

Secretary Report

Monique` - Approved meeting minutes will be sent to Curt and Yeojin on 8/21/2020. Draft notes of this meeting will be shared after reviewed by Alex.

Treasurer Report



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Summer Institute.

Arick - Technology was frustrating for the first 1.5 hours. It smoothed out by 9:00 am. This was the 3rd best event we have held. We will make between 25-30k. We only had to refund 4 people.

Arick - Our 20/21 budget is around 82k. Next year's budget will be about 90k.

Finance Committee Recommendations (require board approval):

- Free membership to all board members and committee chairs! \$4500
- Free conference registration for students! (after they have become WSASP members): \$3500
- Conference Prizes:
 - Reimbursements and Free membership for up to 10 WA state attendees: \$2,225
 - Amazon Gift Cards: \$1,500
- **Money in two CD's (\$25,413) is considered the "NASP fund" for 2024-25 fiscal years*

***Considering moving to G suite, depending on the cost**

Arick - This would benefit the association. This would increase our communications budget to around 10k. We have a 6-month commitment with Zoom.

Cassie - This would give us security and ownership of all our WSASP documents. Board members are creating their documents on google but if we use the G-suite, we could have all documents accessible. This would help if we have a records request. We could create IDs for zoom meetings instead of sharing the ID. There is a company that will move all of our documents over from dropbox. All documents will be accessible to our association. Area lists won't have to be recreated every year.

Curt - I am supportive of integrating all our documents to G-suite. It may be difficult to switch over but it seems beneficial in the long run.

Motion to approve the budget made by Laurie E at 5:42 pm. Seconded by Michael. This would include the approval of the G-suite.

Arick - We still have 25k in reserves in CDs.

Laurie E. - Is there a discussion on waiving membership fees for board members? There was discussion from potential non-board members asking why the board members don't have to pay membership.

Alex - We need to communicate what board members are doing so that members know what the benefit is to the association.

Arick - We are meeting again to seek input from WSASP members on how they feel about providing membership to board members.

Sherri - I wonder if other professional associations provide free membership? I recognize the amount of work provided by the current board



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members.

Laurie H. - I think members might be surprised that we do not already do this. I agree with you Sherri that there might be some people who have concerns. The amount of work we do and the time we provide is well below the \$75 membership fee.

Arick - The amount of work we do put into the association is significant.

Alex - Is there more discussion before we approve the budget?

Laurie E. - We can approve part of the budget and leave the reimbursement out.

Anna - I would like to make a motion to approve the budget and table the discussion on the reimbursements.

Arick - \$86,024 revised budget.

Alex - Motion to approve the revised budget. 5:58 pm motion carries.

Budget Report attached to meeting minutes with spreadsheet for budget and a graph with the breakdowns per category.
The overall budget was increased from the 2019-20 fiscal year by \$19,391:

One year only expenses:

Government Affairs: \$2000 for a proposed retreat

Recruitment & Retention: \$3500 for a table at NASP.

The following increases will be included in upcoming yearly budgets:

Office Staff +\$7500

Webmaster +\$1300

Wild Apricot (WSASP website): +\$1404

Communications platform (discontinuing previous platforms and adding G Suite): +\$4090

"Add on" expenses: As required in by-laws from 2018, WSASP is to maintain 10% over total budget in bank account. Any remaining monies at end of fiscal year (7/31/2020) will be used for members:

Total in US Bank Account as of 7/31/2020: \$102,965

10% above budget = \$90,882

Total to be used towards members = \$12,083. Board approved \$7225 at August meeting, with \$4858 remaining to be used.

[Budget Graph](#) | [2020-21 Budget](#)



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Membership Update

Curt - Membership is climbing. 523 active members and 228 pending. 25 new members in 30 days.

Review of Previous Action Items

Carry New Business Item: Identify Plans for old WSASP paper files housed at EWU over to next board meeting; requires Susan Ruby to provide context

New Business

President requests a motion to endorse [School Psychology Unified Anti-Racism Statement and Call to Action](#)

Cassie - I make a motion to endorse it.

Alex - Let's vote. 6:04 pm the motion passes.

Vote for approval of Updated COVID guidance paper.

Alex - Changes from virtual to remote assessment.

Cassie - I make a motion to approve this guidance. Michael seconds.

Anna - Asked a clarifying question around "Determining How to Proceed" options. Will there be time to provide guidance and hold office hours?

Alex - There is a place to ask questions under Summary Statement. There is a google form that comes to my account for people to ask questions. Once approved this document can go out to members and stakeholders.

Anna - In IOL there is an option to waive the reevaluation if all IEP team members agree.

Carrie - This has always been an option in the WACs. There is an expectation that IDEA is upheld.

Alex - Are we ready to vote? All in favor say I. 6:16 pm the guidance document is approved.

SJ task force update

Alex - We choose to reach out to others who might be interested in this group. There were 11 individuals who are interested. the form closes 8/31/2020. The group will review possible new members. Approval of Anti-Racism Statement and Call to Action can help provide guidance to the task force and association.

Assessment Committee Report



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1. We are working on updating the assessment committee page on the website
2. We have three SCOPE articles planned out for the year (Assessment during COVID-19, ELL Evaluations, Threat Assessments)
3. We will be working to develop an operations manual for our committee.

Communication Committee Report

Social media policy approval.

Alex - The policy was unanimously approved. A remote vote was taken in early August to make sure the policy was in place prior to the Summer Institute.

SCOPE articles - September 15 (will be sent out October 1st)

Laurie E. - I would like to receive SCOPE articles by Sept. so that we can get them in the next publication.

Alex - Please send me PWN text. We have a new website.

Mikael - Please consider the editing time for the PWN.

Ethics Committee Report

Michael - I ended up having to define what the Ethics Committee does. It combines my involvement in the APCAC committee. This included how responses are made. That this is only an advisory board. I am still working on the definition.

GPR Committee Report

Carrie - We are also working on an operations manual for GPR.

Endorsement for sex ed referendum.

Carrie - The Sex Ed referendum will be on the ballot this fall.

Alex - We don't typically endorse political ideas.

Carrie - This is an issue as educators because it is educating students K-12.

Sherri - We have endorsed several political referendums in the past.

Anna - I don't know that I feel comfortable endorsing this.

Carrie - We endorsed this earlier when it was a bill during the legislative session.

Michael - There are a lot of conservative churches that are opposed to this.



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Jason - (I couldn't see who said this) - Social Justice is a verb and we are advocates.
Carrie - The bill speaks was highly backed by WEA. We were asked about this on August 3rd, the deadline given was 'ASAP.'
Alex - Can we make a motion to vote? Those opposed are encouraged to vote no.
Michael - There will be opposition in rural areas. It's back to your original point. It promotes developmentally appropriate sex education. My issue is that I have not read it.
Carrie - If we are supporting social justice issues, this may be an issue we want to consider taking a stance on.
Apryl - I make a motion to support this. Seconded.
Alex - Those in supporting Referendum 90 please say I. 12 board members approve. 1 disapproved. The motion carries 6:48 pm.
Jenn H. - I am going to oppose it.
Sherri - I feel like this is controversial but I'm not afraid of that. This bill was to teach healthy boundaries.

Approve ESA BHC Position Paper

Carrie - Behavioral Health coalition was sent out earlier this week on the 18th.
Laurie E. - I make a motion to approve the ESA BHC position paper. 6:28 pm motion approved.

Mental Health Committee Report

Tracy - Sherri and I have been working on the resource page. We will be sending that to Yeojin. We will be contributing to the PWN on a monthly basis.

Professional Development Committee Report

Conference updates

Tracy - Yeojin created a link for the summer institute.
Curt - I think it's easy to send it out via Wild Apricot to registered members. It's basically a link to a hidden web page. Once new members pay for the registration we can provide them a link to the recorded videos.
Tracy - I'll need to add the new registrants to Whova.
Alex - The PD committee did an amazing job.
Arick - We are going to need a lot more support from board members because we are going to run up to 6 talks at once. It is going to be hectic and we will need moderators. We will send out an email to recruit members.
Mikael - Can we recruit other state associations since they will be attending?
Tracy - I will bring that up.



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Retention and Recruitment Committee Report

Laurie H. - Social hour Friday before the conference. We are working on a google form to mentor/mentees to add to the website. We are including those who are changing districts. We don't anticipate going to NASP this year but we are discussing what and how we will attend in the future. We are not working on the presentations due to COVID.

ACTION ITEMS		
TASK:	COMPLETED BY WHO:	COMPLETED BY WHEN:
Carry New Business Item: Identify Plans for old WSASP paper files housed at EWU over to the next board meeting. Need Susan Ruby to provide context.	Alex, Monique`	10/08/2020

Meeting Ended 7:01 pm

Additional Notes: Steve was on the phone the entire time but had no voice so these were sent in to be added to minutes.

1. you should not consider spending our 'surplus' funds on a perk for board members. It is of questionable ethics since it is not part of our mission or vision; our by law amendment clearly says that those funds will be returned in some way to membership; but maybe most importantly, such a move creates a precedent that is difficult to return from. We now have this ridiculous (in my mind) by law that says serving as president for a year provides you membership for life. Do you have any idea how many of our presidents over last 20 years served one year as president and then for various reasons, said goodbye to the board and being involved? At the minimum, six or seven. Meanwhile folks like Bob Howard, Arick, myself, have volunteered for umpteen years and still pay our membership every year. If you provide free membership to board members, that is a long term commitment even if there are no excess funds in a given year. Same is true by the way for providing students free registration. We already supplement their attendance by not charging them less than even the cost of food. Every student that attends our conference costs us money as it is.



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2. I had planned to wait until after the conference to make a motion for how to spend our excess funds this year and would still rather wait as it exceeds what we made on the summer institute. Shouldn't that decision be made at the retreat where we look at the budget and where we want our monies to go?

3. With respect to membership- Marily Krause tried hard to identify and touch base and remain in contact, with retired school psychs. The major problem is that we don't identify them prior to retirement, and once they retire, they no longer use their work e-mails so we have fewer ways to get in touch with them. I would like to propose that we add a question to our membership form- "Do you plan to retire within next two or three years and if so, could you please provide us with a home e-mail or phone number so we can contact you and stay in touch?"

As for PD committee (I was on the phone listening for an hour and it didn't seem like you would get to PD)

Our summer institute was a huge success any way you measure it with psychs from more than 25 states and even international with over 500 psychs from Washington.

We learned lots of lessons when it comes to putting on a virtual conference. We will need more help for the fall conference. I would like to see Curt be able to pass off any registration that requires hand registration to someone who has been trained to just do that- register people by hand

I would like to see Tracy forward any concern from someone who is having trouble logging in to WHOVA or ZOOM. and they focus just on that problem.

I would also like to see Curt be able to forward any request from a district to register many of their psychs. These are specific functions that we can teach someone.

The fall conference is close to being finalized from a schedule point of view. WHOVA has all the abstracts . My hope is that by the end of next week, we go live and start marketing the hell out of the fall conference just like we did for summer. Alex, we could really benefit from a link to NASP and the blasts in both PWN and SCOPE. OSPI has given me the green light to put in the statement I forwarded to you all that they plan to present the proposal to the state legislature for WAC language. Its time to really delve into the issues around the proposed model. EVERY Washington psychologist needs to attend the conference. We have to get that message out.

The fall conference has over 60 speakers and 70 sessions. Three keynotes; several invited speakers; two attorneys; current and past NASP presidents; Oregon and Washington DOE; Numerous workshops and themed discussion breakouts. Virtually every time slot has a choice of 5 or 6 talks to choose from. Unlike NASP, Our talks are not graduate students sharing their Master's thesis. They are national or local experts; practitioners; trainers. Area reps, be prepared to get the word out on the fall conference to every psych in your area.