

**KAPS EXECUTIVE COMMITTEE
MEETING
SEPTEMBER 19th, 2007**

The meeting was called to order at **4:00 p.m.** by **President Misty Lay** at the Radisson Plaza Downtown, Lincoln Room, Lexington, Kentucky. Introductions were made.

MEMBERS PRESENT:

Those in attendance included: Misty Lay, Mary Twohig, Kristen Kyriacou, Stacie McCune, Diane Herrick, Courtney Bishop, Connie Adams, Christina Mayfield, Dan Florell, Matt Buckman, Carl Myers, Jim Batts, Erin Roberts, Kristina Wilburn, Marty Dunham, Randy Potts, Sheila Hardcastle, Kristin DeMichele, Heather Hill, Melodie Slone, Roy Mays, Bill Pfohl, and Ken Epperson.

MINUTES:

The minutes of the June 9th, 2007 meeting as submitted by Stacie McCune were reviewed. Diane made the motion that the minutes be approved, with a second from Courtney. Motion carried.

TREASURER'S REPORT:

Diane reviewed the Treasurer's Report dated 9/19/07. Current Assets were listed as \$23, 941.01. Major Expenditures were reported as \$13, 234.83. The Fall conference income was listed as \$42, 021.00.

REGIONAL REPORTS:

Region 1: Randy Potts reported on a LD guidelines/eligibility/RTI training that was held the 14th of September. Another meeting will be held October 2nd, 2007 to further address concerns with LD/RTI.

Region 2: Sheila Hardcastle reported continued email communication with members.

Region 3: Kristin DeMichele discussed an event at slugger field.

Region 4: Heather Hill reported continued email communication with region members.

Region 5: Melodie Slone reported continued email communication with members.

Region 6: Roy Mays reported continued email communication with members.

Region 7 & 8: Ken Epperson reported continued email communication with members.

COMMITTEE REPORTS:

Conference: Misty Lay reported current success with the Fall KAPS conference. She is pleased at the conference income in comparison to expenditures. There are 8 rooms booked for sessions. The NASP President was able to attend. An entertainment portion of the luncheon was planned. Things are running smoothly.

Membership: Courtney Bishop was pleased with the amount of members that paid by July 1st this year. Exact numbers will be submitted after the conference because several members used the conference to renew fees. Misty indicated a pleasant surprise with associate members joining KAPS, increasing membership. There are 256 KAPS members listed as of date. Misty would like to see the membership increased to 300 members.

Legislative: Connie Adams reported concerns regarding the APA 319 model, which proposes a Ph.D. level of education to use the title of "Psychologist." Jim Batts attended the KPA board meeting regarding advocacy and discussed in detail the controversy of the title "Psychologist" within schools and how it will affect School Psychologists. In essence, if the APA 319 model is passed, School Psychologists would not be considered "Psychologists" without a Ph.D. In Kentucky, it was reported that the law would not be re-opened or altered as such. Connie indicated that a lobbyist fund would be helpful in cases like these. Some states are setting aside funds for this specific purpose. Connie asked if KAPS could set aside funds for such an issue. Diane stated that she would speak with the accountant in October and discuss that option. Connie mentioned that members are able to contact legislators through NASP advocacy. A booth for advocacy at next years Fall conference was suggested. Matt Buckman stated that information is sent through the listserv but some members are not included. Therefore, he is sending information to region representatives to encourage others to join the listserv. Connie also discussed retirement benefits and concerns of health benefits after retirement. It is currently stated in regulations that health insurance benefits will end in 2008 unless new legislation is passed and funded to provide continued health insurance. Connie recommended being proactive when such bills are presented.

Public Relations: Christina Mayfield reported that KAPS shirts were ordered and other PR items are being sold on clearance. Shirts were provided to all KAPS Executive Council members. Seventy-two shirts were ordered and of those orders, forty-two were from members. The pre-order sales method was effective. Misty asked that EC members wear the shirts at the KAPS conference as advertisement. Misty also reported that the KAPS banner could be used for booths at various conferences for advertisement. Pens, pencils, magnets, etc. were also purchased as advertisement.

Newsletter: Mary Margaret was not in attendance, no discussion reported.

Ethics: Carl Myers reported no current issues or concerns.

Website: Dan Florell updated everyone on the status of kapsonline.org and the complications with domain names, servers, access, etc. Due to complications, the site will not be running during the KAPS Fall conference. It should be running soon.

LD Advisory: Jim Batts reported a meeting on the LD advisory scheduled for tomorrow afternoon. Four cognitive and three reading fluency assessments were submitted; however, they have not yet been added. All tables will be downloaded and given to Chris

Thacker by Jim. In the next few weeks, reading fluency will be added, along with removal of outdated assessments. The Kentucky Department of Education has two committees working on RTI and LD eligibility separately. Each committee will present to the State board in October. Transition from the LD tables to RTI will be addressed through the LD committee.

NASP Delegate: Marty Dunham reported that NASP membership is currently at 218 members, consistent with previous years. The goal is 291 members. The NASP convention is scheduled for 2/6/08 in New Orleans. Marty intends to drive there. Tuesday arrival was indicated as a concern due to the increase in festivities of *Fat Tuesday*. Reservations began yesterday for the NASP conference. Future conventions are in Boston, Chicago, San Francisco, etc. Marty encouraged members to review the website for session topics. If members haven't responded to the MLA letter, he encouraged them to do so. Marty intends to have a column in the newsletter regarding NASP issues.

KCSS: Dan Florell reported the need to have School Psychology representation at the Kentucky Center for School Safety. The last KCSS meeting occurred in the Spring of 2007. He reported on presentations. A summary of the meeting was in the newsletter.

OLD BUSINESS:

Realignment of Regions: Misty initiated conversation of KAPS region separation across the State. Mary Twohig followed up the discussion with information previously gathered and provided to the EC. Misty indicated that the overall benefit of region realignment would serve the district cooperatives and would not interfere much with the alignment of KAPS regions. The transition to region realignment was discussed. Dan recommended a service region name instead of the numbers currently used. Misty plans to meet with region representatives to further address the issues. Dan suggested using current representatives as dual representatives until the next region voting cycle as a means of easing the transition. Christina made a motion to rename the regions and have elections in the Spring. Courtney seconded the motion. The following realignment was discussed: Region 1 (Western Kentucky), Region 2 (Caveland/River), Region 3 (Jefferson), Region 4 (Northern Kentucky/Ohio Valley), Region 5 (Central Kentucky), Region 6 (Wilderness Trail/Upper Cumberland), Region 7 (Big East), Region 8 (Kentucky Valley). Misty indicated that it would be helpful to start separating distribution lists.

Nonprofit & Tax Exempt Status: Diane reported that current nonprofit status is 501(c)3 instead of 501(c)6. She will meet with the accountant to address the issue and conduct the annual audit. Diane would like KAPS to have a sales tax exemption. KAPS is currently a non-profit organization but the organization does not qualify for certain non-profit incentives.

KAPS Consultant: Misty stated her appreciation of Duane Miller's assistance in conferences. Duane offered his assistance with the tax-exempt status. Connie made a recommendation to recognize Duane for his assistance and dedication to KAPS. Misty invited him as an honorary guest, however, he was unable to attend. Misty is in favor of

providing a formal letter of appreciation. Connie motioned to send a formal letter. Heather seconded the motion.

KASA Affiliation: Matt addressed whether student members could count toward KASA affiliation and clarified that students do not count towards KASA membership affiliation. There is a required percentage of KAPS members to be affiliated with KASA. KAPS does not currently meet the requirement. Dan asked about the Associate member status. Associate member status does not count towards the percentage needed. Dr. Batts indicated membership in KASA was a method of obtaining lobbyists. Dan suggested membership supplements to increase KASA membership. Diane suggested the possibility of a reduction in KAPS membership for KASA members.

Membership Dues: Diane reported on the yearly membership dues. Dues will be raised to \$60.00 for members (\$40.00 if turned in by the annual due date), \$15.00 for students (\$10.00 if turned in by the annual due date), and \$30.00 for Associate members (\$20.00 if turned in by the annual due date). Diane recommended a \$40.00 rate for those members that renew by the due date and a \$60.00 rate for those that renew after the due date. Including membership dues in conference fees was discussed and concerns were expressed. Reminders of dues are sent by email, region representatives, website, etc. Discussion of late fees occurred. Misty felt the reward for early registration was more important than late fees. Courtney made a motion to present the increase of membership dues to members at the KAPS luncheon. Christina seconded the motion.

KAPS Letterhead/Logo: Misty reported that she would resend the logo to EC members. Discussion was tabled.

Revision of Operations & Procedures Manual: Mary discussed changes to the By-Laws and reviewed specific sections and articles of question. Changes in wording were discussed. Editing concerns were addressed and submitted. Misty suggested that a copy of revisions be sent to members at the KAPS business meeting on Friday for approval. Mary made copies of EC roles/expectations. She will also distribute information to KAPS members.

Descriptions of Best Practice Awards: Misty asked Sheila if she would assist in descriptions for Best Practice awards. It was suggested by Dan that Misty review descriptions from NASP and in Best Practices books.

KAPS Booths: Misty reported on booths at KAPS...a work in progress.

NCSP Stipend: Misty reviewed old minutes and KAPS archives. Dr. Pfohl discussed federal loan forgiveness that was passed. Discussion was tabled until loan forgiveness was addressed.

KAPSONLINE: Dan reported that Google Analytics is a method of tracking website traffic. The technology survey completed last year will be utilized to determine how

technology is implemented into school districts. Information will be provided once data is collected and tallied.

NEW BUSINESS:

- Dinner by Amy Gable: Members of EC are invited to dinner, paid by Harcourt. Details will be discussed at a later time. Interested parties should stop by Amy's booth.
- Schedule future EC meetings: January 4th (time and location to be announced). Spring meeting: March (to be announced). Summer meeting: June 6th or 13th (to be announced).
- Charity Work: Children's Advocacy Center of the Bluegrass has been adopted by KAPS. Silent auction is running until 11:45 on Friday. Misty appreciates University and community support and donations. Proceeds from gaming night will go toward charity. She encouraged members to attend the KAPS social event.
- Reading Fluency: See earlier notes from Dr. Batts. He asked members for reading fluency measures and recommendations. Region representatives are encouraged to ask members for assessments they prefer.
- Jenny Ewald Scholarship Procedures: Misty asked EC members about written procedures. Mary had a document that she intends to incorporate in the KAPS procedures manual.
- Mailing Costs: Diane reported that the conference brochure gained positive feedback. The mailing cost of 267 members, through Net post, costs \$290.00 for an 8-page brochure. She recommended newsletter/directory mailings through Net post, rather than KASA, due to decreased cost and improved quality.
- Student Representatives: Misty introduced student representatives and welcomed other attendees to the KAPS Executive Committee.
- Budget: Region budgets were discussed. Diane will work on committee chair financial needs within the next few months in order to submit a drafted KAPS budget by the January EC meeting.
- Regional Trainings: See regional notes.
- NCSP PD: Marty reported that there are requirements such as fees, membership status, and other specific criteria in order to have NCSP credit at the state associations.
- School Psychologist Awareness Week: Christina reported that a proclamation is scheduled for November 12th-16th and will be submitted to the Kentucky governor. The designated week can only occur once per calendar year. A press release is sent to local newspapers, region representatives, etc. Matt would like to have access to the information for submission to local papers, etc.
- Group registration rates: The possibility of offering group registration rates for larger organizations, districts, etc. was discussed. Concern regarding benefit for smaller districts was expressed. Diane suggested coordination through district co-ops. Local district finance methods were discussed. The issue will be tabled.
- Registration Refund Policy: Diane reported concern of refund procedures being days within the date of conference. She would prefer something in writing on the registration forms.

- KAPS Informational Brochure: Misty asked for recommendations for a KAPS brochure.
- Electronic Newsletter: Diane reported that some members have asked for electronic versions of the newsletter. Dan indicated that an electronic version is accessible. Diane suggested putting a box on the membership form for those who would prefer an electronic version.
- Online registration: Misty reported that the costs of online registration are more than feasible now than previously but are not doable at this time. This possibility will continue to be researched.
- Appendix of Accepted Motions: Diane reported concerns of having a running list of accepted motions. It was agreed that the secretary will develop an outline of approved motions and discussed topics.
- Emergency Legislative Fund: Matt asked if the funds were possible to provide for a reserve/emergency account. Diane will discuss this issue with the accountant and provide information to the EC in January.
- Ky Teacher Article: Matt and Misty are involved in an article to promote School Psychologists. They will be seeking information from members to include.
- Membership Drive with NASP: The drive collects data and NASP is willing to assist us with membership. There are several members of NASP that are not currently KAPS members. NASP will assist in recruiting those members for KAPS.
- Position Binders: Misty would like to start a position binder for every committee member. Binders were available for each member to take.
- Strategic Actions Plan: Be thinking about individual goals for each position and process to accomplish goals.
- The meeting was adjourned at **6:55 p.m.**

Respectfully submitted,
Stacie McCune
KAPS Secretary