

## **MAEO MINUTES**

### **Michigan Alternative Education Organization**

Board Meeting July 15, 2019, 10:00 – Noon/1:00 - 5:00 pm

Doubletree Riverfront

1 Wenonah Park Place,

Bay City, MI 48708

Present: Gina Wilson, Deb Baughman, Rhonda Marcum, Karen Van Epps, Denise Cadwell,  
Mallory Soffin, Rob Pawloski, Colleen Deaven

Absent: Sarah Johnson, Katie Myers, Amanda Miller, Thurston King, Dave Groenenboom

### **Meeting Agenda:**

- I. Welcome and Roll Call
  
- II. President's Comments- Important to revisit our mission statement, edit and/or revise it in order to fit our organization's focus and efforts. Develop goals for the year based on our mission statement. Spend time at our retreat to form committees that will help get the work done.  
Our organization goals need to be addressed at every meeting. Goals not just to be goals on paper.  
What do we want to do this year? Take a look at all of our pieces and determine whether or not they are things we want to continue, are they effective etc.  
ie. newsletter, one day conference, prioritize.
  
- III. Approval of April 25, 2019 Minutes  
Moved by Colleen Deaven    Seconded by Rhonda Marcum  
Motion approved to accept as presented.
  
- IV. Board Reports:
  - A. President- Deb Baughman announced that she will not run for another term as MAEO president. She will remain on the board if elected to an at large seat for the 2020 - 2021 school year. She will be retiring from her school social work position in June 2021 and would like to transition the position to another board member (per our bylaws) before she leaves the board . She encouraged other board members to think about their interest in being MAEO board president. A document describing the responsibilities of the office of president and timeline was submitted in July 2018. Deb would like the manual defining all executive and

appointed board positions (Conference Chair, MAEO STARS Co-Chairs) including responsibilities and timelines that was started last year to be completed by the end of her term this year. She will stay on as MAEO STARS co-chair if elected as an at-large member of the board and appointed by the president.

- B. Vice President-Rhonda-backs up the president if needed. Nothing else to report.
- C. Recording Secretary- Karen Van Epps mentioned her regular duties of taking minutes at board meetings as required. She indicated that she was pleased with our new practice of paying those members who filled in for the secretary at a meeting and then received a portion of the stipend.
- D. Conference- Denise shared that her duties include the planning yearly conference which includes the conference budget. This year we had 161 registrants, which was 30 more than last year. She would like to streamline the registration process and have folks scan their documents instead of fax and snail mail. Profit this year was \$18,464.88. It appears that charter schools, virtual/online schools have increased our overall attendance at the conference.
- E. Membership- We have 644 current members.
- F. STARS- Mallory reported that her responsibilities remain the same. There has been positive feedback from the schools and students who attended. Attendance numbers were down for the spring competition due to circumstances outside of our control such as discipline for vaping, calendar adjustments due to weather related closures etc. Despite less schools attending the spring competition, there was a profit. New judges this year were positive and excited about coming back in the future. More discussion to continue regarding revising the manual, judging rubrics, location of events when meeting as a committee.
- G. Webmaster- Amanda not present to provide a report.
- H. Social Media-Katie not present to provide a report.
- F. Treasurer (Year End Report 2018-2019)-Rob submitted the April 25, 2019-May 31, 2019 final report which showed a positive of \$3,119.51, with an inflow of 30,568.00 and an outflow of \$27,448.49. Rob reminded us that the MAEO fiscal year ends May 31, 2019. Rob expressed frustration in schools paying late for the one day conference as well as getting payment for the spring STARS event and it impacting the end of our fiscal year accounting.

Motion to approve the May treasurer's report as submitted - Denise Cadwell  
Second by Colleen Deaven, motion passed.

The 2018-19 total budget reflects a positive of \$4,993.46. As in the past and in line with the event and our goals as an organization, the Spring conference was the largest income producing item in our budget. The conference revenue was \$37,627.00 and expenses were \$20,992.12. One day professional development

revenue was \$570.00 and expenses were \$444.00. There was a balance of \$64,298.51 for the year.

The President reminded the board that we are a non-profit organization. She expressed concern that we continue to focus on using our funds (“profit”) to offer increased opportunities and activities that are in line with our mission, and not just build the balance in our savings account.

Motion to approve the 2018-19 final budget itemizing revenues and expenses as submitted by the Treasurer Mallory

Seconded by Colleen. Motion passed.

Karen thanked Rob for his work.

Rob presented the Proposed MAEO budget for 2019-20. In his proposed budget, he recommended the stipends for some board positions be increased in the 2019-2020 budget and gave his reasoning.

His recommendations resulted in an extensive discussion about Executive board and appointed position stipends:

- Stipend vs Honorarium.
- Work Volume.
- No paid positions.
- Reasoning and historical context of giving stipends.

The board members present for the discussion took very different positions. Not all board members agree as to whether or not “compensation” should be given. There was discussion about whether or not we should even offer stipends. We went around the table and members gave some thoughts about their views. The outcome of the discussion was a decision to form a committee to make recommendations to the board as to how stipends should be handled in the future. Recommendations from the committee will be discussed at the January 2020 meeting and the board will act on revising the 2019 - 2020 budget if consensus is that action is needed. Gina agreed to Chair the committee addressing stipends, part of By-Law Committee. Rhonda and Karen agreed to join her on the committee.

Motion to approve the proposed 2019-20 budget as presented by the Treasurer - Gina. Second by Rhonda. Motion approved.

Rob also commented he would like to discuss the Service Award recipients and their connection to current board members. Agreed to discuss this under New Business.

Lunch break 1230pm-130pm

Deb presented an Ice breaker from the Trauma Informed One Day Conference “Cross the Line”. It was suggested that it would be a good activity to do with all students at our member schools.

Deb then introduced True Colors Activity aimed at recognizing our differences and improving how we work together toward our goals. Each member worked through the characteristics and the needs and liabilities that go with each color. Discussed briefly the pros and cons of working with others who are like us and different than us.

**OLD BUSINESS:**

Mission review:

The purpose of the Michigan Alternative Education Organization is to advocate quality alternative education for Michigan’s youth, to provide a network of support for alternative educators and students and to promote awareness of alternative education at the local, state and federal levels.

Discussion:

Keys works: Advocating, Network of support, Promote awareness

Quality vs. Best Practice-Suggestion that Quality is not the correct work but rather “Exemplary”

### **How do we advocate for best practices?**

- Relevant topics at the conference.
- Use of national best practice rubric. Action Step: Get the rubric on the website
- Evaluation of conference based upon feedback and use the recommendations that come from the evaluations
- Awards for best school component, school programming. Action Step: Look at rubric used for the award criteria and tie it to the National rubric

### **How do we provide a network of support?**

- Social Media
- One day conference
- Awards
- Newsletter
- Website
- Connections with other associations

- STARS
- Spring Conference

**Action Step:** Add to monthly meetings “Information that should be shared with membership”.

### **Promote Awareness of Alternative Education**

- Connections with other associations
- MDE connections
- Legislative Day

**Action step:** Gina suggested that there may be a gap between the board and the local practice. Building advocates at the local school level. Assisting with Press releases. Use of Hashtags#, Graduation practices

Mission revision as of July 15, 2019

The purpose of the Michigan Alternative Education Organization is to advocate for exemplary practices in alternative education, to provide a network of support for alternative educators and students and to promote awareness of alternative education at the local and state levels.

**Action Item:** Look for the vision statement that may be in the archives.

Review of the 2017-18 Goals

1. Membership- Met the action steps/deadlines set.
2. Network of support- Met the action steps/deadlines set.

Goals for 2019-20

1. Advocating for exemplary practices

Committees (Agree upon a schedule and work to be done)

Annual Conference: Denise(Chair), Rob, Thurston

PD Committee: Colleen, Gina

STARS: Mallory (Chair), Deb, Sarah

By-Laws: Gina (Chair), Rhonda, Karen

**MAEO**  
**Michigan Alternative Education Organization**  
Board Meeting July 16, 2019, 9 am - ? (tentatively 1 pm)  
Bay City, MI

Present: Deb, Thurston, Denise, Gina, Rhonda, Rob, Mallory.

Absent: Colleen, Katie, Sarah, Karen, Dave, Amanda.

**Meeting Agenda:**

- I. Complete discussion of any unfinished *Old Business* Items from July 15  
Warm-Up Activity: Introduce yourself and what you are proud of. Tell what we took away from yesterday to fill in Thurston.

Gina: Has gotten her dream job as college faculty. Is feeling very proud and excited for her new position. Rhonda: Proud that 59 students earned diplomas. Rob: Been teaching 28 years. Proud that his daughter got into the environmental school in his area. Mallory: Proud of MAEO STARS and the amount of judges they were able to recruit. Deb: Proud of partnering with health department school nurse to help mentor girls in school and helped find mentors within the community for after the program. Thurston: Proud that a lot of students complete high school in their program. Denise: Proud that her son got engaged this summer and her district is building a new school so they are in the process of moving.

- II. New Business 9:00 am - 9:30 am
  - A. Discussion of Proposed Budget for 2019 – 2020. Voted on 7/15/19, see notes.
  - B. Board Meeting Dates, Time and Location for 2019 – 2020, Vote
    - September 26
    - October 24
    - December 12
    - January 23
    - February 27
    - March 26
    - April 23
    - July 13-14 or 14-15 tentative

C. Spring Conference Dates and Location for 2020

Crystal Mountain April 22-24.

All information is on the website.

D. MAEO STARS Event Dates and Locations for 2019 - 2020

October 25, 2019 Fall Kick-off, location TBD.

March 18, 2020 Legislative Day, Christ Community Church in Lansing.

May 14, 2020 Spring College & Career Competition, Delta College.

E. Appointments for positions on the board

Conference Chair: Denise

MAEO STARS: Mallory

Webmaster: Amanda Miller, if accepted.

Social Media: Katie Meyers

F. Treasurer

He is currently bonded thru January 1, 2020, renews every 3 years.

G. Relationships and/or Positions with Other Organizations/Departments

MACAE: Gina

MDE: Thurston

MEA: Rob

NAEA: Deb

MAAA: Deb

MASSP: Gina

H. Small group discussion of regional reach out and meet 9:35 am - 9:55 am

1. Membership Recruitment
2. MAEO STARS Events/Competitions
3. Regional Rep. Areas

(Share) Ideas from small group discussion of ways to increase involvement in MAEO

10:00 am - 10:15 am

Reach consensus and establish 2 - 3 goals for connecting regionally

10:25

am

Board agreed to kick off the regional area concept at annual meeting.

I. Work on goal/objectives document (make assignments, due dates, evidence)

J. Add annual dues for membership vote to the agenda. Moved by Mallory, supported by Thurston, unanimous.

K. Annual membership continues to be free  
Rob moved, Mallory seconded, no further discussion, unanimous.

IV. Committee Work 10:30 am - 11:30 am  
Tabled until all members can determine timelines and tasks.

III. Other Business (Report Out and Summarize) 11:45 am - ?

A. Service Award recipients and their connection to current board members.

i. Table this until the September meeting when more board members are present.

IV. Adjournment  
Gina moved, Mallory supported. Meeting adjourned at 12:15.