

TWICE Retreat
June 23, 2005

Location: Midland County Educational Service Agency

Members present: Janine Lim, Keith Sadlier, Arnie Comer, Greg Martin, Terry Harrington, Aaron Schippert, Mike Maison, Mike Richardson, Debbie Glasgow, Wanita Kampmueller

Absent: Sue Porter, Diane Zoellmer, Terri Doregthy

Proposal for 2005-2006 meetings:

1st Monday of the Month

- o 3:00 Executive board meeting

2nd Monday of the Month

- o 1:00-1:30 Board Committee meetings
- o 1:45-2:15 Event Committee meetings
- o 2:30-4:30 Board Meetings

Motion by Terry to accept the minutes, 2nd by Debbie, motion passed.

Election of officers:

President - Mike Richardson

Vice President – Debbie Glasgow

Treasurer – Terry Harrington

Secretary – Wanita Kampmueller

Motion by Arnie, second by Aaron, to accept the slate of officers by consensus. Motion passed.

Discussed the proposal to fund ASK for some programs bringing Michigan authors to the classrooms through video conferencing. Janine offered to bridge. Kent ISD will host.

Suggested 4 sessions/ 3 classes per session = 12 classes per author.

1. Schedule will be completed by the end of September.
2. Registration to take place in November.
3. ASK sessions to take place January-May.

Motion by Mike R. second by Terry, to accept solution #2: TWICE underwrites select ASK author programs coordinated by Kent, Berrien and Macomb for up to \$150. Motion passed.

Board members signed up for committees:

- o Events committees – Events, conference, project, PD
- o Board committees – Awards, communications, field trips

Motion by Aaron second by Terry, to make shared classes a board committee, motion passed.

Discussed the amendment to the constitution to increase the size of the board to 14 in 2005 and 16 in 2006. President will contact Ann Thorpe, Jennie Wilikee-Nichols, and Mike Oswald to discuss the board positions.

Communications Report:

- Newsletter
- Annual Report
- Electronic Letterhead
- Membership letters and invitation to new members by July 21st
- Newsletter dates – Twice per year: October 15th, January 15th

Field trips:

- Continue to investigate discount partners ie. Mot Marine
- Encourage teachers to file an evaluation for those who do file an evaluation place their name and email in pool and select one per semester for a free field trip.
- Evaluations are also asked of teachers by provide.
- Explore collaboration of field trip provider with multiple schools. Ie. Set the problem, schools work on the problem, connect to share solutions.
- Alaska site has project based programs.

Shared Classes

Aaron will send board members legal documentation of distance learning non-negotiable school code.

- Procedures
- Policy
- Category of classes
- Network teachers
- Classroom management ie moving materials

Update Annual Report

Projects Committee: Debbie, Terry, Greg, Wanita and Janine.

Read Across America survey results were distributed and discussed.

Greg and Wanita will review the RAA materials on-line to update.

Wednesday September 7th 2:00-4:00 report the edits on RAA web materials.

Discussed RAA sponsorship. Application needs to come out of St.Clair RESA – Grant writer.

Motion by Janine second by Keith to use \$1,000 of the fund equity to submit at least 5 applications on behalf of TWICE to foundations & or organizations by October 30th.
Motion passed.

Terry will send information about a free high 3-4 hour school event, Exercise in hand, Choices by Center for Federal Budget Reform, University of Akron Ohio.

Dates for Michigan Week and Reading Across America were established.

PD Report

3 sessions – video conferencing combining live and recorded

Schedule dates – 3 hours certification MIEM

How to:

- Facilitate
- Host
- Set procedures for scheduling as a remote location
- Develop a storyboard & script

Set times for video teachers to network

- Teachers of shared classes
- Elementary/middle school/high school

MERIT – Conferences meeting video conferencing, bridging, as a public offering.
Discussed the costs & possibilities.

Budget:

Motion by Arnie second by Debbie, to support ASK project by funding up to \$1,500 (10 ASK days) Motion passed.

Motion by Arnie second by Janine to eliminate Keystone Conference from the budget,
Motion Passed.

Motion by Arnie second by Terry to put \$250 in the budget for field trip committee.
Motion passed.

Motion by Arnie second by Aaron to approve the budget as amended. Motion passed.

Wrap-up: Summer retreat 2006 was discussed.

Board picture to be taken after the meeting.

Motion by Terry second by Arnie to adjourn. Motion passed. 2:55PM

Respectfully submitted by Wanita Kampmueller, Secretary