**Trainers of School Psychologists (TSP)**

**Executive Board Meeting**

**Sunday, January 7, 2018**

**Phone Conference**

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**Mission**: TSP is committed to innovation and excellence in graduate training programs for specialist and doctoral school psychologists. Our purpose is to foster high quality training in school psychology programs. We work toward this goal by examining current trends in graduate education programs, providing professional growth opportunities to school psychology faculty, facilitating communication with field based supervisors, and supporting legislative efforts that promote excellence in training.

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| **Term** | **Executive Board Members**  |
| 2017-2018 | Sarah Valley-Gray, President |
| 2018-2019 | Gene Cash, President-ElectDavid Hulac, Past-President Jim Deni, Treasurer |
| 2017-2020 | Kasee Stratton-Gadke, Secretary |
| 2015-2018 | Devadrita Talapatra Natasha Segool\*, Kasee Stratton-Gadke |
| 2016-2019 | Andrew Shanock, Pam Fenning, Melissa Allen Heath |
| 2017-2020 Dan Gadke, Ron Palomares\*, Lisa Persinger |
| **Advisory Board:** (Past presidents) Paul Jantz, Wendy Cochrane, Cynthia Hazel\* |
| **Committee Chairs:**Webpage Editor (Natasha Segool, Kasee Stratton-Gadke, Dan Gadke; Stacy Williams (Membership Chair), Ron Palomares (Research) Andrew Shanock (School Shortage), Paul Jantz (Forum Editor), David Hulac (Accreditation) |

**\* Not in attendance**

**Call to Order (Sarah Valley-Gray)**

The meeting was called to order at 8:01 EST.

Happy Birthday, Stacy!

**First Orders of Business:**

Approval of December, 2017 minutes

 Lisa Persinger motion to appove, second by Dan Gadke. No discussion. Motion passed.

Additions/corrections to the January 2018 agenda.

Parliamentarian.

1. **Executive Board reports:**

**President** –[Sarah Valley-Gray]

* Request from Division 16 from APA for TSP to share a table at NASP. The cost is $75. A Doodle Poll was disseminated and only three people responded. Might want to consider others ways to engage individuals into membership in TSP.
* Agenda items for meeting at TSP on Monday, February 12th at noon (strategic plan and the relationship to the budget, operations handbook, bylaws).
	1. Gene Cash: Please look over the bylaws to make sure these are up to date along with the operations handbook and strategic plan.
	2. Forum and relationship to strategic plan.
	3. Send any additional agenda items to Sarah.
* Moment of silence at the conference for David Prasse.
	1. For all trainers who have passed during the year.
	2. Policy for recognizing people who have passed away; perhaps at each conference.
* The last few years, TSP, along with many of our sister organizations have contributed funds to the Division 16 Grant Program for School Psychology Internships (GPSI).  Since its inception in 2014, 14 new doctoral internship programs have been created which has generated 69 new internship slots.  We have previously supported this initiative in the amount of $500.  Do we want to evaluate this annually or would we like to provide blanket approval?
	1. Request to seek out information regarding other organizations and general donations given.
* Use of Zoom for meetings.
	1. Board voted informally to approve the use of Zoom for meetings.
* Reminder that student support is needed for the conference.
	1. Conference committee will create a list of responsibilities and duties needed and number of volunteers needed.

**President Elect** - [Gene Cash]

* Strategic Plan Committee- Copy was provided via email. Seeking feedback by the Executive Board Meeting on Monday afternoon before the conference.
* Conference Committee- Conference is coming along well. Preparing to send out additional flyers each Monday to encourage registration. Continuing education planned for the morning sessions. Hotel at a reasonable price and comes with breakfast and reasonable parking rate. Encourage folks to call the hotel directly to make reservations. Motion on behalf of the conference committee to offer Loyola faculty members who are attending the conference, up to five, free registration to attend.  Andrew seconded.  Discussion:  Loyola has provided rooms at no cost.  It is not the intention to make a precedent for future conferences.

**Past President –** [David Hulac] – no report.

**Secretary –** [Kasee Stratton-Gadke] – no report.

**Sponsorship/fundraising & Treasurer** [Jim Deni]

* Conference sponsorship is currently at $11,500 and waiting on Pearson as final sponsor.
* Scholarship notices can be sent out now and amounts will be provided by Jim to Pam, Chair of scholarship committee.
* MHS will be providing three awards during the poster sessions.

**Webmaster –** [Natasha Segool, Kasee Stratton-Gadke, & Dan Gadke]

 Dan Gadke -

* Registration is up and running.
* 34 registered to general conference (28 members; 6 non-members);
* 1 registered to poster only session.
* Need update on *Junior Faculty Scholarship*s and *Graduate Student Scholarships* for the website. Are these going to happen this year? How do people apply? Only have application instructions up for Outstanding Trainer Award.
	+ [Stacy on behalf of Scholarship Committee] Email to listserv and individuals will then send in applications to Pam.

**Membership –** [Stacy Williams]- no report.

1. **Advisory Board report-** [Cynthia Hazel, Paul Jantz, and Wendy Cochrane]- no report.
2. **Committee reports:**

Strategic Planning Committee: [Gene Cash] – see report above.

Convention Committee: [Gene Cash]

* TSP Registration. Procedures need to be determined, voted on, and included in the Operations Handbook for invited speakers and international participants. **Conference committee will meet to discuss international participants and possible development of an international scholarship application process.**

Research Committee Report: [Ron Palomares]- no report.

Forum Editor: [Paul Jantz]

* A draft of the role of the Editor/Associate Editor(s) for Executive Board consideration/vote/feedback/approval.
	+ Sarah will send this document back out and we will vote in February.
* Editor/Associate Editor(s) roles
* Office 365

Social Justice Task Force [Stacy Williams]-

* Need to compile information from Anisa’s graduate student (list of websites) and information provided by Charles Barnett (NASP Social Justice Task Force)
* Share information with committee members and prep for TSP conference
* RA identifying social justice surveys

Ad hoc Constitution/By Laws Committee: [Gene Cash]

* The operations handbook is in effect. Officers and committee chairs should review existing information or create language. **Deadline: to Gene by the conference date.**

Ad hoc committee on accreditation and approval: [David Hulac]

1. We have a survey ready to get out to the faculty on Faculty Impressions of Program Accreditation.
2. We have Pam Fenning & Natalie POlitikos who will talk to us about changes in the NASP program approval and accreditation process.
3. Tammy Hughes and David Hulac will be making a proposal to the *Forum* for a

special issue on Program accreditation.

School Shortage Committee (proposed new name: **School Psychology Opportunities)** [Andrew Shanock]

* Academic, applicant, and practicioners subgroups are formed. Small group discussions will be provided for each area. More discussion for final plans this coming Thursday.

TSP Early and Mid-Career Faculty Support Network Ad-hoc Committee Established 12/3/2017 **[**Lisa L. Persinger]

**Members:** Sara Golomb, Sarah Valley-Gray, Devadrita Talapatra, Kasee Stratton-Gadke, Adam Lockwood

**Meeting:** 1/5/2018 - attendees, Sarah Valley-Gray, Devadrita Talapatra, Kasee Stratton-Gadke, Adam Lockwood, Lisa Persinger

**Background:** Request from member to create a support network for early and mid-career faculty, particularly women. TSP board discussed request and need to consider support contacts for mentorship and consultation in the areas of service, teaching, and scholarship. Initial ideas proposed included creating a contacts spreadsheet/list through Google Drive that could be accessed by members of TSP through the TSP website. Committee is to establish purpose statement and procedures. The Ad-hoc committee was approved by the board on 12/3/17 with Lisa appointed as chair.

**Proposed Purpose:** The purpose of the TSP Early and Mid-Career Faculty Support Network is to create easily accessible and current contact information for faculty who are interested and willing to provide mentorship and consultation to early and mid-career faculty in the areas of service, administration, teaching, and scholarship.

**Proposed Procedures:**

1. Provide resources to support mentorship relationships.
2. Invite SPTrain listserv members to participate as mentors by completing an online form that will populate the spreadsheet.
	1. Deploy first request/invitation in February 2018.
	2. Follow-up reminder invitation in March 2018. More as needed.
3. Invite SPTrain listserv members to access the populated spreadsheet and make direct contact with potential mentors.
4. Deploy first invitation to access mentor information in March 2018. Establish link to spreadsheet on TSP website  for logged in members in March 2018.
5. Deploy a follow-up survey to SPTrain listserv members who have accessed the populated spreadsheet to find out how they used the contact information and how the contact benefitted them.
	1. Quarterly following deployment based on access list in Google Drive.

**Registration survey for mentoring: pilot with board first**

1. Contact info
2. Role at university (check all that apply):
* clinical,
* prof of practice,
* assistant prof,
* associate, full,
* dept chair,
* associate dean,
* dean,
* program coordinator
1. Areas of mentorship willing to provide (check all that apply):
	* + - teaching,
			- research,
			- service,
			- administration,
			- appointments/promotion/tenure
2. Areas of interest for receiving mentorship support (check all that apply):
	* + - teaching,
			- research,
			- service,
			- administration,
			- appointments/promotion/tenure
3. What degrees does your program offer (check all that apply):
	* + - MA
			- EdS
			- PSYS
			- PhD
			- PSYD
4. What approvals or accreditations does your program hold (check all that apply):
	* + - CAEP,
			- NASP
			- APA,
			- ABAI verified course sequence (BCBA)
5. Research interests (check all that apply):
	* + - quantitative,
			- qualitative,
			- mixed methods,
			- TEXT entry topics
6. Teaching interests (check all that apply):
	* + - applied courses,
			- theory courses,
			- hybrid/blended,
			- online,
			- in person,
			- course design (e.g., book selection, syllabus construction),
			- challenging students,
			- undergrad teaching,
			- developing writing skills
			- TEXT entry
7. Service interests (check all that apply):
	* + - leadership,
			- advising,
			- student mentorship
8. Administration (check all that apply):
	* + - university practicum clinic/lab,
			- internship and practicum coordination,
			- program curriculum and assessment coordination

TSP Scholarship Committee [Pam Fenning]- no report.

1. **Discussion Items**
* CE provider status - Discuss with Conference Committee
* Updates to Operations Handbook
* Ad –hoc Committees (ACA and Technology) - Stacy was on tech committee with Natasha - it was about finding web based program for membership - was done. ACA committee was Cindy and Tammy - was meant to help us understand changes in ACA for school psychologists. **Is this ad hoc committee needed?**
	+ **Committees are no longer needed. Information on these committees will need to be removed from the website.**
* Special Interest Groups (Junior faculty, Consultation, University/Field Trainers) **Paul developed guidelines for interest groups. We should see if those groups are going to complete paperwork - should they still exist or should we close them? Call for new/additional special interest groups. Should perhaps have a person in charge of special interest groups. Volunteers? Is the information in the Operations Handbook?**
	+ **Goals - find guidelines from 2016, find out what groups are doing, formalize the process, and determine whether new groups should be established.**
	+ **Need everyone to review the document that Sarah will provide in email regarding this and Paul will provide support to someone who is interested in chairing this committee. Interest Group: Paul Jantz, Melissa Heath**

**5.** **Advocacy and Collaboration Reports: Representatives are needed**

1. APA-D16: [David Hulac]: Dave will be VP in January.
2. NASP: [Lisa Persinger]: No report.
3. GEC: [Dan Gadke]: NASP database.
4. Future’s Development Team: Future’s Team representative Sam Song? David Hulac reported that the conference is every 10 years.
5. SSSP: [Dan Gadke]: Early Career Forum- No report.
6. CDSPP: [Pam Fenning]: Meeting end of January 2018. Sarah will promote TSP conference while there.
7. ISPA: [Cynthia Hazel]: Conference is in Japan in July 2018.
8. AASP: [Sarah Valley-Gray]- AASP will seek to provide financial support for APA Accredited Internships.
9. **Business Conducted Over Email**

No Report.

Motion to adjourn – Kasee Stratton made a motion to adjourn at 9:19pm. Stacy seconded. Sarah will send out link for Zoom for the next phone call.

**Next Meeting:**

Sunday, February 4, 2018

**Future Meetings:**

Sunday, February 4, 2018 and February 12th in Chicago at **Loyola University. Please plan your travel arrangements accordingly. Pam has the room reserved from 12:00-4:00pm.**

Sunday, March 4, 2018

Sunday, April 8, 2018

Sunday, May 6, 2018

Sunday, June 3, 2018

TSP Board Calendar and Events

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| Month | Activities |
| January | * Board Meeting
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| February | * Board Meeting
* TSP Conference
* President or TSP delegate attends NASP Delegate Assembly (Sat of NASP)
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| March | * Board Meeting
* Review TSP conference feedback
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| April | * Board Meeting
* Appoint TSP conference committee
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| May | * Board member elections
* Officer elections
* Board Meeting
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| June | * Board Meeting (incoming and outgoing board members invited)
* *Forum* published
* Annual report compiled by President
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| July | * Officers installed July 1st
* New board members installed July 1st
* No Board Meeting
* President or TSP delegate attends NASP Delegate Assembly
* Annual report published (sent to membership, posted to website, and submitted to *Forum*)
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| August | * Board Meeting
* Orientation for new board members
* Recruit new board members to conference committee and/or other committees
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| September | * Board Meeting
* Call for Poster Sessions
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| October | * Board Meeting
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| November | * Board Meeting
* Call for Trainer of the Year nominations
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| December | * Board Meeting
* *Forum* published
* Registration opens for TSP Annual Conference
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