**Trainers of School Psychologists (TSP)**

**Executive Board Meeting Minutes**

**Sunday, April 8, 2018**

**TSP Meeting**

**Time: April 8, 2018 8:00 PM Eastern Time (US and Canada)**

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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-Elect  David 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 pm EST.

**First Orders of Business:**

Approval of March, 2018 minutes

Andrew Shanock made a motion to approve the March 2018 minutes and Dan Gadke seconded. Motion passes.

Additions/corrections to the April 2018 agenda.

1. **Executive Board reports:**

**President** –[Sarah Valley-Gray]

* 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. The range of contributions by sister organizations is $15,000, $3,000, $1,500, and $500
  2. Tabled until April 2018 Meeting
  3. Gene Cash make a motion that we pay $500 to Division 16 for 2018, Andrew Shanock seconded. Invoices needed for budget line. Motion passes.
  4. Consider a budget line for donations each year
* Request from Phil Lazarus to distribute complimentary desk copies of his text “Creating Safe and Supportive Schools and Fostering Students’ Mental Health.” Can this be posted on the SPTRAIN?
  + Policies would need to be sent out annually on the listserv as a reminder. The policies can also be placed into the Operations Manual.
  + Natasha Segool is willing to update the policies.
  + Currently, Phil’s request falls into the current policies listed on the TSP website and would allow him to post to the listserv.
    - <https://tsp.wildapricot.org/page-18179> (Policies on the TSP Website currently)

**President Elect** - [Gene Cash] -

* Based on current feedback, we are not yet ready to vote on the Operations Handbook and Strategic Plan. Please have feedback ready by the next meeting for the Strategic Plan.
* President Elect will be the chair of the Conference Committee. Gene Cash is exploring hotel venues near the NASP conference in Atlanta and discussing with NASP Executive Director scheduling for the NASP Tuesday overlap.
* Nominations from Institutional Membership for three representatives and President-Elect and Treasurer.
  + Gene Cash nominates Jim Deni for Treasurer. Seconded by Gadke. No discussion. All in favor.
  + Nomination of Pam Fenning by Gene Cash for President-Elect. Seconded by Gadke. No Discussion. All in favor.

**Past President –** [David Hulac] – No Report.

**Secretary –** [Kasee Stratton-Gadke] – No Report.

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

* The TSP Budget has not been approved as all items were not provided and this budget should then be approved by the budget committee.
* Should link budget to strategic plan to see progress toward our goals.
* Revenue streams are sponsorships ($21,000), projected attendance at TSP conference ($8,250), and institutional membership (approximately $10,000).
* Expenses balance $15,557.72 from 2018 TSP Conference. Check has been made to Loyola for conference expenses.
* Gadke offered to think about job posting and advertising on the TSP website as an additional revenue stream.
* Deni suggested also considering marketing within the *Forum*.

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

* We have taken over TSP Facebook page and are now administrators. Increased membership by 40 since that time.
* We can create a Twitter account to increase access.

**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] –** Updates are provided in documents Gene Cash provided. Thank you to the members who have already responded. Feel free to update with track changes on a Word document and email to Gene. Please plan for feedback to have been provided by our next meeting time.

**Convention Committee:  [Gene Cash]**

* No updates for 2019 Convention. Checking for venues in Atlanta. Georgia State University is approximately a half mile away from the Convention hotel.

**Research Committee Report: [Ron Palomares]-** No reports.

**Forum Editor: [Paul Jantz]**

* Limited submission of articles
* Currently have three accepted journal articles and TSP conference proceedings for the end of May edition. Two additional articles in review.
* We have one proposal for a special issue submitted and ready to give the Guest Editor feedback. We are asking two additional individuals to write a proposal for two different special issues and third person is currently preparing a proposal for consideration of another issue.
* Request to archive material in institutional repository

**Social Justice Task Force [Stacy Williams]-**

Need to follow-up with TSP members that have agreed to work on task force for TSP.

This is more summer project as I attempt to tie up loose ends for the rest of the semester. Three members have agreed to join the task force. I have provided additional information to trainers who have contacted me after the training (i.e., resources and recommendation etc).

**Ad hoc By Laws Committee:** [Gene Cash]

* No changes at this time.

**Ad hoc committee on accreditation and approval: [David Hulac] -** No Report.

**School Shortage Committee (proposed new name: School Psychology Opportunities) [Andrew Shanock]-** Spoke with folks at NASP regarding collaborations. How can we better support programs that are at-risk and support all training programs?

Consider making a map of current programs and radius of areas being served.

Consider Twitter Feed and promotion of programs in this way.

**TSP Early and Mid-Career Faculty Support Network Ad-hoc Committee** [Lisa Persinger]- There are forty-five faculty signed up on the support network spreadsheet. The spreadsheet has been sent (4/8/18) to Dan for the TSP website posting. Supplied operations handbook language to Gene.

**Special Interest Groups [Melissa Heath]**

* Melissa will look at current interest groups and review additional materials and bring ideas to our next meeting.

1. **Discussion Items**

* CE provider status - Discuss with Conference Committee
* International School Psychology Association (ISPA) policy to attend TSP conference.

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

1. APA-D16: [David Hulac]:
2. NASP: [Lisa Persinger]: Language to use for State Associations regarding Shortage (to be coming)
3. GEC: [Dan Gadke]:
4. Future’s Development Team: Future’s Team representative
5. SSSP: [Dan Gadke]: Early Career Forum-
6. CDSPP: [Pam Fenning]:
7. ISPA: [Cynthia Hazel]:
8. AASP: [Gene Cash]-
9. **Business Conducted Over Email**

Motion to adjourn by Gadke at 9:29 pm (EST) and seconded by Stacy Williams. Meeting adjourned.

**Next Meeting:**

Sunday, May 6, 2018

**Future Meetings:**

Sunday, June 3, 2018

TSP Board Calendar and Events

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| Month | Activities |
| January | * Board Meeting |
| February | * Board Meeting * TSP Conference * President or TSP delegate attends NASP Delegate Assembly (Sat of NASP) |
| March | * Board Meeting * Review TSP conference feedback |
| April | * Board Meeting * Appoint TSP conference committee |
| May | * Board member elections * Officer elections * Board Meeting |
| June | * Board Meeting (incoming and outgoing board members invited) * *Forum* published * Annual report compiled by President |
| 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*) |
| August | * Board Meeting * Orientation for new board members * Recruit new board members to conference committee and/or other committees |
| September | * Board Meeting * Call for Poster Sessions |
| October | * Board Meeting |
| November | * Board Meeting * Call for Trainer of the Year nominations |
| December | * Board Meeting * *Forum* published * Registration opens for TSP Annual Conference |