

**Trainers of School Psychologists (TSP)
Executive Board Meeting
Sunday, December 3, 2017
Phone Conference**

TRAINERS OF SCHOOL PSYCHOLOGISTS



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.

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), Stacy Williams (Membership)	

* **Not in attendance**

Call to Order (Sarah Valley-Gray)

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

First Orders of Business:

Approval of November, 2017 minutes

Gene Cash made a motion to approve the November minutes as presented. Andrew Shanock seconded with no discussion. The motion passed with all in favor.

Additions/corrections to the December 2017 agenda.

No additions

Parliamentarian.

1. Executive Board reports:

President –[Sarah Valley-Gray]

- The National Association of School Psychologists (NASP) Graduate Education Committee has requested a representative from TSP for Accreditation. Gene Cash made a motion to approve David Hulac to serve as the TSP representative for Accreditation. Stratton seconded with no discussion to follow. Motion passed unanimously.
- Request from Division 16 from APA for TSP to share a table at NASP. Will people have time to person the exhibit hall? Is this helpful to recruitment? The cost is \$75. Discussion included determining what the focus is for, such as recruitment or of an outreach to students who might be interested in being a member of TSP. Consider having a Doodle Poll to determine if we could find the person power to be present at the table when the exhibit hall is open.
- The School Psychology Specialty Council (SPSC) has requested a TSP representative. Sarah Valley-Gray would like the board to consider nominating Gene Cash. David Hulac has requested to step down from this position. Dan Gadke made the motion to nominate Gene Cash for the position and Pam seconded. No discussion followed. The motion passed unanimously. Gene Cash abstained from the vote.
- Sara Golomb from Valparaiso University reached out to request the development of a support network for early and mid career faculty, particularly for women. This would be consistent with our goals of responding to the shortage of faculty. Might be a good way of recruiting practitioners to faculty positions. We discussed setting up a mentorship program on the short run similar to what NASP does but specific to faculty. Dan Gadke mentioned that something similar for research is done with SSSP Early Career Forum. Natasha mentioned that the website could provide a link to a Google drive spreadsheet available only to membership of TSP. This could connect mentors who could then decide if they wanted to meet at conference. Gene Cash made a motion to establish an ad hoc committee for Mentorship with Lisa Persinger to serve as Chair. Stratton seconded. No further discussion. Motion passed unanimously. Tonya, Kasee, and Sarah volunteered to be a part of the committee. Sarah will reach out to Sara Golomb for next steps.
- TSP Registration. In previous years complimentary registration has been offered to the conference for international participants as well as individuals who present at the conference. Procedures need to be determined, voted on, and included in the Operations Handbook. In addition, confusion has been expressed whether board members pay for conference registration. Natasha reported that ISPA has offered international participants free registration and we need to have discussion with ISPA to determine the exact number available. Discussion included that for presenters, invited speakers shouldn't have to pay and others would need to pay. **Conference committee (Pam, Sarah, and Gene) will meet to discuss international participants and possible development of an international scholarship application process.**
- A discussion of Presidential awards occurred and it was determined that Presidential awards can be given without any specific procedures or criteria.
- Office 365 issue raised by Paul Jantz- Tabled for January
- Reminder that student support is needed for the conference.

President Elect - [Gene Cash]

- Conference committee met on December 3, 2017 at 7:00 pm EST. The early cut-off date for the reduced fee will be January 29, 2018 to allow for food and beverage numbers, etc. Continuing education credits will be available for the morning and afternoon of the conference. Poster session is being modified. There will be 30 posters presented in a

single session, rather than two as in years past. Reception will begin at 5:30 pm and Posters will occur from 6:00-7:30pm. Sponsorship and scholarships are in progress. Loyola has committed student volunteers. **If you have a student who can assist during the conference, please contact Pam or Gene.** Additionally, all students with accepted posters will be asked if they are interested in volunteering with free meals. Conference advertising with a flyer and more information will be coming in the next few weeks.

- Student poster presentations: Previously TSP has offered free poster registration for a member institution student's attendance. If from a non-member institution, the student had to pay a \$10-15 fee. Gene made a motion to offer free registration for the poster only session to any student who volunteers during the day to assist at the conference and/or to any student who presents a poster from a member institution. Students from a non-member institution who are presenting a poster and attending the poster only session will be charged \$15.00. Pam seconded. No discussion. The motion passed unanimously.

Past President – [David Hulac]

No report.

Secretary – [Kasee Stratton-Gadke]

No report.

Sponsorship/fundraising & Treasurer [Jim Deni]

No report.

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

Registration for TSP conference is open.

Membership – [Stacy Williams]

No report.

2. Advisory Board report- [Cynthia Hazel, Paul Jantz, and Wendy Cochrane] No Report.

3. Committee reports:

Strategic Planning Committee: [Gene Cash] –

Discuss setting aside meeting time at conference.

Convention Committee: [Gene Cash]

Discuss conference fees

Research Committee Report: [Ron Palomares]

No report.

Forum Editor: [Paul Jantz]

- November, Fall 2017 issue of the *Trainers' Forum* is now posted on the TSP Webpage.
- Beginning with the next issue of the Trainers' Forum, the following numbering system that other journals use will be put into place: Volume, Number, Month, year. The next journal will be: Vol35_No1_May_2018, followed by

Vol35_No2_November_2018. This will also be reflected on the journal cover as well.

- Additionally, beginning with the next issue, the layout format will change from 7" x 8.5" to 8.5" x 11". That way, when people print an article from the journal it fills the page rather than the attached sample.
- We currently have two accepted articles for the next issue and three under review. When I took over as editor, there were four manuscripts out under review and two were eventually accepted and two were rejected. We have had two new submissions (the ones currently under review). Hopefully we will get some more submissions and the three under review will be accepted manuscripts. When I posted to the SPTRAIN that the new issue was up, I did a soft pitch for submissions.
- Wendy has been communicating with ProQuest and trying to get the indexing issue settled.
- Guidelines for Special Issues: It is hoped that the Guidelines would be entered into the policies and procedures manual. Gene Cash made a motion to accept the guidelines for Special Issues as presented. Lisa Persinger seconded. No discussion. The motion passed unanimously. A call for special issues will be forthcoming.
- A draft of the role of the Editor/Associate Editor(s) for Executive Board consideration/vote/feedback/approval. Again, no template was available—Tabled for January.

Social Justice Task Force [Stacy Williams]- No report.

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

The operations handbook is in effect. We are going to consider adding a couple of things to the handbook. Each officer should look over their section and provide feedback to the committee. If you are a committee chair it would be helpful for you to do the same. If you don't have a section it will be helpful for you to write one and submit it for the operations handbook. It should enable us to function effectively with committee chair changes. **Deadline: to Gene by the conference date.**

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

No Report.

School Shortage Committee (proposed new name: **School Psychology Opportunities**)

[Andrew Shanock]

No Report.

TSP Scholarship Committee [Pam Fenning]

No Report.

4. 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?**

- 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

- i. APA-D16: [David Hulac]: Dave will be VP in January.
- ii. NASP: [Lisa Persinger]: No report at this time.
- iii. GEC: [Dan Gadke]: NASP database.
- iv. Future’s Development Team: [I]- Future’s Team representative Sam Song?
- v. SSSP: [Dan Gadke]: Early Career Forum-
- vi. CDSPP: [Pam Fenning]:
- vii. ISPA: [Cynthia Hazel]: Conference is in Japan in July 2018.
- viii. AASP: [Sarah Valley-Gray]- AASP will seek to provide financial support for APA Accredited Internships.

6. Business Conducted Over Email

No Report.

Motion to adjourn – 9:30 pm EST

Next Meeting:

Sunday, January 7, 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

Month	Activities
January	● Board Meeting
February	● Board Meeting

	<ul style="list-style-type: none"> ● TSP Conference ● President or TSP delegate attends NASP Delegate Assembly (Sat of NASP)
March	<ul style="list-style-type: none"> ● Board Meeting ● Review TSP conference feedback
April	<ul style="list-style-type: none"> ● Board Meeting ● Appoint TSP conference committee
May	<ul style="list-style-type: none"> ● Board member elections ● Officer elections ● Board Meeting
June	<ul style="list-style-type: none"> ● Board Meeting (incoming and outgoing board members invited) ● <i>Forum</i> published ● Annual report compiled by President
July	<ul style="list-style-type: none"> ● 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 <i>Forum</i>)
August	<ul style="list-style-type: none"> ● Board Meeting ● Orientation for new board members ● Recruit new board members to conference committee and/or other committees
September	<ul style="list-style-type: none"> ● Board Meeting ● Call for Poster Sessions
October	<ul style="list-style-type: none"> ● Board Meeting
November	<ul style="list-style-type: none"> ● Board Meeting ● Call for Trainer of the Year nominations
December	<ul style="list-style-type: none"> ● Board Meeting ● <i>Forum</i> published ● Registration opens for TSP Annual Conference