**Trainers of School Psychologists (TSP)**

**Executive Board Meeting Minutes**

**Monday, February 25, 2019**

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| **Term** | **Executive Board Members**  |
| 2018-2019 | Gene Cash, President |
| 2018-2019 | Pam Fenning, President-ElectSarah Valley-Gray, Past-President Jim Deni, Treasurer |
| 2017-2020 | Kasee Stratton-Gadke, Secretary |
| 2018-2021 | Devadrita Talapatra, Stacy Williams\*, Sissy Hatzichristou  |
| 2016-2019 | Andrew Shanock, Pam Fenning, Melissa Allen Heath |
| 2017-2020 Dan Gadke, Ron Palomares\*, Lisa Persinger |
| **Advisory Board:** (Past presidents) David Hulac\*, Paul Jantz\*, Wendy Cochrane |
| **Committee Chairs:**Kasee Stratton-Gadke, Dan Gadke (Webmasters); Stacy Williams (Membership; Social Justice), Ron Palomares (Research) Andrew Shanock (School Psychology Opportunities), Paul Jantz (Forum Editor), David Hulac (Accreditation), Lisa Persinger (Early and Mid-career), Melissa Heath (Awards; Special Interest Groups) |

**\* Not in attendance**

**Call to Order (Gene Cash)**

**First Order of Business:**

Approval of January, 2019 minutes.

Andrew Shanock made a motion to approve the January 2019 minutes. Seconded by Lisa Persinger with no discussion. All in favor.

1. **Executive Board reports:**

**President** – [Gene Cash]

* Welcome.
* Budget planning process. Goals to communicate and connect to the strategic plan. Strategic plan to be brought before the board for a vote at the February meeting.
* Met with several board members to complete annual conference planning.
* Please continue to provide feedback regarding the Operations Handbook.
* Powerpoint slides from each board member for the conference. It would be great to place a photo of yourself on the slide.
* APA Master’s in Psychology [Tammy Hughes]
	+ APA is developing masters training curriculum in health service psychology and credentialing for the first time ever. Next step was how to do this, Tammi was on this task force. Next step, what are the standards and what will be credentials look like and all of the extra detail.
	+ We wrote in TSP as one of the constituent groups for feedback to APA ongoing about masters issues, but could have representation on the commission.
	+ Commission on Accreditation is a separate entity and has a special status that keeps decisions separate from APA. This matters because NASP does not have a similar accreditation relationship with it’s relationship board. NASP will be an accrediting agency and will have a seat at this table (accreditation). TSP will sit on the advisory area for interested groups.
	+ APA will develop its own standards: NASP and MPCAT (masters in counseling credentialing approval board). APA is looking to work collaboratively with them so there would be a reciprocal accreditation process--this is to be determined in the future.
	+ US Department of Education wants there to be a separate influence and NASP doesn't’ have this as clean as APA has it.
	+ What is TSP’s part and how do we want to contribute? How do we want to have our conversation with NASP?
	+ Document on SPTRAIN: any program will work as long as it meets competency (not degree, name, etc.).
		- What will work for embedded for masters programs in EdS program will likely work for this.
		- It will be rare that School Psychology programs have a stand alone master’s program.
	+ COA will determine the standards. We will want to make sure we have representation here. We have a leadership opportunity here.
	+ Masters program should be the building block to the PhD program; specialist is everything school and not health service psychology (special education, legal issues, etc).
	+ What are next steps for TSP Board?
		- Ask Cathi Grus this!
			* Ask about the number of representatives we should have
		- Will likely be an independent practice credential
		- Consider coordinating with CDSPP on streamlining accreditation process
		- A possible challenge will be that the students meet competency at masters and again at doctoral check point
	+ At 2:38 pm Cathi Grus joined us for an update:
		- APA accreditation of masters program in clinical, school, and counseling psychologists: 92% of our membership voted in favor of this!
		- Board of Educational Affairs convened a Task Force to develop a Blue Print for the foundation of Accreditation (Tammi and Celeste)
			* Monthly meetings and face to face meetings on the Blue Print
			* Effort to reach out to key stakeholders to educate task force and potential concerns, such as NASP (look for ways to not make it a burden on training programs)
			* Blue Print is the structure for accreditation--not the standards. Three key things:
				+ 1) scope of accreditation (which programs will be eligible vs not--clinical, counseling, and school was known and APA via programs outside of the U.S.; two policy documents for programs in Canada)
				+ 2) Need different expertise than what is on the commission. Start with 8 additional categories that would be on accreditation review panels. There is a recommendation that stakeholders and training councils that have membership and expertise sit on the panel.
				+ 3) Where should this exist within APA? APA feels strongly that you need to be recognized by external entity--needed to be expansion on current and additional commissioners and staff members and technological resources to make sure we build up an accreditation system that will be functional.
			* Blue Print was received and reviewed.
			* Next steps:
				+ Expanding current CoA. Commitment from Chief Officers to make this happen and putting together a business plan to make this happen and move forward. Buy in for dollars moving forward.
				+ CoA policy meeting was briefed on the progress made so far. Internal conversation on developing these standards and public comment will be similar to doctoral standards before they get to final approval phase.
				+ Relationship between practice and education and what are the competencies that will be reflected in the standards. This will be another task force in March regarding competencies we are preparing students to utilize in practice. Joint dialogue between Boards of Educational and Professional Affairs.
		- What does this mean for NASP programs?
			* Recommendation that APA should look for ways to create efficiency for those approved. Cannot grandfather in, but could create some efficiency. Not far enough down this pathway, yet.
			* Clear recommendation that for programs with approved doctoral program that if they chose to have a masters APA accreditation and make this process more streamlined with programs coming up for site visits to avoid two site visits, etc.
		- Commission acts as a full commission; may add additional commissioners and maintain current model; have ways to be more efficient--internships/post-doc group, divide up, etc.; this will be a decision of the Commission.
		- Looking at what is common between clinical, counseling, and school--accreditation will look at the foundations between the three.
		- Impact on model licensure act?
		- ASPBB: already has provisions for masters level and policies are already inline.
		- Masters level: terminal master's program or a program on the way (integrated program with doctoral program), still needs to follow the standards.
		- Timeline: perhaps a couple years, working to be as efficient as possible. Commission approving the standards will take the longest, given the timeline for public comment.
		- How can TSP be of support?
			* Comment on the standards when they do come out
			* Call for nominations for the Task Force to look out for this and join.
* Wild Apricot additional fee?
	+ Jim Deni will ask some direct questions regarding depositing and making this switch.

**Past-President** - [Sarah Valley-Gray] –

* Conference planning and updates were provided on planning for CE.
* A big thank you to Sarah organizing this!

**Secretary –** [Kasee Stratton-Gadke] –

* TSP Conference: 158 Registered as of today
* TSP Suite Sign Up/Directions:
	+ <https://docs.google.com/document/d/1WUIHi-F-DUjd_FggRqsHFvZwaeVf3CWUSgZbAgsamBY/edit?usp=sharing>
* Mission statement?

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

* Fundraising:
	+ Pearson $6,000
	+ WPS $3,000
	+ PAR $5,000
	+ MHS $2,500
	+ Riverside Assessments $3,500
* The following are estimates for the year with a total revenue $55,685.00 and total expenses is $53,914.00.
* Consider having a Board Budget that we would vote on in December of each year. Gene Cash suggested a small group comes together to look at the budget of years past. Jim stated this would be the budget committee, then send to the executive committee for the whole board. Gene will work with the budget committee to generate these details and place them into the operations handbook (including two signatories). Perhaps consider a September meeting to discuss and approve budgets.
* Sissy wondered if we could consider having an affiliate membership for international programs. Maybe at a reduced cost. This may be considered as a proposal under New Business.
* Lisa reported that in the future consider a board orientation to the roles and budget related to those roles. Consideration of transferring all materials to a Gsuite for Google Drive or a TSP Dropbox Folder.

**Webmasters –** [Kasee Stratton-Gadke, & Dan Gadke] -

* Updated all slide presentations for the TSP conference
* Update web URL to be a more official web address without the “Wild Apricot” addition to the URL.
* Pictures needed from conference--Melissa will take photos and provide for the website
* Membership additions in the last month- 10 new
* Add to the website the number of institutions that we are representing. Consider making a quarterly report for membership on SPTRAIN thanking our members and list each.
* Conference data
	+ 2017: 157 attendees
	+ 2018: 126 attendees
	+ 2019: 165 pre-registration - not including on site registration

**Membership –** [Stacy Williams]-

* 10 new members were added in the last month.
* Last year we had far above (683 members; 129 institutions), 2016-2017 (591 members; 127 institutions), so far this year 569 active members, 125 institutions. Number of members does not necessarily mean outcomes for conference attendance.

**Advisory Board report-** [David Hulac, Paul Jantz, and Wendy Cochrane] -

* No members present today.

**Committee reports:**

**Strategic Planning Committee:** [Gene Cash] –

**Conference Committee:** [Sarah Valley-Gray] -

* Trial year to see if we could make it work holding a conference in the hotel. Have done a fantastic job filling the room block. Consider timing with NASP conference for next year--include on evaluation.

**Research Committee:** [Ron Palomares] - Not present.

**Trainers’ Forum:** [Paul Jantz]- Not present.

**Social Justice Task Force** [Stacy Williams] -Not Present

**Ad hoc Bylaws Committee:** [Gene Cash] -

**Ad hoc Committee on Accreditation and Approval:** [David Hulac] - Not Present.

**School Psychology Opportunities Committee:** [Andrew Shanock & Devadrita Talapatra] -

* Focus on recruitment and retention, each faculty member usually takes on a different role and is not well formalized.
* Create an “I don’t know” campaign:
	+ Do a webcast, podcast, or blogs for interaction. Consider a blog then do a follow-up meeting after and record virtual meeting.
	+ Resource for members
	+ Ideas: mentorship, statistics, recruitment for students, retention for students and faculty--goal to demystify academia, school psychology in general.
* Friday afternoon meeting during NASP with a focus on the shortage.

**Ad hoc Committee on Early and Mid-Career Faculty Support:** [Lisa Persinger] -

* We have 52 people registered for mentorship activities (mentors and mentees)
* Survey done in January 2019:
	+ 11 responses; 8 people had accessed the mentor list
	+ 1 person had been contacted by a potential mentee for research
	+ No respondents had contacted someone to seek mentorship
	+ Suggested TSP make the connections: “Despite the clear willingness for others to mentor, I still hesitate to reach out to a possible mentor. It would be great if TSP could support a push to 'match' with someone.”
* 39 faculty were matched this month. 16 mentors, 23 mentees
* Still working on matching: Teaching, Service, Research, Minority Experiences in Academia; Administration; Appointments/Tenure/Promotion
* Wednesday morning 8:00-10:00 AM Mentorship Networking Session TSP Suite

**Special Interest Groups Committee:** [Melissa Heath] –

* Melissa is meeting up with one position interest group potential
* Has cleaned up the paperwork regarding what a special interest group is, how to develop one, and how to facilitate it.
* Melissa will share paperwork for upcoming meetings.

**Awards Committee:** [Melissa Heath] –

* 6 students and 5 faculty for awards
* Melissa will share at next meeting a proposed rubric for the future.
* Consider changes to Outstanding Trainer of the Year for next meeting. Melissa will present at next meeting and prepare recommendations for the Board regarding revisions moving forward. Perhaps consider teaching, research, service and the Board make nominations that are anonymous.

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

1. APA-D16: [David Hulac]:
2. NASP: [Lisa Persinger]:
3. GEC: [Dan Gadke]:
4. Future’s Development Team: [Jim Deni]:
5. SSSP: [Dan Gadke]:
6. CDSPP: [Pam Fenning]:
7. ISPA: [Sissy Hatzichristou]:
8. AASP: [Gene Cash]-
9. SPSC: [Sarah Valley-Gray]
10. SPLR: [Gene Cash]

**Business Conducted Over Email-** TSP Response to Hate [Pam Fenning]

* Thursday discussion at TSP Suite--informal conversation regarding the response to hate.

**New Business –** Finalize and adopt Strategic Plan. Develop Finance Workgroup, budget planning, and investment process. Consider affiliate tier status.

* Sissy updated the Board regarding ISPA and a survey on incorporating international curriculum. Infusing international papers and international handbook in consultation and working on school psychology textbook in a global context. Most common in European countries to incorporate, but less common in the U.S. Counseling psychology has increased their efforts in this area, leaving school psychology behind. Think of a flexible way to add to website a TSP and ISPA shared resources.

Sarah Valley-Gray made a motion to approve the Strategic Plan as presented and Daniel Gadke seconded. In discussion, Lisa Persinger suggested in the future we consider working toward including masters level programming and revise as necessary in the future. All in favor of approving the strategic plan.

**Future Meetings:** Next meeting **–**

Motion by Andrew Shanock to adjourn and Gadke seconded to adjourn. All in favor.

**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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