**Trainers of School Psychologists (TSP)**

**Executive Board Meeting Minutes**

**Sunday, April 14, 2019**

**7:00pm (EST)**

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| **Term** | **Executive Board Members**  |
| 2018-2019 | Gene Cash, President |
| 2018-20192018-2020 | Pam Fenning, President-ElectSarah Valley-Gray, Past-President Jim Deni, Treasurer |
| 2017-2019 | 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)**

Meeting was called to order at 7:01pm (EST). A quorum was present.

**First Order of Business:**

Approval of February 2019 minutes.

1. **Executive Board reports:**

**President** – [Gene Cash]

* Welcome.
* The TSP Conference in Atlanta was awesome! Thanks to everyone for helping to make it a great success.
* Budget planning process. Goals to communicate financial needs to the treasurer and to connect budgetary requests to the TSP Strategic Plan.
* Met with several board members before this meeting to begin annual conference planning for 2020.
* Please continue to provide feedback regarding the Operations Handbook.
* APA Master’s in Psychology planning and TSP’s role
	+ Representative to the planning committee/workforce that will develop the proposal for the Standards and then to be presented on the Commission on Accreditation.
* Wild Apricot additional fee???
	+ Funds for using an outside third-party will cost us 20%; previously we had used PayPal because Wild Apricot didn’t have funding previously.
	+ Continue to move forward with conversion to Wild Apricot rather than PayPal for collection of funds.

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

* Sending weekly requests via the SPTRAIN for nominations to the board. Please encourage your colleagues across the country to run!
* Elections for this year include President-Elect and Secretary
* Nominated Kasee Stratton-Gadke for the position of president-elect and Lisa Persinger for secretary. Dan Gadke nominated Andrew Shanock for secretary. Brief bios and Statements of Interest will be needed from all candidates as there will be a formal vote by the membership. Please provide these to Sarah.
* Gene Cash made a motion to make a nomination to vote for Kasee Stratton-Gadke for president-elect and Andrew Shanock and Lisa Persinger for secretary. All three nominations will be placed on the ballot. All voted in favor.

**Secretary –** [Kasee Stratton-Gadke] – Approval of minutes

* Andrew Shanock made a motion to accept the February 2019 Meeting Minutes. Gadke seconded. No discussion or corrections. All in favor.

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

* Revenue Stream 2018-2019
	+ $20,000 in Sponsorship for the 2019 Conference
	+ $9,460 in registration fees (early and late)
	+ $26,205 in membership funds

$53,192.65 Cost for Events at the Hilton Atlanta + approximately $300 in board/badges/etc.

WPS very pleased with the poster session and poster awards.

* Recently paid $250 for School Psychology Council Dues
* Approximately $40,000 in the bank
* Andrew encouraged the Board to place down the procedures for setting up the bank account and ensuring two members are on the account.
* Sarah asked about investment opportunities with the remaining funds. Gene will put together a budget committee and they will meet this summer.
* If you have budget requests, please get these to Jim.
* Budget cycle goes July 1-June 30.

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

* Need to place up pictures from Melissa on the website.
* Award winners will be placed up very soon.
* Consider posting up SPTRAIN policies and notice on the website.

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

* Any ideas on how to increase membership please contact Stacy and Gene.

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

**Committee reports:**

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

* Passed the Strategic Plan at the February 2019 meeting. Please add to the website. The plan can be modified by the Executive Board at any time. If you have ideas for improving the plan, please let me know.

**Conference Committee:** [Pam Fenning] -

* Thank you to Melissa and Andrew for the work with the Awards Committee, and to Melissa for filming and taking photos throughout the conference.
* Conference planning for 2020 has begun. Looking at hotels near Baltimore Convention Center and will check into NASP official locations.
	+ Topic ideas have includes mental health, role as providers of mental health, self-care, supervision, shortage conversation, ethics, suicide prevention, etc.
	+ Organizing a call in the next month with NASP (Lisa Kelly-Vance & Megan)
	+ Overall feedback positive with teaching, social justice, and administrative/accreditation strands. Possible discussion of a research strand (single subject design).
	+ TSP Swag consideration (Lisa Persinger will investigate some possible ideas and share)

**Research Committee:** [Ron Palomares] -

* One application for the Spring semester received approval (have not yet posted this).
* A listserv policy exists and this should be sent out on the listserv every few months.

**Trainers’ Forum:** [Paul Jantz]-

* Please encourage colleagues to submit articles to the Trainers’ Forum.
* Melissa suggested that awardees should submit posters to TF.
* Gadke seconded this idea and reported that a possible TF special issue from the conference and consider full submission from poster presentations.

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

* Not on the call.

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

* If you have suggestions for changes, send to Gene.

**Ad hoc Committee on Accreditation and Approval:** [David Hulac] –

* TSP response to NASP Standards
	+ Public Comment closes on May 10, 2019
	+ Encourage placing this on the listserv. Commenting on the practice model and graduate preparation standards. Weekly may need to place on the listserv. Consider to post both positive and negative comments.
	+ As a Board we have the potential to respond to particular issues based on motions brought forward. We can do this via email/emergency meeting by a majority of the executive board.
	+ David would like to make a suggestion that members of the Board send David their thoughts on the Standards and send these to the Board for a vote to represent the TSP executive board. David is also willing, at the pleasure of the Board, to send out to Trainers to comment and graduate students, to begin discussion.
	+ Two prong approach:
		- 1) recommendation to look at the drafts of the Standards.
		- 2) Collect comments from the Board and to bring forward for a vote by the Board.
* Special Issue on Accreditation in January

**School Psychology Opportunities Committee:** [Andrew Shanock] –

* Andrew, Tanya, and Dan have discussed the series titled “I don’t know.” considering various formats (webinars, website, etc). Thinking about first topic to place out there hoping it could grab big attention and expertise. Could be used as a revenue stream and place behind a wall on the website.
* Conference call about school psychologist shortage.

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

* The Early and Mid-Career time in the suite was good. More advanced notice is needed in the future. 2 mentors showed up and 4-5 mentees. Other pairings occurred throughout the conference.

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

* Met with one person about special interest and research interest. Found it was hard to meet up with folks at NASP for development of this.
* Consider development of a survey
* Melissa would like to look into getting a room and time at NASP Convention

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

* Revising the Junior Faculty and graduate student award evaluation criteria and scoring. Check your email.
* Consider having a special edition in TF from awardees and posters
* Early Career-earlier get more points? Graduate Students, older--more points?
* Previously had TSP and NASP presentations; consider not having NASP on the rubric.
* Authorship order with students ahead--points for this and not ranked lower because they are not first authors.
* Trainers Award- consider not taking submissions; carry over other applications; more than one award; or Board makes the nomination; or strands (teaching, research, etc.).

**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/Sarah Valley-Gray]:
7. ISPA: [Sissy Hatzichristou]: Call for Presentations for ISPA have went out.
8. AASP: [Gene Cash]: Combining with ABSP
9. SPSC: [Sarah Valley-Gray]: Will be meeting at APA
10. SPLR: [Gene Cash]: Had a meeting at NASP. Definitions for School Psych Speciality and how we will derive those. Discussion of shortage.
11. APA Master’s Representative [ ]- [I'm (Tanya) happy to serve in this role if needed. I'm on the NASP taskforce reviewing this topic. I would love to be co-reps if that's an option!]
12. **Business Conducted Over Email-** TSP Response to Hate [Pam Fenning] was previously approved.
* A few folks met at the TSP suite regarding what school psychology do around the response to hate. What are programs doing in the curriculum regarding hate or hate speech; development of survey; spoke with Ron regarding approval for posting.
1. **New Business –**
* Develop Finance Workgroup
	+ Budget planning and investment process
	+ Currently includes Officers of TSP

**Future Meetings:** Next meeting **– Doodle Poll to Follow**

**Adjourn:** 8:48 pm (EST)

**TSP Board Calendar and Events**

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| Month | Activities |
| January | * Board Meeting
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| February | * Board Meeting
* TSP Conference
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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 | * 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 | * Officers installed September 1
* New board members installed September 1 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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