

**ACSA Region 16
Executive Board Meeting
Minutes
August 21, 2014**

The meeting came to order at 5:53 p.m.

Minutes were reviewed. Add the response to question #13 that ACSA will pay for a double room if you want your own room you pay for yourself.

Robert Kladifko made a motion to approve the minutes with corrections John Ford second. No discussion. All approved. No abstentions.

Treasurer's Report

Nellie Barrientos presented the July and August Report.

As a result of discussion in August, there is no budget. The Budget Committee has to meet to put the budget together. Nellie presented the report of what was spent as of today which were for the: Retreat, Printing and the Dodger tickets for the ACSA Night at the Dodgers.

- To Date we have:
 - Money Market \$24, 881.99
 - Checking: \$3,875.56
- Based on State Allocation
- The income does not show.
- The deposits are not in.

Angel Barrett: We want to see the income reflected. We don't have income statement.

Nellie: We'll add those to our report.

Victor presented the Committees on the reverse side of agenda and asked for a motion.

Robert Kladifko made a motion to accept the Treasurer's Report, Renee Fuentes-Campa second the motion. There was no discussion. All approved.

ACSA-R Report

Bob Weinberg had a discussion with the ACSA-R Executive Board and they are already working as Mentors in private organizations, the county or LA.

The ACSA-R Executive Board was in favor of setting up a Mentorship for sitting administrators.

They also said that it would be something very good for our newer members to join ACSA. This would be another incentive to join ACSA.

They liked the idea of Talent Management.

Sort of like the Buddy system.

The Board was very positive and likely to be involved with that. About 18 people were interested. If we open it up to more people in ACSA we could develop in the work.

Angel: Cost to non-member and free to members?

Robert: Talent Management has already allocated Coaches to new principals. Robert is one of the coaches.

Coaches are required to go through the 3 day ACSA training.

Today Robert visited two new principals, he was very impressed. He cautions that there is a skill that you have to have when you coach and it's like this: listen, rather than telling.

Robert: I think we need to be aware of that because we want to do the right thing when it comes to coaching. That's a very good task however one of my principals said, a lot of people asked if they could be a Mentor.

Renee: 1st year principals need it.

Scott Schmerelson: Does this conflict with what exists? It could be a gap-filler.

Renee: Some said they didn't need it.

Robert: There have been changes for the Tier 2 program. Those that are in the new program in LANALP will get their Tier 2 credential.

Victor: there is room for discussion. Made a motion to form a committee to form a mentor committee

Barbara Friedrich made a motion to form a Mentor Committee. Lisa Regan second. All approved.

Victor would like to ask Bob Weinberg and Robert Kladifko to chair the committee for Mentorship.

Legislative Update

Madeline Latham-Wilson reported that the committee interviewed candidates. She presented each Senate District and Assembly District candidate:

SD 26 Ben Allen and Sandra Fluke

Ben Allen: submitted a written response and conducted a face to face interview. He is currently a Santa Monica Board Member. He is a few points ahead in the poll and has good relationship with Superintendent Lyons. He is our recommendation.

Sandra Fluke: submitted a written response and participated in the interview. She was articulate and knowledgeable but not our choice. Her examples showed a bias against management.

We agreed that Ben Allen would be recommended.

Debra Hirsch made a motion to recommend a friendly endorsement for Ben Allen. Bob second the motion. All in favor.

AD 53 Miguel Santiago and Sandra Mendoza

Miguel Santiago: submitted written responses and participated in interview. He is currently on the Community College Board, has educational budget experience and is knowledgeable about educational issues. He is a serious self-promoter. Was an aide to John Perez. He is our recommendation for endorsement.

Sandra Mendoza: has not yet submitted a written response and did not attend the interview as scheduled. Not our recommendation.

Renee made a motion to accept the recommendation Bob second the motion. All were in favor of giving Miguel Santiago a friendly endorsement. All agreed.

SD 20 Connie Leyva and Matthew Munson

No recommendation for this office.

Connie Leyva: Did not submit responses to questionnaire. She is anti-charter unless we convince her otherwise. Pro-preschool. Believes the state should take the lead regarding STRS issues. She is a union negotiator, knows how to make tough decisions, not very knowledgeable about any educational issues.

Matthew Munson completed the questionnaire, but declined an interview. His platform is not aligned to ACSA goals.

Bob made a motion to not recommend a friendly endorsement to either candidate. Randy second the motion. All were in favor

AD 64-Michael Gipson and Prophet Walker

Michael Gipson: Submitted a written response but declined to interview.

Prophet Walker Did not submit a written response and did not interview

Barbara made a motion to not recommend a friendly endorsement in AD 64. Randy second the motion.

Victor: We need to decide if we want to recommend financial endorsements to the ones we recommend. We don't decide.

Bob made a motion to recommend financial endorsements to candidates we recommend for a friendly endorsement. John second the motion.

John: There might be other regions who want to support the ones we interviewed.

Debra: If we are going to suggest to fund, Luminfeld has supported our schools and goals.

Barbara: Depending on State ACSA, a contest that is very close if there is x dollars that we focus those dollars to those candidates. Debany is in a close race. Luminfield is not ours he's in another region but we can do advisory

Angel: Bocanegra to support EL's we did a friendly endorsement at retreat.

Ben Alleck is close but let Region 14 make a vote. His opponent was a No. This one was not bad

We knew very little about this. And he did not know about things happening in LA.

Lisa: All the Democratic clubs have endorsed Ben Alleck. Palisades, Santa Monica, Stonewall multiple have endorsed him.

Madeline: If Region 14 supports, can we support Allen?

What did people think about Bazirian or Bloom, Sawyer or Hernandez? Most on early endorsement are sitting.

Victor: Madeline, a couple of comments. Mazierian he was rude on legislative action day.

Robert: Check with the government relations department in ACSA.

Victor: Since we endorsed them, let's endorse financially and let government relations also endorse.

Edward: Madeline, I want to have that information so I can talk about it at the meeting.

Madeline: With Nazarian the only concern is that the staff was rude to us.

Lisa: Nazarian is endorsed by CTC and many other organizations representing educators.

Barbara: We are on agreement to leave financial to state and we'll send endorsement.

Add Hertzberg

Call for the vote: Madeline ACSA Government make contributions as they deem appropriate to the friendly endorsement.

Policies and Procedures: Scott Schmerelson and Frances Baez

Angel: Awards, elections, I have a motion for procedures so that all mailings go to the right people that includes roles and responsibilities. That was the source of concern this week.

Barbara: The roles have been muddled and we need to redefine our roles

We need to make sure that we know what our position is and what are responsibilities are.

Scott: We want to review the Minutes to extract what has been approved to include it in the Policies and Procedures.

Barbara: There is nowhere that it shows that we establish quorum.

Conference attendance has to be included.

Are we talking about monetary issues? That has to go into Policies and Procedures

Quorum should go into bylaws.

A Policies and Procedures Committee was formed. Angel, Mimi, and Barbara are part of the committee.

Vice President of Programming Report

Lisa Regan: We are going to own our section with 75 people. Dr. Delling bought tattoos that say ACSA Territory.

Thank you to all of you.

I want to announce locations:

Next meeting is the Rep Council meeting and we confirmed Tam O'Shanter the meeting after is Taix Restaurant.

The Banquet has been confirmed with Casa Italiana the rest of the locations can't be booked until December.

Thanks to Scott.

Barbara-Is the Proud Bird too expensive?

Scott: How much is the Proud Bird for the Membership Social? There is no cost for the room but it's \$29.00/person who shows up for Hors d'oeuvre and 16 pieces total for person. If we use their wine it's \$22.00/bottle.

75 people

At the Social is where you get sponsors.

\$3,775.00 for 75 people

Bob do you remember the CSUN cost?

Barbara remembers under \$1,000.00.

Lisa: Fall was inexpensive with a 500 donation and under \$1,000.00 we had a better turnout at CSUN.

Lisa presented a Request for Proposal to recruit sponsors and offset the cost for the way we do business.

Other organizations have established levels. Others use academic terms. A committee worked with me from ACSA who have come to all social events.

We can get a sole sponsor for that event. We can also recruit multiple levels. Distributed a draft and requested input. We have Sponsors who will do that.

Brian: The CSUN one we should be loyal to that sponsor.

Randy: State ACSA has done this successfully. If you have time, ask State ACSA to help Region 16.

Lisa: If we did this, there was a concern raised that perhaps we need to do more professional development, we can do additional events as well.

Barbara: We can say that we have changed our sponsorship and offer AXA to see where they fall.

Randy: This was an agenda item with State ACSA. They will pay expenses of the family and offer a \$1,000.00 scholarship.

Lisa: This can be used for Professional Development. We can offer scholarship to attend and also for events.

Randy: If AXA wants to be a Sponsor they need to be able to compete.

Edward: We have to think about which company is sponsoring us. I don't know the criteria.

Lisa: The concern was that two Credit Unions were at the Banquet. It's ok if there are two financial services with a bank.

Lisa: Once I get feedback from Tasha, can I solicit Sponsors for the Fall Social? I can send it in PDF and forward to contacts.

Brian: AALA talks about financial people not allowed to come on campus , so if we use this, it can help us get financial institutions to our meetings.

Lisa: Give feedback and return it

Membership-Brian Sida

Maybe we can form a membership committee with people interested in being involved in ACSA. Set up a meeting and come up with a plan and get Sponsors for presenting at ESC's to recruit Coordinators. Give away Starbucks and have a competition for getting members. Infomercial on Facebook .

Valencia Blue made a motion to approve \$400 to hold a Start Up meeting for recruitment. Madeline second the motion.

Randy was at Banning and convinced 3 people and ask them to join ACSA,

Barbara: Where is the LAUSD membership form?

Victor: We can check if the form is on our web site.

Randy talked about how he recruited members from Banning.

Scott: Go to the State web site.

Victor: Check the Region 16 web site and we'll send out an email with a link to a new form.

Barbara: In the past we had to make sure we had the LAUSD form.

Lisa: What happened to our liason?

All in favor. The motion passed.

Victor: Our new membership person Charlene Lemmons replaced John White and she is coming up from Northern San Diego area. They could not find anyone locally for the position. She was at Deasy's meeting and was receiving applications.

Barbara: You all had meetings after Deasy but Elementary does not. Give her a memo with all the dates of the meetings.

President Elect Report: Barbara Friedrich

Barbara: No report. Those who want to be in the Awards committee let me know. The first awards committee meeting is in early October.

We have to make sure we have everything for State ACSA. The first week of December we need decisions made. I will send out dates and information.

Madeline raised a concern about the process we use to ensure that our candidates are fully qualified for the recognition.

Barbara: are we vetting people to make sure that there is no issue with our nominees.

Angel: They need to exhibit the kind of leadership we are proud of.

Debra: My point is that we have a huge district with many groups and our committee is more representative like Adult Education. We have to make sure the committee is diverse.

Barbara: We are aware of need to reach out to more of these people. One of the things we thought of has been to try to have a Representative from every area. I might nominate someone. If I'm nominating I will fill out the form.

The Committee makes sure that each one of the areas is represented and that we get something out to the Options and Continuation.

Nelly: I don't see who the members area for the Awards Committee. Victor has given me some names for the committee.

Renee wants to be added to the Awards Committee.

Nelly: You should make the Banquet logistics separate from the awards.

Barbara: We'll divide the jobs up. I'll work on the awards and you do the rest.

Lisa: Question. In my office we do scholarships when we reimburse them, we get Staff Relations to screen them. Is that something we can do? If we ask Staff Relations to screen. We ask if there is a reason not to move a person forward.

Madeline: No, it's confidential.

Madeline: What does State ACSA do?

Randy: There is no way to prevent it.

Madeline: What does State do?

Barbara: Wess is working on that.

Ed: ask each president of each organization to accept nominations.

Scott: ACSA needs diversity. We need to make sure it's diverse.

Madeline: If we can get nominations throughout the district that would be great.

Victor: We also have COBA, CMA, we open it to organizations.

Barbara: Our District is very diverse and we should have representation from all the organizations.

Ed: Does she *do Every Child Succeeding* also? Do we get applicants for that? We noticed they were both from Charter Schools.

Barbara: We can focus on high school principals and see what great scholarship, we'll have more nominees.

Executive Director Report:

All meetings lined are up. I've asked Judy Peres how to get on agendas on mandated meetings. I've asked to follow Judy.

Ed: At the mandated meetings we are given zero minutes at almost every meeting.

Barbara: At EPO Judy and Jack spoke at break.

State Board Member Report: Ed Trimmis

Ed Trimmis: No report. Another meeting is coming up to LA in October.

Conferences are in high gear.

There was discussion about delegate assembly to make sure its serving our members.

Randy did you get the survey on delegate assembly?

Randy: People got the survey of delegate assembly. Fill it out. It's a long survey but fill it out. Question is whether these structures are viable? And we need to answer that.

Rich discussion on how delegates should vote.

Ed: The goal is to figure out how to get information out in a better way.

State President Report-Randy Delling:

We are interviewing for constitutional offices. In Sacramento last year on GR lots of support for changing the savings cap that won't stand a cap because it could put the district out of business with one student.

There is new legislation coming down in response to Vergara. There are a lot of people that want to make a change.

I'm meeting members from different Regions. It's fun to be president.

There is a Leadership Summit in November, we have a surprise. We have a band and Friday night is a dance and a band for State ceremonies.

New Business

Angel: presented two motions, one is on the definition of the quorum and the next is the official membership list of the Executive board.

Angel made Motion #1 By July 1 of each year, the region secretary shall create an official membership list of Executive Committee members. This list shall be used for all mailings and notifications to the executive board. The Executive Board shall consist of the following: President, President-Elect, Immediate Past President, Secretary, Treasurer, VP Legislation, VP Programming, seven (7) Directors, a Membership Chairperson, and Region XVI members of the ACSA State Delegate Assembly including the

Region XVI representative to the State Board of Directors, State Committee Chairpersons, Region Past-Presidents and others appointed by the president.

Randy second the motion.

Discussion:

Barbara: this is also related to the Banquet. I left new Directors out of the program. We elected new people later on. The list would be updated. The list doesn't seem to be updated.

Angel: I would take a friendly amendment that it be updated.

Barbara: You need both lists at the Banquet: outgoing and incoming.

Victor: updated as needed to add as a friendly amendment

Randy second. Discussion on amendment:

Lisa: I have a question about Past Presidents wishing to be removed or we can't contact them. What do we do?

We have a lot of returned Emails and we haven't rectified that part and I don't know if need to add something about tht.

Victor: I see what you're getting at. The inclusion of Past Presidents. Can you connect the dots to the amendment?

Lisa: does there need to be language about what Past President and if we can't reach them.

Bob: Opted in after past president.

Angel: I can't take it as friendly amendment because it's Policies and {rocedures.

Victor: Angel, let's keep us focused.

We have to finish the amendment first.

Randy question: who told you they want to be removed?

Lisa: how do you officially do that?

Angel: Steve Siery wants to be removed.

Victor: Any other discussion with amendment

Victor: All in favor to accept the amendment. Now back to the main motion.

Bob: Use opt out instead of opt in.

Barbara: My concern is that we have some of those people who only show up once a year. Do we want to make it part of this or make it a part of our Procedures that we reach out to Past Presidents like this is the first time to reach out and we say we would you like to be an active member and give them that option. That's procedural.

Victor: At this level unless we tabled it, this would only be for Policies and Procedures because in order to change the Bylaws we need to include Representatives.

Motion to insert the words "unless opt out" in the sentence prior to "Region past presidents"

Randy: I'm not opting out.

Barbara second:

Robert: Who will follow up on Past President? Some might not be members. Who will be responsible for talking to them?

Victor: Any further discussion, all of those in the amendment favor. Now back to the main motion. Call for the question.

This is part of Policies and Procedures

All were in support. Motion carries.

Angel Presented a motion on the definition of quorum: "For the purposes of determining a quorum of the Executive Board, only the past president shall be included in the count. Any additional past presidents, Region XVI members of the ACSA State Delegate assembly with the exception of the Region XVI representative to the State Board of Directors and any State Committee Chairperson or others appointed by the president, including Historian, shall not be counted in the determination of a quorum. A quorum of the Executive Board shall consist of 9 of the 16 elected representatives being in attendance. A simple majority of a quorum shall be required to transact the official business of the executive board. The representatives required in determining a quorum are as follows: President, President-Elect, Immediate Past President, Secretary, Treasurer, VP Legislation, VP Programming, seven (7) Directors, a Membership Chairperson, and Region XVI representative to the State Board of Directors."

Barbara second the motion.

Victor: This would be for Policies and Procedures.

This was one of the things we recommended for the Bylaws.

Lisa: What is the exact title VP?

John: Is a quorum the minimum?

Barbara: ½ plus 1

Victor: Any further questions?

All in favor of the motion. Motion carries.

This will go into the Policies and Procedures Manual.

Lisa made a motion to adjourn the meeting. It was seconded.

Meeting adjourned at 7:57 pm.

Motions Passed and Follow Up Items

1. Approval of the Minutes with corrections.
2. Approval of the Treasurer's Report with a request to include the income statement.
3. Form a Mentor Committee with Robert Kladifko and Bob Weinberg as Chairs.
4. Friendly Endorsements for: SD 26-Ben Allen, AD 53-Miguel Santiago and no recommendation for SD 20 or AD 64.
5. ACSA Government make contributions as they deem appropriate to the friendly endorsements.
6. Policies and Procedures Committee: Angel Barrett, Mimi Valone and Barbara Friedrich.
7. Lisa Regan presented a Request for Proposal to seek Sponsors. We did not vote on it but the membership agreed to start circulating it.
8. Check if the ACSA Membership form is on our web site.
9. Approved a \$400.00 for a Start Up Membership Meeting.
10. Give Charlene Lemmons dates of administrator's meetings.
11. Approval of the Motion to create an official membership list by July 1.
12. Approval of the Motion that defines Quorum.