

## INSSWAA Board Meeting Minutes June 9, 2006

**Board Members in Attendance:** Jeanne Milligan, Mil Penner, Jyoti Weaver, Lucy DiMichel, Jane Zoebel, Terry Miller, Debbie Scott, Michelle Alvarez, Beth Hoban, Dee Kempson

The meeting was called to order at 10:00 am.

Minutes from the previous board meeting were approved and sent out to membership prior to this meeting.

INSSWA Website: There has been some difficulty keeping the website up to date. Sierra Weaver has agreed to become the webmaster if agreed upon by the board. The board agreed to her taking over the responsibility. The cost of the previous web space was free; this may change with the new webmaster. The board reviewed other Midwest region school social work state organization websites and identified features of the websites they would like included in the new INSSWA website and who would be responsible for supplying information to the webmaster.

- ✓ Calendar-click on events (Terry, regional membership reps, membership committee)
- ✓ Professional Development Opportunities- INSSWA conference, USI SSW Institute, INSSWA regional meetings, Midwest Council conference (conference committee, USI rep, Midwest rep, regional membership reps)
- ✓ Position Papers- will phase in after initial design of new website
- ✓ Legislative- link to legislators and updates on state legislation (Mil, Debbie)
- ✓ Employment Opportunities- Dee
- ✓ Membership-membership form will be posted (currently on website)
- ✓ Board Members-list of current board members and a contact e-mail (currently on website)
- ✓ What is a School Social Worker?
- ✓ Licensure Updates- (Beth Nord-Kirsch, Michelle)
- ✓ School Social Worker of the Year- (Michelle)
- ✓ Boutique- click on order form-paypal for payment-will be included in next phase of developing website
- ✓ Counting number of visitors-would like to add this to new website to know how many hits there are per month/year

Other ideas discussed but not included in current plan for additions to website.

- ✓ Advocacy Organizations
- ✓ Members only area "Tools for Practice"
- ✓ Advertisements to defray costs

Concerns about what it will take to keep information current were discussed. It was suggested that the web page be on the agenda at every board meeting to keep it up to date. Two webpage formats were considered and the board voted to keep with current format and will await an update of information on the transition process from the new

webmaster. The issue of compensation for the webmaster will be discussed at the next board meeting.

Treasurer's Report: The treasurer shared her report noting that this is the only part of the year where there are more expenses than income. Six new members joined INSSWA during this quarter. Expenditures are close to breaking even, spending \$96 more than income as of June 9, 2006. An internal audit was conducted and \$26,000 remains in savings. The board authorized Jeanne Milligan to transfer \$15,000 from the INSSWA checking account into a 9-month CD account at Chase Bank, which will earn 5% interest. A proposed budget for July 1, 2006-June 30, 2007 was discussed and approved. The new budget includes items listed in the minutes requiring an updated budget.

Spring Meeting: In April 2006 a Why Try Training was held as an INSSWA Spring Meeting. There were 60 participants and six school social workers joined INSSWA as a result of that event. A thank you note will be sent to them for their support of this meeting. A planning committee will discuss the outcomes and plan another spring meeting for 2007. Topics recommended for the spring meeting include Response to Intervention (RtI). Beth agreed to chair the planning committee for this meeting.

Regional Professional Development (formerly called networking luncheons): Since there are funds available in the INSSWA checking account, the board discussed awarding regions additional funds to bring in speakers for regional meetings. The board agreed to set aside \$5,000 for these meetings and the membership committee will develop guidelines to apply for the funds, a list of speakers available at a reasonable cost (Dee) and a checklist for planning an event.

The Central Professional Development meeting was held in March 2006. IUPUI shared that they would absorb the parking cost for this meeting.

Mini-Grants: The board agreed to pilot a mini-grant program for up to \$500 in 2006-2007. The budget line item is up to \$1000. A committee will be formed to develop the procedures for application and dissemination of funds. Terry and Jane will chair the committee.

Membership: The board discussed the request of the membership committee to change the boundaries of regions to better accommodate members and access to regional meetings. Debbie volunteered to create a proposal to bring back to the board. Currently there are 162 members (6 new members from the spring conference). The membership committee would like to work closely with SSWAA members list to recruit INSSWA members.

Regional representative information: Karen Lauper will be a new representative in the Northern Region; Naomi Sipe will not continue as a central regional representative. A southern regional meeting will be held in New Harmony, IN June 13, 2006.

Membership benefits: The board suggested a letter be sent to members and non-members outlining the current benefits of membership once the website is updated. Renewals will be sent out in August. Dee is willing to provide “Reconsider Being a Member” insert for the mailing.

Legislative: HB1006 did pass and had language that said school districts would be allowed to redirect funds from non-instruction to instruction; however the language was not as strong as it was in other bills.

Corporal Punishment: INSSWA legislative committee wants to develop a coalition to work with legislators on abolishing corporal punishment. They have talked to major student services and school administrators groups but no action has been taken at this point. Also have the goal of creating a collaborative coalition (Alliance on School Issues) to work on all education related issues.

The board also discussed methods of getting legislative information to members quickly since contact with legislators often needs to be within 24-36 hours. Debbie will work with Dee on this project.

Mentor Training: INSSWA will sponsor mentor training for the new Beginning School Social Worker program called IMAP-SW. The first mentor training is scheduled for July 6 and 27, 2006 at the Indiana Department of Education. The mentors will get CEU’s. The board discussed and agreed to pay for lunches for both trainings. As of this date 15 school social workers have applied to be mentors. The training is being developed by Sharon Simmons, a new school social work faculty member at the University of Southern Indiana.

Scorers Trained: The first 4 SSW scorers have been trained. Once a new school social worker completes the mentoring process they will submit a portfolio of their work that will be scored by the 4 trained scorers. These scorers include Mil Penner, Beth Nord-Kirsch, Pam Constable and Cynthia Evans.

Point Chart: A new “point” system will replace CRU’s beginning July 1, 2006. The point chart has not received final approval but should be approved by the IDOE Division of Professional Standards in early July 2006. It is similar to the LSW/LCSW CEU chart. It incorporates committee work, field instruction, and presentations into activities that count for “points”. Once approved, the final copy will be sent out to members. There is still some question if the practice of sending in a current LSW, LCSW will suffice for renewal.

IDOE Advisory Board: The advisory board led by Dee Kempson will have its final meeting June 16, 2006. The group will develop a plan by the end of summer to address the role of student services in the Response to Intervention (RtI) approach to prevention and intervention. Dee shared that she and Gina Woodward the State Consultant for School Counseling have been asked to provide input into the revision of Article 7.

Social Emotional Childrens Task Force: The task force completed the plan and it can be viewed at <http://www.doe.state.in.us/exceptional/TaskForce.html> .

Communications: The email communications to INSSWA members appear to be very effective and a key ingredient in meeting the needs of our members. The board was presented with the topic of an individual request to disseminate information to the members via our email list. The board agreed that communications that are sent out to the membership list via email will be about professional topics only. Requests which align with the goals of our organization will also be disseminated. The board discussed the dissemination of conference information from other organizations via the email list. The board agreed if it related to SSW and was from a credible organization it should be shared with the membership and we should also ask organizations to do the same with INSSWA conference information.

SSWAA Leadership Summit: The SSWAA Leadership Summit is being held July 9-12, 2006. Terry Miller and Beth Hoban are attending as representatives of INSSWA. Dee Kempson, the Indiana Department of Education State School Social Work Consultant, will also be attending . The Summit will include breakout sessions and lobbying.

Midwest Council: The fall conference will be in Lincolnshire, IL October 19-21, 2006. The conference fee will be approximately \$170. There is a Hampton Inn right down the road from the hotel where the conference will be held. The Hampton Inn is a bit more reasonable for overnight accommodations. Midwest is asking each state to put a basket of things that are unique to their state together for the conference. Jeanne agreed to be in charge of the basket. Ideas for its contents should be emailed to Jeanne.

Corporal Punishment Paper: The board revisited the Corporal Punishment position paper and asked that it be reviewed for APA style and references update. Michelle and Mil will work on this. Jyoti will review it when it has been updated.

Fall Conference: Two national speakers have been invited to speak at this years conference. The conference will be held on Friday, November 3, 2006 at the Garrison in Indianapolis. The conference committee is working on putting it together.

Newsletter: A request was made to purchase a \$20 CD with clipart to enhance the newsletter and for a file box to organize past issues of the newsletter. The board approved this request. The board reviewed the layout of the newsletter and made the following content suggestions:

- ✓ Profile a school social worker in each issue, starting with the regional membership representatives
- ✓ Include a brief article about every regional meeting
- ✓ Provide information updates on SSW licensure
- ✓ Include information about membership
- ✓ Provide a summary of SSWAA events such as the conference and summer meeting, the USI SSW Institute, the INSSWA conference

The board agreed the next issue of newsletter articles is due July 31, 2006 and will be mailed prior to August 15, 2006. Four issues are mailed per year in the spring, summer (August), fall (October) and winter.

INSSWA Scholarships 2006-2007: The board agreed to the offering the following scholarships over the next fiscal year totaling up to \$4,000.

<b>EVENT/NUMBER</b>	<b>AMOUNT</b>
Midwest Council Conference – 10 scholarships @ about \$175	\$1750
SSWAA National Conference, Orlando, FL-2 @ \$500	\$1000
USI SSW Institute – 3@ about \$400	\$1200

All regular INSSWA members can apply for the Midwest and USI scholarships. Priority will be given to those who have not received a scholarship in the last 3 years. A new question will be added to the application asking members when they last received a scholarship to this particular conference. In the event that no one qualifies for the scholarship or there are not enough applications for the funds, those who have received the scholarship 2 years ago and then 1 year ago will be considered in that order.

Board Terms: The board terms of Mil and Lucy will end this year. Mil Penner announced that he will not seek re-election to the board of directors. A new member will need to be found and elected at the fall conference. The board discussed diversifying the board by geographical area and increasing the amount of participation from the regional representatives. The Secretary and Treasurer need to be re-elected in the fall. Jeanne agreed to do one more 2 year term as treasurer. Terry will contact Rebecca to ask if she would like to remain as Secretary.

The meeting was adjourned at 4:00 pm.

**The next INSSWA board meeting will be held on September 23, 2006.**

Respectfully submitted,

Michelle Alvarez  
June 21, 2006

## **INSSWA Treasurer's Report July 1, 2005 - June 30, 2006**

### **Income**

INSSWA Conf.	\$12,249.00
Interest Income	160.52
Membership Dues	7,165.00
Retail Sales	1,978.00
SSWAA Ind. Mem.	1,666.00
<b>Total</b>	<b>\$23,138.52</b>

### **Expenses**

Administration	520.50
Board Meetings	1,593.09
INSSWA Conf.	5,699.19
Leadership Summit	1,152.90
Legislative/PR	0
Membership	5,675.14
Midwest Council	601.33
Network Luncheons	561.68
Newsletter	798.49
Recognition & Awards	550.16
Retail	2,732.75
Scholarships	2,193.21
SSWAA Ind. Memb.	1,666.00
<b>Total</b>	<b>\$23,744.44</b>

**Net Deficit:** **(\$605.92)**

## INSSWA 2006-2007 Budget

### **Income:**

INSSWA Conference	\$13,100
Interest	170
Membership Dues	7,000
Retail Sales	1,800
SSWAA Ind. Memb.	1,800
10% Cash Reserve	7,980
<b>Total</b>	<b>\$31,850</b>

### **Expenses:**

Administration	\$900
Board Meetings	1,600
INSSWA Conf.	7,300
Grants	1,000
Leadership Summit	1,400
Legislative/PR	200
Membership	5,500
Midwest Conf./Council Meetings	1,000
Newsletter	500
Recognition & Awards	650
Regional Professional Dev.	5,000
Retail	1,000
Scholarships	4,000
SSWAA Ind. Memb.	1,800
<b>Total</b>	<b>\$31,850</b>