

# MICHIGAN READING ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

October 17, 2009

Mt. Pleasant Comfort Inn & Suites  
2424 S. Mission St., Mt. Pleasant, MI

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## Members in Attendance:

Andrea Brunett	Nancy Fairchild	Jen Orton	Karen Feathers
Megan Howd	Tracy Hales	Nicole Martin	Becky Borglin
Mary Howell	Erin Donovan	Terry Pawl	Patti Graham
Cindy Clingman	Sue Sharma	Lynn Bigelman	Lynette Suckow
Christi Stull	Jeff Beal	Amber White	Kathy Operhall
Rosemary Grier	Dee Halstead	Laura Guzman	Pat Gallant
Heather Jensen	Grace Velchansky	Leonie Rose	Lynnette Van Dyke
Carrie Muessig	Marcia Klemp	Victoria Les	Andrea Valo
Dennis Graham	Lisa Houk	Kari Routledge	

Lisa Spinelli Partosian

## Members not in Attendance:

Geri Pappas	Valerie Livingston	Tamara Jetton	Ingrid Snyder
Adnan Salhi	Rita McLary	Troy Hicks	Rita Maddox

Nell Duke

## I. Call to Order.....P. Gallant

- The meeting was called to order at 8:35 A.M. Members were welcomed and introduced. Meeting Norms were presented.
- The Sign In sheet was passed to each member.
- President Gallant announced that there would be no official time limits for discussion unless needed.

## II. Changes to the Agenda (Discussion Items Only))

- Discussion Items will be considered Action Items
- Discussion Item H. will be Board Vacancies.
- Discussion Item L. will be Partnership with MAISA

## III. Approval of July 2009 Board Meeting Minutes

**47-09: Kathy Operhall offered the motion to approve the July 2009 Board Minutes. Christi Stull seconded. Motion approved.**

## IV. Officers' Reports/Updates (\*information included in Board packet)

A. President .....P. Gallant

- thanks to everybody who attended the July Board retreat to launch 2009-2010 with a focus on our mission to promote literacy.
- welcomed all to a collaborative, productive year for literacy in Michigan.
- gave greetings from MRA and promoted our mission and annual conference at:
  - Summer Literacy Conference in Ypsilanti (July)
  - Oakland County Reading Council Tim Rasinski event (October 5)

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- Upper Peninsula Reading Conference (October 8-9)
  - participated in August Board meeting of Oakland County Reading Council
  - planned general sessions for Great Lakes Regional Conference with K. Operhall and J. Beal
  - worked with T. Pecht to secure cost-effective contracts for Board meetings, and reviewed contracts for future MRA events (2011 conference, July 2010 Summer Lit., June 2010 Leadership, August 2010 Board Retreat)
  - met at MRA office in Grand Rapids on Oct. 3, 2009 with 2010 conference chair, conference coordinators, and other MRA friends to read and organize conference session proposals
  - communicated via e-mail and telephone with MRA Board members and office staff about specific questions, issues and ideas as they arose.
  - set and communicated important deadlines to Board members.
  - chairing reception for state and local council leaders from Great Lakes region at Great Lakes Regional Conference on October 29, 2009. Obtained event sponsorship from Heinemann.
  - announced that the executive committee will be available to attend council events.
- B. President-Elect..... K. Operhall
- attended board retreat in July 2008
    - attended executive committee meeting
    - attended budget committee meeting
  - Conference 2010 . . . on-going “labor of love”:
    - secured all featured speakers; contracts sent out via MRA office;
    - worked with committee on putting featured speakers on the wall grid;
    - working with Erin Donovan and Heather Jensen on securing Michigan authors
    - planning first conference planning committee meeting for October 17, 2010
    - created ad for News and Views
    - reading speaker proposals at MRA office on October 3, 2010
    - placing proposal speakers on grid on October 11, 2010
    - working toward completing first draft of CaaG; due to Lee Lewis on October 10, 2009
    - need ads and sponsorships
    - holding the Saturday Night party at the Detroit Historical Museum
    - organizing a MRA quilt raffle
    - asked for volunteers to man SB-CEUs Information table
  - attending IRA regional conference
    - will promote 2010 conference at a general session
    - posters and flyers will be available at MRA table in the exhibit hall
  - provided flyer for duplication and distribution at the Upper Peninsula Reading Association conference
  - Board Retreat is planned for August 25-26, 2010 at the Lake Huron Retreat Center.
  - The Kaleidoscope form has been changed. Parent Signature is now required.
- C. Vice-President ..... S. Sharma
- created theme for Annual Conference 2011 is: “Pages for Tomorrow.”
  - selected co chairs--Grace Velchansky and Amber White
- D. Secretary ..... T. Pawl

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- submitted Board Brief for News & Views
  - attended executive committee meeting
  - attended budget committee meeting
  - attended MRA PPLF meeting
  - completed July 2009 minutes
  - prepared and submitted October Board Reports
- E. Treasurer.....J. Beal
- attended executive committee meeting
  - held budget committee meeting
  - completed Treasurers Report
- F. IRA/MRA Membership.....C. Stull
- distributed gift bags to encourage membership development
  - P. Gallant presented a gift to Christi Stull for her work and dedication to MRA.
  - Joyce O'Brien Credit will replace Christi Stull as chair

**V. Regional Representatives' Reports/Updates**

- A. Member-at-Large ..... K. Routledge
- attended MRA Summer Lit. Conference
  - met with Dee Halstead to go over IRA documents
  - contacted council president for MALC and Adult Literacy asking for schedules, News and Views article, etc.
  - submitted News and Views article from MALC
  - submitted July – September log to MRA/IRA Coordinator
  - resigned as MRA/IRA Coordinator
  - Michigan Adult Literacy Council (MALC)
    - Book study—Kylene Beers' book, *Turning Promise into Practice*.
- B. Member-at-Large ..... A. White
- Celebrate Literacy: A Student Society (CLASS)
- elected Fall 2009 council members are:
    - Megan Howd (President)
    - Rebecca Reas (Vice President)
    - Alison Tuma (Secretary)
    - Romey Rodriguez (Treasurer)
    - Jessica Hibbs and Stephanie Hilliard (Fundraising Chairs)
    - Laura Morris (Public Relations)
    - Liz Crawford (Tutoring Coordinator)
    - To be determined (Historian)
    - To be determined (SGA Representative)
    - Xiaoping Li (University Advisor)
  - held a CLASS social night on September 16, 2009
  - scheduled CLASS council meetings (7pm at Anspach Hall Room 155 CMU):
    - Sept. 16, 2009
    - Sept. 30, 2009
    - Oct. 14, 2009
    - Oct. 28, 2009
    - Nov. 11, 2009
    - Nov. 18, 2009
    - Dec. 2-Banquet
  - goals for CLASS (semester one):

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- continue free tutoring at local schools
- hold a “Read-a-thon” at Mount Pleasant School
- discussing the idea of starting a Writers Workshop Club at a local high school
- work on an international project, books for students in Ghana
- obtain MRA Honor Council
- apply for IRA Honor Council
- intending to send student volunteers to assist at the MRA 2010 “Weaving a Tapestry of Readers & Writers” Conference

MRA Title I Special Interest Council

- elected 2009-March 2010 council members are:
  - Amber White (President)
  - Holly Berridge (Vice President)
  - Bonnie Wolf (Secretary)
  - Harriet O’Brien (Treasurer)
  - Terry Pawl (Legislative Chair)
  - Sue Sharma (Member-at-Large)
  - Erin Donovan (Member-at-Large)
  - Lisa Houk (Member-at-Large)
  - Daria Ray (Member-at-Large)
- scheduled MRA Title I Meetings 09-10
  - Aug. 13, 2009
  - Sept. 19, 2009
  - Oct. 24<sup>th</sup>, 2009
  - Nov. e-meeting

Member-At-Large Report-October 2008

- Dec. e-meeting
- Jan. e-meeting
- Feb. 6, 2009
- Mar. 6, 2009
- Mar. 22, 2009 MRA Weaving a Tapestry of Readers & Writers Conference: MRA Title I Luncheon with Steven Layne
- held August 13, 2009 meeting
  - discussed new Honor Council forms and discussed ideas for Fall Workshop and Literacy Project
- held September 19<sup>th</sup> meeting
  - plan fall workshop
  - planning to apply for general council grant
  - began filling out MRA Honor Council paperwork
  - determine which Literacy Project to take on this year
- sending out September e-newsletter to current members
- goals for MRA Title I Special Interest Council
  - complete a literacy project
  - continue monthly e-newsletters
  - make MRA Honor Council

SVSU TALL Readers Student Special Interest Council

- currently deemed inactive by IRA

C. Region 1 ..... L. Suckow  
Eastern U.P. Reading Council

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- set September organizational meeting
- enlisted help in activating old bank account
- looking for community literacy project for the school year

Marquette-Alger Reading Council

- sent two board members to MRA Leadership Conference in June
- hosted a drawing workshop for children with author / illustrator, Wendy Anderson Halperin on August 21<sup>st</sup>
- sponsored "Sign on to Literacy" with in the local newspaper in September
- updated membership brochure
- hosted Thursday Night Dinner, featuring author Steven Layne, at UPRA Conference on October 8<sup>th</sup>
- began Professional Book Study on October 10<sup>th</sup> by having participants listen to Penny Kittle, author of "Writing Beside Them" at the UPRA Conference. The other study text is "Writing Workshop: The Essential Guide" by Ralph Fletcher and JoAnn Portalupi.
- co-sponsored (with Peter White Public Library) a Journaling Workshop by author / illustrator, Ruth McNally Barshaw on October 10<sup>th</sup>

D. Region 2..... T. Hales

- contacted Council Presidents of Rosen and Sunset Councils in July, just prior to board meeting, and August, via email.
- no reply from either council.
- contacted all board Representatives again in September via email, asking for their scheduled meetings and events.
- no reply from anyone yet.
- spoke with Barbara Hammond, TBA literacy consultant in regards to looking at helping to create a new council in the Traverse City area. Plan to meet to create a plan to spur interest in MRA.
- contacted Marlene Braunius, Education Professor at Ferris State University, to set up speaking engagement with prospective student teachers.

E. Region 3..... V. Livingston

- Linda Winslow will be replacing Valerie Livingston.

F. Region 4..... M. Howell

Flint Area Reading Council

- attended the MRA Leadership Institute in Bay City on June 23 – 24, 2009
- applied for professional development grant
- sent newsletter to members highlighting last year's final event and indicating upcoming events for 2009-2010 school year

Saginaw Area Reading Council

- attended the MRA Leadership Institute in Bay City on June 23 – 24, 2009
- applied for professional development grant

G. Region 5..... B. Borglin

- attended July board meeting
- encouraged teachers to attend the Great Lakes Regional Conference
- submitted request to attend Great Lakes Regional Conference to superintendent of New Buffalo Schools
- plan to attend October board meeting

H. Region 6..... A. Valo

Capital Area Reading Council

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- not active
- Washtenaw Reading Council
- specific board positions are available in the council
  - planned early events
  - received grant over the summer
- I. Region 7..... G. Vechansky
- Blue Water Council
- contacted newly elected President, Heather Dahl, to offer support
  - identified April 15, 2010 dinner meeting for attendance by Regional Representative
- Macomb Reading Council
- coordinated effort to secure the guest author for the Young Authors' Dinner on May 10, 2010.
  - will assist council in identifying a community project to support literacy
- Oakland Reading Council
- contacted President, Lynn Greeley, to offer support for the upcoming year and secure dates of council supported events
- J. Region 8..... G. Pappas
- attended Board Retreat in July
  - met in August with WCRC board to develop programs for the 09-10 year
  - discussed possible programs or ideas to increase membership
  - reviewed additions and deletions for website for WCRC
  - made phone calls to people who might possibly know what has happened to MDRC-for all practical reasons it has ceased to exist
  - rejoined Wayne RESA to partner for workshops
  - brainstormed ideas to increase awareness at the college level/student memberships
  - invited WCRC members to join Region 8 committee-Clodie Martin and Katie Adams
  - raffled off two memberships for MRA at September workshop-Bucket Fillers
  - next workshop , October 10<sup>th</sup>, Jennifer Fontenot, Blueprint for Exceptional Writing
  - Oct 2-3, 2009 – Wayne County Reading Council Bookfair Fundraiser in cooperation with Barnes and Noble
- K. Region 9..... R. Grier
- Copper Country Reading Council
- attended CCRC Board meeting for strategic planning for 2009-2010
  - CCRC submitted PD grant application
  - attended June Leadership meeting with CCRC President and member in Bay City
  - had email exchanges with board members concerning John Mooey's fall program
  - attended MRA Board Retreat in Ypsilanti
  - met with President to discuss PD grant application
  - attended CCRC Board meeting to develop specific teams for completing tasks
  - participated in CCRC Used Book Sale Fundraiser during the Parade of Nations Festival
  - submitted Interaction Logs for June, July and August.
  - using Chico bags for fundraiser
- L. Region 10..... H. Jensen

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#### Clare Gladwin Reading Council

- attended Leadership in Bay City. New board members, Kelly Pieprzyk, Andera Andrea, and Donna Venglar networked with other councils and gained great ideas for the new year
- held E-Board meeting in August to finalize plans for 2009-2010 year
- developed new meeting agenda template to be followed at each meeting
- using Weaving a Tapestry of Readers and Writers theme and creating a quilt of meeting topics and pictures of members to be raffled off at last meeting of the year
- planned membership drive for September 29, 2009 at Mid-Michigan Community College. Members will learn about Great Lakes Great Books, 2010 Conference, how to integrate MEAP practice into your classroom throughout the year, and choose books to for book study.
- next Meeting is set for October 27, 2009 at Mid-Michigan Community College. Topic: Writing to Learn. New Writing Menu: A,E,I, O, U, Y

## VI. Committee Reports

### Board Appointments

- A. MRA/IRA Coordinator.....D. Halstead
- created a Ning for Region Reps to communicate with one another
  - modified MRA Honor Council requirements
  - created a Newsletter for the Council Presidents and mailed along with a welcome letter, honor council information and MRA Writing Statement—mailed to all presidents on August 25, 2009
  - collected monthly logs from region reps for the months of June, July, August and September
  - planning the June 23-24, 2010 at Okemos Leadership Conference Center with the theme of Leadership is “Blazing New Trails: Leadership and Technology.”
- B. MDE/MRA Liaison.....L. Van Dyke
- MICHIGAN MERIT EXAM--The Michigan Department of Education (MDE) is implementing a number of updated measures to more clearly align the Michigan Merit Exam (MME) and the High School Content Expectations (HSCE) and to begin alignment with anticipated common state standards and assessments (through the federal Race to the Top initiative).
  - WEBINARS--MDE will offer webinars on the changes to the Mathematics Course/Credit Requirements document from October 19 – 23, 2009. Webinar specifics will be posted to the MDE web site at [www.michigan.gov/highschool](http://www.michigan.gov/highschool). Questions about updated alignments, should be addressed to MaryAlice Galloway at 517-241-3232 or Joseph Martineau at 517-241-4710.
  - THE NEW MEAP WRITING ASSESSMENT--A decision by the Michigan State Board of Education last spring to assess writing at 4th and 7th grades starting in 2010 (with field testing of new items in the fall of 2009) led to the creation of the Writing Assessment Advisory Committee. The committee’s goal was to review the MEAP writing assessments that had been used from 2005 through 2008 and make recommendations for improvement. Committee members included classroom teachers, school administrators, ISD consultants and private individuals. After examining MEAP writing test data from several years, reviewing NAEP and other state writing assessments and the GLCEs, the committee made several recommendations.

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- COMMON CORE STANDARDS--Michigan has joined a consortium with 47 other states to develop common core state standards for mathematics and English language arts. These common standards are expected to define the rigorous skills and knowledge needed for students to be college and career ready. The updated alignments are designed to support Michigan's adoption of the common core state standards.
- MDE Office of School Improvement REORGANIZATION --The reorganization, which will transition program responsibilities from the Office of School Improvement to the Office of Educational Improvement and Innovation (OEII) and the Office of Field Services (OFS), will be effective October 5, 2009.
- MAISA/MDE TITLE I ACCOUNTABILITY GRANT-- MAISA, in collaboration with MDE, continues to work on implementation of the Title I accountability grant. High Priority Title I schools in AYP phases I & II will receive services.

C. Historian.....C Clingman and L. Guzman

- began reshelving of archival materials in new office.
- facilitated memory activity at 2009 July Retreat.

D. *Michigan Reading Journal* ..... L. Rose and T. Jetton

- completing the Summer/Fall issue by the end of October.

E. *News & View*.....V. Les

- no report

F. Parliamentarian.....L. Rose

- no report

**Standing Committee Chairs**

A. Adolescent/Adult Literacy.....A. Brunett

- no report

B. Assessment.....L. Houk

- recruited five members to serve on the committee.
- attended 3-6 MLPP Assessment Trainer of Trainers for new updates.
- distributed conference presentation proposals for assessment strand.
- collaborated with committee members to establish goals and activities.

C. Awards.....M. Klemp

- purchased a cobalt blue bowl with a white handle for the Gwen Frostic Award.
- would like approval of this purchase and would like to discuss other options

D. Budget.....J. Beal

- met at the summer retreat to set a tentative timeline for approval of next year's budget

E. Community Projects and Programs.....L. Spinelli-Partogian

- no report

F. Early Childhood/Family Literacy.....I. Snyder

- organized meeting with committee members and Oakland County Reading Council (OCRC) to develop a joint project with book distribution to Pontiac library and a DVD on effective Read Aloud
- held joint meeting between two committee Early Childhood and Family Literacy and Community Projects to extend the project that is being developed on a smaller scale with OCRC
- secured for free a DVD (23 minutes) for parents (Spanish version is available) on how to read aloud and interact with their child during reading
- priced out the cost for reproduction of video (\$1.23 per copy)

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- developed a list of possible speakers for the early childhood strand and sent them invitations with proposal form
- G. Ethics & Evaluations.....C. Muessig
- Matters were brought to the attention of the committee in regards to the Office Personnel Committee Chair. This concern was resolved and further discrepancies shall be rectified by language changes in the bylaws and policies and procedures.
- H. Grants.....N. Fairchild
- Copper Country Reading Council \$1300
- Book study using Make Way for Literacy: Teaching the Way Young Children Learn by Gretchen Owocki
  - 20 participants 7 sessions
- Flint Area Reading Council \$1110
- Book Study using The Cafe Book: Engaging All Students in Daily Literacy Assessment and Instruction by Gail Boushey and Joan Moser
  - 30 participants 5 sessions
- Saginaw Area Reading Council \$600
- Book Study using The Cafe Book: Engaging All Students in Daily Literacy Assessment and Instruction by Gail Boushey and Joan Moser
  - 15 participants 5 sessions
- Washtenaw Reading Council \$1250
- Book Study using Multicultural Children's Literature: Through the Eyes of Many Children by Donna Norton
  - 12 participants 6 sessions
- Marquette-Alger Reading Council \$652.50
- Book Study using Writing Workshop The Essential Guide K-8 by Ralph Fletcher and JoAnn Portalupi
  - 20 participants 7 sessions
- Kent Reading Council denied
- Not a professional development activity. Submit as a Council Grant.
- Total awarded \$4912.50
- I. Immediate Past President, Bylaws and Policies & Procedures and Elections.....L. Bigelman
- co-chaired the summer literacy conference in Ypsilanti with great success.
  - created the document for elections
  - looking for those interested in running for open positions, would appreciate input from those interested or those who would like to nominate persons.
  - working on revisions for bylaws
- J. Intellectual Freedom.....A. Salhi
- no report
- K. International Projects/Programs.....A. Salhi
- (March- May, 2009) Michelle Buggia and Shelly Ducharm conducted a read-a-thon project at Shields Elementary School in Swan Valley School District. The third graders in that school collected \$1730.37 for the Shyira School in Rwanda.
  - helped students in Rwanda get books to read and learn, Lisa Midcalf at Saginaw Valley State University, through TALL Readers (Teaching All to be Life Long Readers) which is a student organization at Saginaw Valley State University, collected pop cans in the amount of \$50.00 to be sent for Shyira school in Rwanda.

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- Carla Bell from Henry Ford Community College, in cooperation with Kohl store and their community outreach program, was able to collect and send many much needed school and medical items to Shyira school in Rwanda. These items are:
  - 1,800 crayons
  - 2,025 colored pencils
  - 15 book report covers
  - 09 pair of scissors
  - 25 books
  - 25 erasers
  - 46 rulers
  - 2,155 ink pens [assorted colors]
  - 45 markers
  - 538 glue sticks
  - 6 tubes of glitter [crafts]
  - 288 #2 pencils
  - 756 Paper Mate mechanical [and refillable] grip pencils
  - 5 zippered pouches
  - 300 sheets of drawing paper
  - 930 sheets of writing paper
  - Multiplication, division, addition, and subtraction flash cards
  - 25 math compasses
- sent out supplies to Shyira Hospital adjacent to the Primary School. After the Hospital expressed needs, we sent out the following supplies:
  - 400 band-aid bandages [assorted sizes]
  - 100 antibiotic bandages [assorted sizes]
  - 3 boxes of gauze
  - 2 ace bandages
  - 1 back brace
  - 5 rolls of bandage adhesive tape
  - 6 bottles of antiseptic iodine
  - 2 cans of saline solution
  - 2 blood pressure cuffs
  - 1 weight scale
  - 2 thermometers [and 200 probe covers]
  - aspirin, vitamins, etc.

The cost of supplies was approximately \$600.00 and shipping costs were approximately \$500.00.

L. Legislative/Government Relations.....C. Clingman

- updated Local Council Legislative Chairs.
- assembled Committee members.
- completed Committee Plan of Action.
- identified topic and began invitations for participants for the 2010 Conference
- Legislative Panel.
- developed Advocacy Blog for Committee updates and activities.
- sent first Legislative Update to the Board.

G. MRA/IRA Director of Membership.....C. Stull

- membership report on file
- attended MRA leadership training in June 2009
- presented Membership Session at MRA leadership

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- attended MRA Board Retreat July 2009
  - formed MRA Membership Committee Members include: Christi Stull, Megan Howd, Tracy Hales, Heather Jenkins, Patti Graham, Andrea Valo, Rosemary Grier, and Kari Routledge
  - met with MRA Membership Committee at MRA Board Retreat
  - updated strategic plan for Membership and Outreach (goal #2)
  - spoke about MRA and IRA membership at Kent County Literacy Coaching Network
  - created MRA Membership kits for Region Reps to distribute to local and special interest councils
- H. Office Personnel.....N. Fairchild
- installed new doorbell for the office
- I. Professional Studies and Standards.....K. Feathers
- identified members of the Committee
  - identified three charges for the committee:
    - Critique the IRA Draft Standards for Reading Professionals
    - Initiate Study Groups at the MRA Conference in March 2010
    - Continue Study Groups through MRA website.
  - held first meeting via conference call on October 5, 2009
    - Set up procedures for the review of the IRA standards- each member will critique two roles.
    - Members will also seek comments on the standards from teachers, principals and students.
    - The Committee will seek the help of local councils in leading the study groups at the MRA conference
  - set next meeting date for October 19, 2009
- J. Public Relations (Publicity).....P. Graham
- looking into obtaining radio list for press releases, cost \$100
  - researching “Constant Contact” – email promotional vehicle (to be discussed at October board meeting)
  - created sample monthly newsletters as possible means to have MRA news in the hands of members on a monthly basis, focusing on wide variety of MRA work, publications, news items, council information, the conference, etc.
  - highlights to promote in October and November:
    - publication of “Ten Reading Strategies to Promote Understanding of Responsible Citizenship in the Social Studies”.
    - publication of “Recipes for Readers from Michigan Authors and Illustrators”
- K. Publications.....J. Orton
- identified committee members
  - completed Committee Action Plan
  - sent Social Studies Reading Strategies publication to print
  - assisted in editing and layout of MRA cookbook
  - began review of Genre Bookmarks
  - held initial planning meeting
  - marketed publications at Upper Peninsula Reading Association Conference
  - inventoried outdated publications and took one of the following actions: lowered sale price, free give away, or discard
- L. Research/Research Grant.....N. Duke and N. Martin

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- met with committee co-chairs to set goals for the year
- established committee members roles and responsibilities
- invited Julia Reynolds and Tanya Christ to join the committee (both accepted)
- coordinated the dissemination of (and/or distributed) the MRA Writing Statement
  - by email through MDE to superintendents and principals
  - to local councils
  - to News and Views
  - to the MRA and LARC websites
  - to Michigan ISDs and RESAs
  - to MSU's New Educator
- reviewed research and wrote short pieces about research studies for News and Views

M. Student Involvement.....E. Donovan and R. McLary

- Lynette Suckow will be replacing Rita McLary.

N. Summer Literacy Conference.....H. Jensen

- agreed to co-chair conference with Amber White, Heather Jensen, and Jeff Beal
- reviewed evaluations from Summer Lit. 2009 "The Art of Non-Fiction." Evaluations were extremely positive about topics, food, area, and presenters. People did miss the authors.
- researched possible locations for the 2010 conference with a lot of help from Teresa at the office.
- decided to use Bavarian Inn in Frankenmuth as our location.
- set the dates of July 14 and 15, 2010
- brainstormed possible presenters. We are excited to have Donalyn Miller who wrote The Book Whisperer.
- invited Mary Bigler to start the conference off with a bang and a good laugh and she has accepted the invitation.
- inviting Michigan Authors to present at the conference and possibly co-present with classroom teachers
- created theme : Reading and Writing for a Better World

O. Technology/Media.....T. Hicks

- Recruited Patricia Gallant, Amber White, Dennis Graham, Patti Graham, Teresa Pecht, and Christine Stull for Technology and Media Committee and have begun work on action plan to improve our web presence and better communicate with members.

#### **Ad Hoc Committee Chairs and Appointments**

A. IRA Award of Excellence.....S. Sharma

- Thank you for bringing in archives

B. IRA Exemplary Reading Program Award.....S. Sharma

- Applications for schools are on the website

C. MRA/IRA Director of Student Membership..... M. Howd

- advertised MRA/IRA at Central Michigan University's Mainstage
- working on teaming up with CMU's new organization First Book.

D. MRA Literacy Advocate.....C. Clingman

- summarized projected activities.
- assembled Committee members.
- completed Committee Plan of Action.

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- visited the following events and distributed membership and conference promotional materials: MDE Teaching and Learning Institute, ISD ELA State Network, Western Dunes Reading Council, Kent Reading Council, Upper Peninsula Reading Association.
- E. SB-CEUs.....R. Maddox
- State Board-Continuing Education Units (SB-CEUs) are State Board-approved in-service, workshop, training, or conference credits that are used for the renewal of selected certificates issued by the Michigan Department of Education (MDE).
  - SB-CEUs are calculated by dividing the total number of contact or instructional hours by the number ten. Thus, an 8-hour session would be eligible to receive eight tenths (.8) of an SB-CEU.
  - Planning is in progress to offer SB-CEUs for participation Michigan Reading Association will offer SB-CEUs for participation in the 54th Annual Michigan Reading Association Conference "Weaving a Tapestry of Readers and Writers" March 20-22, 2010 at Cobo Center and Detroit Marriott Renaissance Center Hotel.
- F. Strategic Plan.....D. Graham
- established 5 subcommittees—Advocacy, Membership/Outreach, Professional Development, Collaboration, and Reorganization & Efficiency.
  - worked on each subcommittee's action plan at the summer retreat

**Other:**

- A. Past Presidents' Legacy Fund.....N. Seminoff
- disseminated information on 2010 conference grants at the 2009 Summer Leadership Conference and on the MRA website. (Support by the MRA Board members is critical in encouraging applicants to avail themselves of these grant opportunities.)
  - met as the MRA Past Presidents' Legacy Fund Board on June 5, 2009 in Auburn Hills, MI., with a fall meeting scheduled on October 2<sup>nd</sup> in DeWitt.
  - appointed Lynn Bigelman (2008-09) as one of two MRA representatives to the MRA Past Presidents' Legacy Fund Board for 2009-2010.
  - Approved agreement in July for 2010 with MEEMIC to fund the *MRA Past Presidents' Legacy Fund Beginning Teacher Professional Development Grant Sponsored by MEEMIC Insurance Company*, the second year of this partnership.
  - Plan to participate in the exhibit at the Upper Peninsula Reading Conference in Marquette on October 9<sup>th</sup> to disseminate information.

**VII. Discussion and Action Items** (\*information included in Board packet)

- A. Amway 5-year Proposal\*.....T. Nelson(guest)

**48-09: Sue Sharma offered the motion to accept the 5 year Amway proposal. Becky Borglin seconded. Motion approved by written ballot (10 yes, 6 no).**

Pros and cons were charted.

**49-09: Rosemary Grier offered the motion to extend the discussion time by 10 minutes. Kathy Operhall seconded. Motion approved.**

Discussion included ideas such as: negotiating with both venues, other options for Detroit such as summer lit conference and reconfiguring the annual conference, current economic climate in Michigan and the effects on MRA's financial status.

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**50-09: Kari Routledge offered the motion for a paper vote on the 5 year proposal to hold the annual conference in Grand Rapids. Rosemary Grier seconded. Motion approved.**

- B. Constant Contact.....P. Graham  
Monthly email to members stating latest happenings. Company will set up listserve and track use. There is option to do surveys and a free link to company website. The monthly fee will be \$50 for up to 5000 with no contract involved.

**51-09: Patti Graham, on behalf of the Public Relations Committee, offered the motion to try a two month free trial of [www.constantcontact.com](http://www.constantcontact.com) to be emailed to membership as newsletter vehicle, at no cost to MRA. Motion approved.**

- C. Professional Development Grants\*.....N. Fairchild  
Email Nancy Fairchild with suggestions for developing new criteria and timelines for grants.

- D. Corporate Sponsorship Guidelines\*.....K. Operhall

**52-09: Kathy Operhall offered the motion to accept the concept approval of corporate sponsorships with levels of contributions and benefits that accompany each level of contribution. Dee Halstead seconded. Motion approved.**

Members were asked to submit ideas for the corporate incentives for each of the levels. Other associations and ISDs are eligible for sponsorships.

- E. Process for MRA/IRA Coordinator.....P. Gallant

The appointment is for 3 years. There is an open application for the position.

- F. Resolution Statement\*.....P. Gallant

**53-09: Dee Halstead, on behalf of the Executive Meeting, offered the motion to accept the Resolution Statement with the addition of Teresa Pecht, Business Manager. Motion approved.**

- G. MRA Cookbook Print Approval.....J. Orton

**54-09: Jeff Beal, on behalf of the Publication Committee, offered the motion to accept the cookbook for print approval. Motion approved.**

- H. Board Vacancies.....P. Gallant

**55-09: Grace Velchansky offered the motion for Linda Winslow, from Western Dunes Reading Council, to fill the vacancy as Region 3 Representative for the remainder of the term. Becky Borglin seconded. Motion approved.**

**56-09: Jeff Beal offered the motion to appoint Joyce O'Brien Cradit as Membership Chair. Amber White seconded. Motion approved.**

**57-09: Sue Sharma offered the motion to approve the following conference committee appointments: Carol Trojanowski as Kaleidoscope chair, Suzette C. Saulviet as Young Author Luncheon Chair, and Mary Howell as Program Book Chair. Heather Jensen seconded. Motion approved.**

- I. 2008-2009 financial statement and 990.....J. Beal  
(Sent by e-mail via e-mail prior to meeting.)

MRA has a Whistleblower Policy and a Conflict of Interest Policy.

**58-09: Jeff Beal, on behalf of the Budget Committee, offered the motion to approve the 990 Return of Organization exempt form Income Tax Form for 2008. Motion approved.**

- J. Technology and Media Committee Goals.....A. White  
Send ideas to Dennis Graham, Amber White, Troy Hicks, or Pat Gallant for an expert such as Doug Hartman to speak or add knowledge

- K. Gwen Frostic Award .....M. Klemp

**59-09: Marcia Klemp, on behalf of the Awards Committee, offered the motion that the**

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**Gwen Frostic recipient will receive the cobalt blue basket as the award gift. Motion approved.**

- L. Partnership with MAISA.....C. Clingman  
MRA would be the pilot organization working with the Michigan Association of Intermediate School Administrators (MAISA) as a resource for Title I High Priority Schools in Michigan.

**60-09: Becky Borglin offered the motion to support the partnership with MAISA. Tracy Hales seconded. Motion approved.**

### **VIII. Announcements**

- A. Changes in Great Lakes Regional Conference.....J. Beal
- IRA has changed format and shortened the conference at the Amway Grand.
  - Go to IRA website for more information.
- B. Summer Literacy Conference.....H. Jensen
- Note registration packets available on table for Board members.
  - Theme is “Reading and Writing for a Better World”
  - The location will be Frankenmuth, MI.
- C. New Social Studies Publication.....J. Orton
- Note copies were given to Board members to share with Grade 4 and up colleagues and to promote sales (\$6.00 each).
- D. MRA Office Update.....N. Fairchild
- Three applications are available for intern positions as business/bookkeeper and marketing event planner. If someone knows a possible candidate, please contact Nancy Fairchild.
  - Office now has a locked mailbox
  - Electronic Banking System will be instituted.
  - Conference confirmations and memberships will be outsourced.
- E. Nominations for Board of Directors\*.....L. Bigelman
- Note Nomination Form is in packet for anyone interested in running.
  - Check Bylaws so candidate knows expectations for positions.
  - Contact Lynn Bigelman if you know of someone to be nominated ASAP.
- F. MDE Update\*.....L. VanDyke
- The Michigan Department of Education (MDE) is implementing a number of updated measures to more clearly align the Michigan Merit Exam (MME) and the High School Content Expectations (HSCE) and to begin alignment with anticipated common state standards and assessments (through the federal Race to the Top initiative).
  - Note that common core standards are released for comment. Members are encouraged to discuss standards which are attached to the stimulus dollars.
  - See MRA/MDE Liaison report for more information.
- G. Advocacy Website.....C. Clingman
- The Legislative and Assessment committees have joined together to create one advocacy website for committee planning and providing updates to the board.
- H. Strategic Plan Update.....D. Graham
- Developed wildly important goal (WIG)—Literacy Leadership in a Digital Age
- I. Past President’s Legacy Fund.....T.Pawl
- Note that grant applications are available for new teachers and professionals new to a role.
  - A LuPinda Online Party is being held as a fundraiser on October 22, 2009.

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**IX. Adjournment**

President Pat Gallant adjourned the meeting at 12:25 P.M.

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