



San Diego County Association of School Psychologists

Annual Retreat & Board Meeting

Location: Heather's Home

Date: 8/13/2022

Time: 1:00 - 3:00pm

Executive Cabinet

- Heather Lutz, President
- Celeste Garcia, President Elect
- Dorothy Ginter, Past President (also CASP Region VII Representative)
- Adrienne Garcia, Secretary
- Jarrett Clifton, Treasurer

Members-At-Large

- Ann Mellon
- Cheyenne Sanford
- Janet Coover

- Kathy Pawlukiewicz
- Linda Breslin
- Nicholas Riley
- Rodrigo Enciso
- Sabrina Carboni

Student Representatives

None at this time.

Volunteers

None at this time.

SANDCASP Mission Statement

The San Diego County Association of School Psychologists (SANDCASP) supports local school psychologists to take a whole-child approach to education as they assist teachers, administrators, students, families and support staff to meet the intellectual, social, behavioral, and emotional needs of each and every child. In an effort to meet the needs of the whole child, SANDCASP is committed to social justice, equity, diversity, and inclusion.

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|---|----------------|
| I. Introductions/Roll Call | Heather |
| a. The names of those present are checked above. | |
| b. Ice Breaker - Q & A | |
| c. Board Orientation - Thoughts and Ideas | |
| II. Approval of Minutes/Agenda | Heather |
| a. Approval of 05/18/22 Meeting Minutes | |
| i. Motion: Janet | |
| ii. Second: Cheyenne | |
| iii. 10 in favor, 1 abstained - Passed | |
| b. Approval of 8/13/22 Board Meeting Agenda | |
| i. Motion: Janet | |
| ii. Second: Linda | |
| iii. All in favor - Passed | |
| III. President's Items | Heather |
| a. Full acknowledgement of our Board members | |
| i. Board responsibilities were reviewed and Board Commitment forms were collected from those present. | |
| b. Discussion of Membership and Financial goals | |

- i. Discussion regarding SANDCASP's increased membership fee.
 - 1. Presenter/workshop costs have increased, especially for top presenters.
 - 2. The increase allows SANDCASP to make more donations to the community, partners/sponsors, etc.
 - c. Review of upcoming calendar of events (see end of meeting notes on the next page):
 - i. Legal Workshop 9/9/2022
 - 1. Registration opened on 8/7/2022. As of 8/13/2022, 44 people have registered.
 - 2. Volunteers? Heather will send an email if she needs any help with specific duties.
 - ii. Ideas for spring trainings
 - 1. Adrienne mentioned the possibility of doing an assessment-based training with WPS in the Spring. She will provide Heather with the contact info for the WPS Sales Representative as soon as possible.
 - d. How do we want to acknowledge National Suicide month in September?
 - i. Janet/Adrienne will share NASP/CASP, SAMHSA, etc., resources on social media and in the next News email. Linda will follow up with a blog post on the website.
 - ii. Additional suggestions:
 - 1. Events/Awards and/or Outreach Community Resources committee could plan something that coincides with the Legal Workshop (i.e., a fundraiser, an acknowledgement, information from SAMHSA/NASP/CASP, etc.).

IV. Financial Report

Jarrett

- a. Account Balances (as of 8/13/22 @ 1:55pm):
 - i. Mission Federal: \$5935.61
 - ii. PayPal: \$706.57
- b. Review and approval of our annual budget **Jarrett**
 - i. Approval to table this until next board meeting but approve the Legal Workshop presenter fee (\$1860) in the meantime:
 - 1. Motion: Rodrigo
 - 2. Second: Celeste
 - 3. All in favor - Passed

V. Committee Sign-Ups

All

- a. Workshops
 - i. Executive Cabinet: Heather, Dorothy, Adrienne, Jarrett, Celeste
- b. Membership
 - i. Cheyenne, Heather, Rodrigo
 - ii. Adrienne will provide instructions to the committee on how to verify memberships for workshops and address incomplete payments, as well as provide the log-in for the membership@sandcasp.com email address.
- c. Events/Awards
 - i. Sabrina, Kathy, Ann
- d. Media/E-mail
 - i. Adrienne (Mailchimp), Linda (GoDaddy), Janet (Facebook/Instagram/Twitter)
- e. Graduate Student Relations
 - i. Sabrina, Nick, Jarrett
- f. Outreach/Community Resources

- i. Cheyenne, Janet
- VI. CASP Region VII Representative Report** **Dorothy**

 - a. Dorothy provided an explanation of what it means to be an affiliate of CASP. Board discussed the benefits (e.g., SANDCASP is able to provide CEUs to members, CASP leads advocacy efforts, etc.).
- VII. Items Not on the Agenda** **All**

 - a. Bylaws
 - i. Heather provided a printed copy of the bylaws to each board member in attendance and asked that they read over them and make any notes/suggested edits.
 - ii. Brief discussion about the possibility of a Bylaws Committee.
 - iii. Discussion about modeling SANDCASP Bylaws after CASP's.
- VIII. Future Agenda Items** **All**

 - a. Mission Statement
 - i. Heather brought up that the SANDCASP Mission Statement seems to be more of a visionary statement. Discussion about the possibility of including *how* SANDCASP assists and supports our members, community, etc.
 - b. Review and Approval of Annual Budget.
 - c. Discuss the addition of a Bylaws Committee.
- IX. Adjournment** **Heather**

Calendar of Upcoming Events
(some events remain tentative)

Date	Event	Time	Location
08/18/2022	Executive Cabinet Meeting	TBA	TBA
09/09/2022	Legal Workshop	9:30am-3:30pm	Web Conference (via Zoom)
09/10/2022	CASP Affiliate Days	9am-12pm	Web Conference (via Zoom)
09/15/2022	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
09/30/2022	Kick-Off Event	TBA	TBA
10/06/2022	Executive Cabinet Meeting	TBA	TBA
10/12-15/2022	CASP Convention 2022	--	Universal City, CA
10/28/2022	Motivational Interviewing 101	8am-12pm	Web Conference (via Zoom)
11/07/2022	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
11/17/2022	Dr. Sattler Workshop	12:30-2:30pm	Web Conference (via Zoom)
12/06/2022	Motivational Interviewing 101	8am-12pm	Web Conference (via Zoom)
01/18/2023	Human Trafficking Workshop	TBA	Web Conference (via Zoom)
01/19/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
01/24/2023	Motivational Interviewing Cohort	TBA	Web Conference (via Zoom)
02/16/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
02/28/2023	Motivational Interviewing Cohort	TBA	Web Conference (via Zoom)
March 2023 (TBA)	SANDCASP Job Fair	TBA	TBA
March 2023 (TBA)	MTSS Workshop	TBA	TBA
03/28/2023	Motivational Interviewing Cohort	TBA	Web Conference (via Zoom)
April 2023 (TBA)	Dr. Feifer Workshop	TBA	Web Conference (via Zoom)
04/20/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
04/25/2023	Motivational Interviewing Cohort	TBA	Web Conference (via Zoom)
05/19/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
05/26/2023	SANDCASP End of the Year Event	TBA	TBA