



## San Diego County Association of School Psychologists

Board Meeting

Location(s): Heather's Home and Web Conference via Zoom

Date: 11/07/2022

Time: 5:00-6:30 pm

### Executive Cabinet

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

- ✓ Janet Coover
- ✓ Kathy Pawlukiewicz
- Linda Breslin
- ✓ Nicholas Riley
- ✓ Rodrigo Enciso
- ✓ Sabrina Carboni

### Board Members-At-Large

- ✓ Ann Mellon
- ✓ Cheyenne Sanford

### 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 administrators, teachers, support staff, students, and families 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.

- |   |                        |
|---|------------------------|
| <p><b>I. Introductions/Roll Call</b></p> <p>a. The names of those present are checked above.</p> <ul style="list-style-type: none"> <li>i. ✓ = In person</li> <li>ii. ✓ = Via Zoom</li> </ul>   | <p><b>Adrienne</b></p> |
| <p><b>II. Approval of Minutes/Agenda</b></p> <p>a. Approval of 09/15/2022 Meeting Minutes</p> <ul style="list-style-type: none"> <li>i. Motion: Dorothy           <ul style="list-style-type: none"> <li>1. Second: Kathy</li> <li>2. All in favor? Yes. Passed.</li> </ul> </li> </ul> <p>b. Approval of 11/7/2022 Board Meeting Agenda</p> <ul style="list-style-type: none"> <li>i. Motion: Dorothy           <ul style="list-style-type: none"> <li>1. Second: Cheyenne</li> <li>2. All in favor? Yes. Passed.</li> </ul> </li> </ul> | <p><b>Heather</b></p>  |
| <p><b>III. President's Items</b></p> <p>a. How are we using Volunteers (how do we want to encourage SANDCASP volunteers to participate)?</p>  | <p><b>Heather</b></p>  |

- i. [Volunteer letter](#)
  - ii. Brainstorm: Jarrett talked about how the Graduate Student Relations Committee will recruit volunteers on their end. Adrienne discussed that the intention of volunteers was to serve on the SANDCASP committees. Heather shared her concern about recycling board members and inactivity within the committees. Rodrigo spoke about how we could also put out a call for volunteers for certain events, etc. Rodrigo offered the notion that we should be very specific in the tasks we assign to volunteers and that “less is more” with this in mind.
- b. Job/Committee Descriptions Updates:
- i. [Commitments](#)
    - 1. Board Members: Please refer to the document above to make sure that you are doing all that you are supposed to within your committees. Also, any job duties that you find yourself doing that aren’t listed, please add them to the document.

#### IV. Board Member Items

All

- a. Discussion about offering Continuing Education Units (CEUs). (Adrienne)
- i. In the past, we have refunded workshop registrants who do not submit their CEU evaluation forms/quizzes on time. Other affiliates have a no refund policy. Should we consider this?
    - 1. Motion to not refund CEU payments for those who don’t attend (with disclaimer in the JotForm): Heather
      - a. 2nd: Cheyenne
      - b. All in favor? Yes. Passed.
  - ii. Should we have a “no CEUs for recordings” policy? In other words, should we make it so attendees have to attend workshops live in order to get their CEUs?
    - 1. Discussion of pros/cons: Dorothy indicated that it might decrease our attendance. Nick shared that maybe it should be based on the workshop style (i.e., more interactive vs. lecture). Adrienne shared that the difference is, those who opt to watch the recording for CEUs have to complete a quiz in addition to their evaluation form; the presenters have to provide the quizzes and sometimes charge for this.
    - 2. Motion to only allow those who attend a workshop live to earn CEU credits (whether recorded or not): Rodrigo
      - a. 2nd: Adrienne
      - b. In favor: Janet, Sabrina, Cheyenne, Rodrigo, Kathy, Dorothy, Nick, Adrienne
        - i. Objection: Jarrett
        - ii. Abstain: Ann
  - iii. Should we put a timeline on recordings?
    - 1. Motion to give people 30 days to view the recording: Heather
      - a. 2nd: Janet
      - b. All in favor? Yes. Passed.
- b. How is the Mission Statement Committee doing (Jarrett)
- i. Jarrett forwarded the updated Mission Statement to all board members. Please check your email.
  - ii. Vision statement to come.
- c. How is the By-Laws Committee coming along (Adrienne)
- i. In process. Committee has met once and has begun going over the Bylaws page by page.

**V. Financial Report****Jarrett**

- a. Account Balances (as of 11/5/22):
  - i. Mission Federal: 9,588.80 (+872.72) = **\$10,461.52**
  - ii. PayPal: 500
- b. The \$600 check to Dr. Rutchman was also sent out, but has not yet been withdrawn from the account.
- c. Dorothy shared that she communicated with our accountant regarding our taxes last month and will reach out to her again this month to see what our progress is.

**VI. Committee Reports****All**

- a. Workshops - Executive Cabinet
  - i. Feedback from/discussion about Motivational Interviewing 101/201 - 10/28/2022 & upcoming 12/06/2022 (Celeste)
    - 1. We had a total of 45 attendees for 101, but we had 67 registered. And, for 201, we have a total of 71 registered.
    - 2. What is going on with Motivational Interviewing Cohorts? Celeste will finalize dates/times with Rich and get back to the executive cabinet.
  - ii. Dr. Sattler - 11/17/2022 (Heather)
    - 1. Registration was launched on 09/09/2022
    - 2. As of 11/7/2022, 19 people have registered.
    - 3. Marketing - Attendees are required to purchase the book to attend the workshop. But, the workshop itself is free.
      - a. Plan for book distribution:
        - i. Attendees can pick up the book at Dr. Sattler's office in La Mesa for \$98 or have it shipped for \$114.
  - iii. Human Trafficking - 1/18/2023
    - 1. Let's figure out details and start publicizing.
      - a. Heather will meet with the Workshop Committee to get details ironed out.
      - b. Dorothy suggested we allow members to "bring a friend" for the member price (i.e., their counselor, etc.).
  - iv. Feifer - 3/15/2023
    - 1. Let's get this organized and planned. Rodrigo has taken the lead and will keep the executive board informed.
  - v. Rogers Behavioral Health - Anyone interested in organizing a bi-monthly training for members with Rogers? Cheyenne volunteered to take this on.
- b. Membership
  - i. Current Membership Total (as of 11/7/2022): 209
  - ii. Adrienne has sent our membership list to CASP on 9/10/2022 but hasn't heard back yet. She will follow up.
- c. Events/Awards
  - i. How did the Kick off Event go? What went well - what could we improve on? (Kathy)
    - 1. Kathy discussed continued challenges with getting people to come who are outside of the organization. However, for this particular event, we had a handful of new faces, which was nice.
  - ii. What about National School Psychology week? Did we get any ideas for next year?
    - 1. Heather, Adrienne, Rodrigo, and Dorothy were presented with a Proclamation for NSPW at the San Diego County Administration Building. Dorothy's husband is working to see if we can have the presentation aired on the news as he works for NBC.

2. Adrienne suggested that we try to do a raffle on Friday. Events/Awards Committee will plan something.
  3. Dorothy suggested an informal Happy Hour on Thursday. She will keep the board posted.
- d. Media/E-mail
    - i. All is well.
  - e. Graduate Student Relations
    - i. Nick shared that they are working with National University to visit school psychology graduate cohorts during their class time(s). They are waiting to hear back from Alliant, UMass, etc.
  - f. Outreach/Community Resources
    - i. Partnerships/tuition discounts have been set up with Alliant and UMass.
    - ii. Still working on assessment company connections.
- VII. CASP Region VII Representative Report** **Dorothy**
- a. Michael Hass is retiring and he is the editor in chief of Contemporary School Psychology.
  - b. CASP is working with NASP to make it easier for school psychologists coming or leaving the state to get their certification.
  - c. The PPS credential will be included in the Golden State Teacher Grant.
- VIII. Items Not on the Agenda** **All**
- a. Heather shared that she wants to do another workshop in the Spring, possibly assessment based. Please send her your suggestions.
- IX. Future Agenda Items** **All**
- a. None.
- X. Adjournment** **Heather**

**Calendar of Upcoming Events**  
(Note: Some events are tentative.)

Date	Event	Time	Location
11/07/2022	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
11/07-11/2022	National School Psychology Week	–	–
11/17/2022	Dr. Sattler Workshop	12:30-2:30pm	Web Conference (via Zoom)
12/06/2022	Motivational Interviewing 201	8am-12pm	Web Conference (via Zoom)
01/18/2023	Human Trafficking Workshop	12:30-3:30	Web Conference (via Zoom)
01/19/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
01/26/2023	Motivational Interviewing Coaching 1	5-6pm	Web Conference (via Zoom)
02/16/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
02/23/2023	Motivational Interviewing Coaching 2	5-6pm	Web Conference (via Zoom)
March 2023 (TBA)	SANDCASP Job Fair	TBA	TBA
03/15/2023	Feifer trauma & Fiefer/Enciso dyslexia	TBA	TBA
03/23/2023	Motivational Interviewing Coaching 3	5-6pm	Web Conference (via Zoom)
May 2023 (TBA)	TBA Assessment Workshop	TBA	Web Conference (via Zoom)
04/20/2023	SANDCASP Board Meeting	5-6:30pm	Web Conference (via Zoom)
04/27/2023	Motivational Interviewing Coaching 4	5-6pm	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	4pm	TBA