



**DRAFT Minutes
National Executive Board
Virtual Meeting
September 11, 2018 – 5:00pm-7:00pm EST**

I Board Members Present

Kathleen D. Sanz, NAFME President (2018-2020)
Mackie V. Spradley, NAFME President-Elect (2018-2020)
Denese Odegaard, NAFME Immediate Past President (2018-2020)
Marc E. Greene, President, Eastern Division (2017-2019)
John Combs, President, Northwest Division (2017-2019)
Michael Raiber, President, Southwestern Division (2017-2019)
Judy Bush, President, North Central Division (2018-2020)
Dian Eddleman, President, Southern Division (2018-2020)
Samuel Tsugawa, President, Western Division (2018-2020)
Scott Sheehan, Immediate Past President, Eastern Division (2017-2019)
Leyla Sanyer, Immediate Past President, North Central Division (2018-2020)
Sara Womack, Immediate Past President, Southern Division (2018-2020)
Russ Sperling, Immediate Past President, Western Division (2018-2020)

II Staff Members Present

Michael Blakeslee NAFME Executive Director
Chris Woodside, NAFME COO
Kim Henry, NAFME Executive Assistant & Board Liaison
Adriane Darvishian, Director of Strategic Governance Engagement

III Observers Present

Keith Hodgson, President-Elect, Eastern Division (2017-2019)
Scott Barnes, President-Elect, Northwest Division (2017-2019)
Mike Quilling, President-Elect, Southwestern Division (2017-2019)

IV Guests Present

Karen Salvador, President-Elect, North Central Division (2018-2020)
Renee Shane-Boyd, President-Elect, Western Division (2018-2020)

V Call to Order

President Kathleen D. Sanz called the meeting to order at 5:04pm on Tuesday, September 11, 2018.

VI Review and Adoption of Agenda (Appendix A)

IT WAS MOVED BY SHEEHAN, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY TO ADOPT THE AGENDA AND CONFIRM THE INTERIM ACTION AS PRESENTED WITH FLEXIBILITY AS DIRECTED BY THE PRESIDENT:

- *CONFIRMED APPROVAL OF THE NAFME MINUTES OF THE JUNE 26-27, 2018 NEB MEETING.*

IT WAS MOVED BY EDDLEMAN, SECONDED BY SHEEHAN, AND CARRIED UNANIMOUSLY TO CONFIRM THE INTERIM ACTION AS PRESENTED:

- *CONFIRMED AUTHORIZATION OF THE BUILDING SALE AT 1806 ROBERT FULTON DRIVE, RESTON, VA 20191*

IT WAS MOVED BY COMBS, SECONDED BY RAIBER, AND CARRIED UNANIMOUSLY TO ADOPT THE CONSENT AGENDA AS PRESENTED:

- *APPROVAL OF AUDIT COMMITTEE MEMBERS:*
 - *CHAIR: DENESE ODEGAARD, NAFME IMMEDIATE PAST PRESIDENT*
 - *RUSS SPERLING, WESTERN DIVISION IMMEDIATE PAST PRESIDENT*
 - *MIKE SHIFFLETT, CFO, NASSP*
- *APPROVAL OF PROPOSED CHANGE TO POLICY ON SRME/NAFME RESEARCH GRANTS*

VII Executive Session

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 5:11PM.

WITHOUT OBJECTION, IT WAS CARRIED UNANIMOUSLY TO RETURN TO REGULAR SESSION AT 5:27PM.

Guests and Observers were excused from the Executive Session at 5:11pm and returned into the meeting at 5:27pm.

The Board returned from Executive Session and reported out that it had discussed financial, budget, personnel, and program development issues.

VIII Reports

A Report of Chair, Executive Committee

President Sanz led a discussion on the current work on Diversity, Equity, Inclusion and Access, and the Standards. President Sanz requested the NEB provide continuous updates on the Standards work to the Reston office. President Sanz emphasized the work the national office staff currently does with the states regarding the Standards, and that work can be built upon, so the states can learn from one another how best to apply the Standards at the state level and get the Standards in some form in every state.

President Sanz reviewed the Division Meetings to date. At the end of the Division Meetings, President Sanz will provide a report to the NEB that will include work that can be shared out from each meeting.

President Sanz asked North Central President-Elect Karen Salvador to provide an update on the work of the Early Childhood Education SRIG in relation to the Power to Profession Movement. President-Elect Salvador informed the NEB of the need of the early childhood education community to unify. Music should be included in this dialogue. As these talks progress, President-Elect Salvador is requesting that NAFME consider issuing a letter regarding the competencies and the role of music in this process. In the next meeting, the focus will be on early childhood education specializations such as micro-credentialing and rewriting developmentally appropriate practice guidelines. President Sanz requested President-Elect Salvador keep the NEB informed of these talks.

B Report of Executive Director/CEO

Executive Director Mike Blakeslee highlighted, as requested by the NEB, a few items from the consolidated management report by the four strategic objectives. The board discussed the new methods of communications from the Office of the Executive Director to the NEB, and requested these same updates be provided to the state leadership. It was noted that these condensed monthly management reports were very informative and helpful to the NEB and would also be helpful to the states to keep abreast of the work of the NEB and the national office. Staff will create a format and provide the first update to state leaders in September 2018.

Mr. Blakeslee provided a legislative update to the board. The House of Representatives Appropriations Committee has approved their FY19 spending bill for Labor, Health and Human Services, and Education. The timing remains unclear as Congress just returned to session on September 4. The Senate returned from their one-week recess and has packaged together their Defense and Labor-HHS-Education bill. The bill passed and no amendments to ESSA funding were taken on the floor.

Mr. Blakeslee provided an update on Perkins-CTE. On July 31, President Trump signed the Strengthening Career and Technical Education for the 21st Century Act (H.R. 2353), the latest reauthorization of the Carl D. Perkins Act. This is a win for music education as this version of the Perkins Act includes mention of a well-rounded education (established by Sec. 8101 of ESEA/ESSA). By including the well-rounded education language, we are laying the groundwork for future recording engineers, music producers, audio visual technicians, composers and performers to receive high-quality, specialized music education. The key is that their education should go beyond technical considerations to address music literacy within public schools, supported by Perkins funds. Staff will continue to update the NEB on this legislation.

Mr. Blakeslee provided an update on the GAAME Act. Senator Jon Tester (D-MT) introduced a Senate companion of the GAAME (Guarantee Access to Arts and Music Education Act) Act on Aug. 29. The language mirrors the language used in the House. If passed, the legislation would provide articulating language to encourage school districts

to use their Title I, Part A Funds (school-wide and targeted assistance grants) to improve access to music and arts education for disadvantaged and low-income students, taught by certified music educators. The House version of the GAAME Act is now up to 61 cosponsors (3 Republicans).

Mr. Blakeslee provided an update on the 2018 NCMEA Advocacy Summit. NCMEA was a CMA Foundation Advocacy Award Recipient. NCMEA used the funds to host a day long workshop to empower music educators to become proactively involved in music education advocacy on the local, state and national level. Mr. Blakeslee will plan to continue to highlight the work of the award winners for the NEB.

Mr. Blakeslee provided a technology update to the NEB. The national office has interviewed six potential vendors and kept the State Technology Task Force apprised of the nature of those interviews. Discussions with the task force have included focus on what data is needed by different states to perform our collective business functions. The work is continuing at a pace to stay on target with the current timeline of an April/May launch of the new system. The task force will then transition to become beta testers for the system that is chosen.

Mr. Blakeslee provided an update on the Give a Note (GAN) Foundation in relation to NAFME. NAFME no longer provides financial and administrative support through a shared services agreement. NAFME Immediate Past President Denese Odegaard has been invited and accepted a position on the GAN board. Mr. Blakeslee retains the role of Secretary on the GAN board. This is a non-voting position on the GAN board. The next GAN board meeting is scheduled for Oct. 26. Separately, NAFME staff is working on a development plan to target donations for NAFME and will report out to the NEB at the November 2018 meeting.

Mr. Blakeslee informed the NEB of the progress with the *Teaching Music* publication. Staff interviewed three finalists out of six respondents to the RFP. Pending execution of a contract, we believe that we can move forward with the publication of four Teaching Music magazines per year and two poly-bagged supplements, as well as an app, for under our current costs. Also, NAFME has reached an agreement with SAGE, the publisher of *JRME*, to allow access to all members free of charge to the journal starting with the new volume year (April). NAFME will continue to charge a premium for members who order the print version. Any adjustments in costs can be handled within the existing budget.

Mr. Blakeslee provided an update to the NEB about the sale of the building in Reston. Contract negotiations have begun and NAFME is awaiting the next response from the buyer.

C Report on NAFME Elections

President Sanz reviewed the elections timeline provided to the NEB in the board book. President Sanz informed the NEB that NAFME Immediate Past President Denese Odegaard would be providing a report at the November 2018 NEB meeting on the nominating committee and the elections committee. NAFME Immediate Past President

Odegaard will chair both committees in their work in preparation for the upcoming 2020 NAFME elections.

D Report of Chair, Professional Development Committee

Professional Development Chair Denese Odegaard provided an update of the 2018 annual In-Service Conference. The deadline for pre-registration was September 7. There are 175 presenters and 197 total participants signed up for the conference. The forum leaders will meet next week to review the number of forum participants and decide how to best use that time together. With regard to promotion, the social media plan is coming into effect for the conference, as well as recordings from the opus leaders describing their sessions.

Professional Development Chair Odegaard provided an update on the 2020 combined conference. Planning meetings continue for these conferences. The work group is considering how best to involve Vision 2020, and how to transition to 2020 and having the researchers and K-12 to work together. Professional Development Chair Odegaard will have models for the 2020 conference for NEB consideration at the November board meeting.

Professional Development Chair Odegaard provided an update on mentoring. Matching the mentors and mentees has begun. The New Teacher Center has created online training and the program is ready to go for this year beginning October 1. Going forward, Professional Development Chair Odegaard along with the New Teacher Center will work with the Mentoring ASPA to explain the program and develop questions to assist in creating a survey for the mentors and mentees to provide constructive feedback on the program.

ANHE Chair Scott Sheehan provided an update on the 2018 All National Honors Ensembles event. All the music was delivered to the Reston office for distribution to the students in the program by the end of the week. Another planning meeting was held at the Reston office with staff on final details for the program. To date, Mr. Sheehan has not yet contacted conductors for the 2019 program. Mr. Sheehan requested guidance, as soon as practical, from the NEB on the future of the ANHE program before planning next steps for 2019.

Professional Development Chair Odegaard directed the NEB to the document provided regarding the future of NAFME Conferences. The document details a cost benefit analysis for the current contracts as well as deadlines to make changes to existing contracts. Chair Odegaard asked the NEB to review the document for discussion at the next NEB meeting so final decisions could be made as to the future of NAFME Conferences. The board decided to schedule an online meeting to discuss possible changes to the schedule for upcoming conferences for which space is already under contract.

E Report of Chair, Position Statement Committee

President-Elect Mackie Spradley led the review of the work of the Position Statement Committee to date. A meeting of the committee was held in August where recent position statements were reviewed as well as the duties assigned to the committee per policy. The committee listed outstanding position statements along with their status and their owners. The committee determined how best to organize the work to best determine priorities and how to get the work done moving forward. The committee will continue to meet on a regular basis and report out its work to the NEB. President-Elect Spradley requested Mr. Blakeslee invite Mr. Raiber to begin work on a NAFME Code of Ethics, given his interest in this area. Mr. Raiber has agreed to begin work on this topic.

IX Old Business

A List of 2018 Fall Division Board Meeting Dates

President Sanz reviewed the dates for the 2018 Fall Division Board Meetings. Staff has provided the Division Presidents with materials via PowerPoint on programs and advocacy from the national office. Division Presidents can use this material at the Division Board Meetings and the state MEA meetings if it is helpful with their planned presentations.

B List of 2019 Fall Division Board Meeting Dates

President Sanz reviewed the dates provided for 2019. Division Presidents were asked to review these dates and provide the ones not yet finalized as soon as possible. Staff will continue to update these dates for the Division Presidents.

C List of 2018-2020 NEB Meeting Dates

President Sanz reviewed the dates for the 2018-2020 NEB Meetings. President Sanz informed the NEB the March 2020 meeting will be in person and will be on the following dates: March 20-21, 2020, instead of March 24, 2020.

D Updating Travel Matrix for 2018-2020

President Sanz asked the NEB to provide their upcoming travel to state MEAs to ensure the travel matrix is kept up to date by staff.

E Common Agenda Items

President Sanz reviewed the common agenda items for the Fall Division Board Meetings:

- Collegiate voting
- Technology update
- Standards (OTL, MCA, etc.)
- Conversations on Diversity and Inclusion

- Setting fall 2019 meeting dates

F NASS 2019 dates and location

President Sanz reviewed the 2019 NASS dates of June 16-21, with NEB Orientation participant arrivals on June 15, and new location in Washington, DC at the Washington Hilton, located at 1919 Connecticut Ave, NW, Washington, DC.

X New Business

A Proposed Policy Change for Observer Role during Meetings

President Sanz led the discussion of the board on the proposed policy change for the role of Observers during meetings. The board discussed inviting the new Presidents-Elect to become Observers and to attend all NEB meetings, virtual and face to face. The budget impact of this decision was discussed and determined to be acceptable given the current budget. The board discussed this change would be asking volunteers for an additional year of service. It was determined the Observers would be invited, but not required, to attend all meetings.

IT WAS MOVED BY SPERLING, SECONDED BY GREENE, AND CARRIED UNANIMOUSLY TO ACCEPT THE CHANGES TO THE DIVISION OFFICER RESPONSIBILITIES POLICY, I.B.001, AS PRESENTED.

B Proposed Change to Policy on SRME/NAfME Research Grants

Approved in the consent agenda. See page 2.

XI Adjournment

IT WAS MOVED BY SANYER, SECONDED BY EDDLEMAN, AND CARRIED UNANIMOUSLY TO ADJOURN THE NATIONAL EXECUTIVE BOARD MEETING ON TUESDAY, SEPTEMBER 11, 2018 AT 7:00PM.

Respectfully Submitted,



Mike Blakeslee, Executive Director/CEO and CEO

Summary and notes formally taken by Kim Henry, Executive Assistant to the Executive Director/CEO.



**National Executive Board Agenda
Virtual Meeting
September 11, 2018 – 5:00pm-7:00pm EASTERN**

I	Review & Adoption of Agenda Confirm Interim Action:		Page 3
	<ul style="list-style-type: none"> • Minutes of the June 26-27, 2018 NEB Meeting • Building Sale Authorization 	Consent Consent	
	Confirm the Consent Agenda:	Consent	
	<ul style="list-style-type: none"> • Approval of Audit Committee • Approval of Proposed Change to Policy on SRME/NAfME Consent Research Grants 		
II	Executive Session		Page 4
	<ul style="list-style-type: none"> • Financial, Budget, Personnel, and Program Development Issues 	Discussion	
III	Reports		Pages 5-32
A	Report of Chair, Executive Committee	Discussion	Pages 5-14
	<ul style="list-style-type: none"> • Update on Diversity, Equity, Inclusion and Access • Update on Standards • Review of Division Board Meetings to date • Report on Audit Committee Structure • Report on new members of the Professional Development Committee 	Informational Informational Informational Consent Informational	
B	Report of Executive Director/CEO	Discussion	Pages 15-22
	<ul style="list-style-type: none"> • Management Reports (Appendix A & B) <ul style="list-style-type: none"> • End of Year Consolidated Report • July & August Monthly Management Reports • Summary of Actions & Follow-up • Financial Reports & Budget Update • Comparative Membership Report • Government Relations/Legislative Update • GAN Foundation/Development Update • Technology Update (Appendix C) 	Informational Informational Informational Informational Informational Informational	 Pages 16-18 Pages 19-20 Pages 21-22

	<ul style="list-style-type: none"> • Proposals for future of Teaching Music with Flexibility of Product • Free Member Access to JRME • Building Update 	Informational	
C	Report on NAFME Elections <ul style="list-style-type: none"> • Nominating Committee Timeline Review 	Informational	Pages 23-25
D	Report of Chair, Professional Development Committee <ul style="list-style-type: none"> • Update on 2018 Grapevine National Conference • Update on 2019 Kissimmee National Conference • Update on Combined 2020 Conference • Update on All National Honors Ensembles • USAAMB • Mentoring Update • Future Experiences Formats 	Informational	Pages 26-31
E	Report of Chair, Position Statement Committee <ul style="list-style-type: none"> • Code of Ethics • Priorities 	Informational	Page 32
IV	Old Business		Pages 33-50
A	List of 2018 Fall Division Board Meeting Dates	Informational	Page 33
B	List of 2019 Fall Division Board Meeting Dates	Informational	Page 34
C	List of 2018-2020 NEB Meeting Dates <ul style="list-style-type: none"> • March 2020 meeting In-Person, dates TBD 	Informational	Pages 35-38
D	Updating Travel Matrix for 2018-2020	Informational	Pages 39-43
E	Common Agenda Items for Division Board Meetings <ul style="list-style-type: none"> • Fall 2018 	Discussion	Page 44
F	NASS 2019 dates and locations	Informational	Pages 45-50
V	New Business		Pages 51-58
A	Proposed Policy Change for Observer Role during Meetings	Discussion	Pages 51-55
B	Proposed Change to Policy on SRME/NAfME Research Grants	Consent	Pages 56-58