



**North East Florida Association of School Psychologists**  
**2017 Executive Board Meeting Minutes**  
**February 6<sup>th</sup>, 2018**

Location: Crispers @ Regency  
 Time: 5:00 pm

Board Members present:

X	President	Lee Ray
X	President-Elect	Olive Mensah
X	Secretary	Felicia Proia
X	Treasurer	Eleanor Donohue-Blanchard
X	Member-at-Large	Victoria Gazarova
X	Member-at-Large	Susan Hatcher
X	Past President	Heather Lawson

**I. CALL TO ORDER – 5:08 pm**

**II. OFFICER REPORTS**

*President – Lee Ray*

- *Nothing to report*

*President-Elect – Olive Mensah*

- *Nothing to report*

*Past Present Report – Heather Lawson*

- *Nothing to report*

*Secretary’s report – Felicia Proia*

- *Nothing to report*

*Treasure’s report - Elli Donohue-Blanchard*

- *See treasurer’s report*

**III. ACTION ITEMS RELATED TO OFFICER REPORTS**

- None

**IV. MEMBER-AT-LARGE REPORTS**

*Member-at-Large – Susan Hatcher*

- Nothing to report

*Member-at-Large – Victoria Gazarova*

- nothing to report

**V. ACTION ITEMS RELATED TO MEMBER-AT-LARGE REPORTS**

- None

## **VI. OLD BUSINESS**

- 2018 Annual Training -*Wednesday, March 7<sup>th</sup>, 2018*
  - Second speaker for our training: Concerns raised regarding points for training with only one speaker; since we have not submitted our proposal for points, we have some flexibility; collaborative learning was proposed that focused on NASP communicate with the support of our NASP approved speaker, Dr. Gene Cash; further efforts to find individuals that have been through due process was proposed through an ad-hoc committee; at this time, Dr. Cash is our fall back for the full presentation; Elli will follow up with Dr. Cash to stay the entire day;
  - In-Service: Susan will follow up on Andy by Friday, February 9<sup>th</sup>, to have points submitted to DCPS ERO; Susan will also draft up a separate sign-in form for the DCPS employee ERO documentation;
  - SPOTY Award: Dr. Valery Buckley of Duval County was nominated by Heather Lawson; No other submissions were available for review at the time of this meeting; Dr. Buckley confirmed by board as recipient of 2018 NEFASP School Psychologist of the Year Award; Placard will be ordered from CrownAward.com (account# 59637541); budget proposed to be a max of \$75; Felicia will order and follow up with treasurer for payment;
  - Certificate of Attendance will be printed at Office Depot and CPD credits will be included on the certificate; Felicia will draft and send order after review by board;
  - NEFASP Recognition of Excellence discussed; Andy, supervisor, and social workers Greg or Crystal proposed; Crystal Baldwin was decided as our nominee; Susan will write up nomination and will frame and present a certificate at the training;
  - See attached NEFASP Training Planning Notes for full timeline and duties;

## **VII. NEW BUSINESS**

- Elections
  - We need nominations for a President-Elect and two Member-at-Large executive board positions; it was proposed that Lindsey Knighting be nominated for Member-at-Large; Susan will reach out to her and see if she is interested;
  - Felicia will draft an email for a call to nominations and send out to membership by Sunday, 2/11/18;

## **VII. ACTION ITEMS RELATED TO OLD AND NEW BUSINESS**

- Elli will follow up with Dr. Cash to stay the entire day of the training;
- Susan will follow up with Andy by Friday, February 9<sup>th</sup>, to have points submitted to DCPS ERO;
- Susan will draft up a separate sign-in form for the DCPS employee ERO documentation;
- Felicia will order placard and follow up with treasurer for payment;
- Felicia will draft Certificate of Attendance and send order to Office Depot after review by board;
- Susan will write up nomination for Recognition of Excellence and frame and present certificate to Crystal Baldwin at the training;
- Susan will reach out to Lindsey Knighting and see if she is interested in Member-at-Large position;
- Felicia will draft an email to call for nominations and send out to membership by Sunday, 2/11/18;

**VIII. ADJOURNMENT - 6:00 pm**