

# MIC3

MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

2019 Annual Business Meeting

October 23-24, 2019



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October 23, 2019

Dear Commissioners, Designees, and Annual Meeting Attendees:

Welcome to Colorado Springs and to the Commission's Annual Business Meeting. How fitting it is that we are meeting this year in a city whose elevation towers at more than 6,000 feet – because the Interstate Compact is truly soaring to new heights!

We're embarking on some exciting new ventures together. At this Annual Business Meeting we will finalize our new Strategic Plan, which will continue to advance the Compact in service of military-connected children. The recently created National Guard and Reserve Task Force will spend this next year collecting and analyzing data to determine the needs of reserve component families for the protections of the Compact. We have begun the effort to provide our services to the families of commissioned officers of the U.S. Public Health Service and the National Oceanic and Atmospheric Administration. And we will have the opportunity to consider partnering with more organizations that can aid us in our work to raise public awareness of the needs of military-connected children and the services we provide them.

As we enter this new period of growth and evolution for this Commission, I would be remiss in not expressing my gratitude to so many people: our ex officio organizations, who have helped us immensely during our first dozen years, and will continue to do so for many more; our first rate National Office staff – Executive Director Cherise Imai, Training and Operations Associate Lindsey Dablow, and Communications and Outreach Associate Beth Workman – who consistently achieve excellence in all they do, including the preparations for this Annual Business Meeting; the outstanding network of School Liaison Officers from all branches of the service, who daily solve so many issues for military families before they can become problems; and most of all, you, my fellow Commissioners, who have striven so tirelessly to implement the Compact within your respective states. It's been an honor to serve with you as we continue to fulfill our vision of ***“successful educational transitions.”***

Respectfully,

A handwritten signature in black ink that reads 'John I. Kaminar'. The signature is written in a cursive, flowing style.

John I. Kaminar

Commission Chair and Arkansas Commissioner



## **PUBLIC NOTICE**

### **NOTICE OF PUBLIC MEETING**

In accordance with Article VI, Section 1 of the Bylaws for the Military Interstate Children's Compact Commission (MIC3), and the Government in Sunshine Act, 5 U.S.C. § 552b, the organization hereby gives notice of the Annual Meeting of the Commission:

**Title:** MIC3 Annual Business Meeting  
**Date:** Wednesday, October 23, 2019, 7:00 a.m. MST to Thursday, October 24, 2018 at 5:00 p.m. MST  
**Place:** Antlers Hotel  
4 South Cascade Avenue  
Colorado Springs, CO 80903

The meeting agenda may be found at: [www.mic3.net](http://www.mic3.net), or requested by email to [mic3info@csg.org](mailto:mic3info@csg.org)

An individual or representative wishing to testify should register\* prior to the meeting. Testimony must be related to an item that is on the agenda and such person shall be required to identify the agenda item to be addressed by the testimony. Each individual or representative of an organization is allotted three (3) minutes, or an amount of time otherwise designated by the Chairperson, to provide testimony to the Commission.

Persons requiring special assistance or services, such as a sign language interpreter, should call Lindsey Dablow at (859) 244-8067 at least ten (10) business days before the meeting.

**\*Interested persons may submit notice to the Commission of their intent to attend and submit written comments to:**

Cherise Imai  
Executive Director  
Military Interstate Children's Compact Commission  
1776 Avenue of the States  
Lexington, KY 40511  
Email: [cimai@csg.org](mailto:cimai@csg.org)  
Phone (859) 244-8069  
Fax (859) 244-8001

## **NOTICE OF PROPOSED BY-LAW CHANGE – ARTICLE VII COMMITTEES**

A change to **Article VII – Committees – Section 2. Other Committees** is scheduled for vote at the 2019 Annual Business Meeting on October 23-24, 2019.

**Article I – Section 3. Bylaws.** *As required by the Compact, these By-laws shall govern the management and operations of the Commission. As adopted and subsequently amended, these By-laws shall remain at all times subject to, and limited by, the terms of the Compact.*

Members will be asked to vote on the proposed by-laws change to the Other Committees as outlined in Article VII in the Commission By-Laws during the Commission’s Annual Business Meeting, scheduled for:

**Date:** Thursday, October 24, 2019  
**Time:** 8:30 AM MST  
**Location:** Antler’s Hotel  
**Address:** 4 South Cascade Avenue; Colorado Springs, CO 80903  
**Room:** Heritage D, E, F

The full text of the proposed amendment is shown below.

Questions may be submitted to:

Cherise Imai, Executive Director  
Military Interstate Children’s Compact Commission  
1776 Avenue of the States  
Lexington, KY 40511  
Email: [cimai@csg.org](mailto:cimai@csg.org)  
Phone (859) 244-8069

### **PROPOSED BY-LAWS LANGUAGE**

#### **Article VII Committees**

##### ***Section 1. Executive Committee.***

The Commission may establish an executive committee, which shall be empowered to act on behalf of the Commission during the interim between Commission meetings, except for rulemaking or amendment of the Compact. The Committee shall be composed of all officers of the Interstate Commission and the chairpersons of each committee. The procedures, duties, budget, and tenure of such an executive committee shall be determined by the Commission. The power of such an executive committee to act on behalf of the Commission shall at all times be subject to any limitations imposed by the Commission, the Compact or these By-laws.

##### ***Section 2. Other Committees.***

The Commission may establish such other committees as it deems necessary to carry out its objectives, which shall include, but not be limited to Finance **Committee**, Rules **Committee**, Compliance **Committee**, Training **Committee**, Communications and Outreach **Committee**, and **Leadership Nomination**. The composition, procedures, duties, budget and tenure of such committees shall be determined by the Commission.

## **BACKGROUND**

In 2016, the Executive Committee recognized the need to develop a formal succession planning process to ensure leaders were identified and mentored for organizational leadership and sustainability. In response, the EXCOM appointed an Ad Hoc Committee to examine and develop a program that was transparent and fair for interested members. In 2017, this committee was also tasked to oversee the electoral process. In 2019, the current Ad Hoc LDC has recommended the committee be made permanent, which requires a Bylaws change.



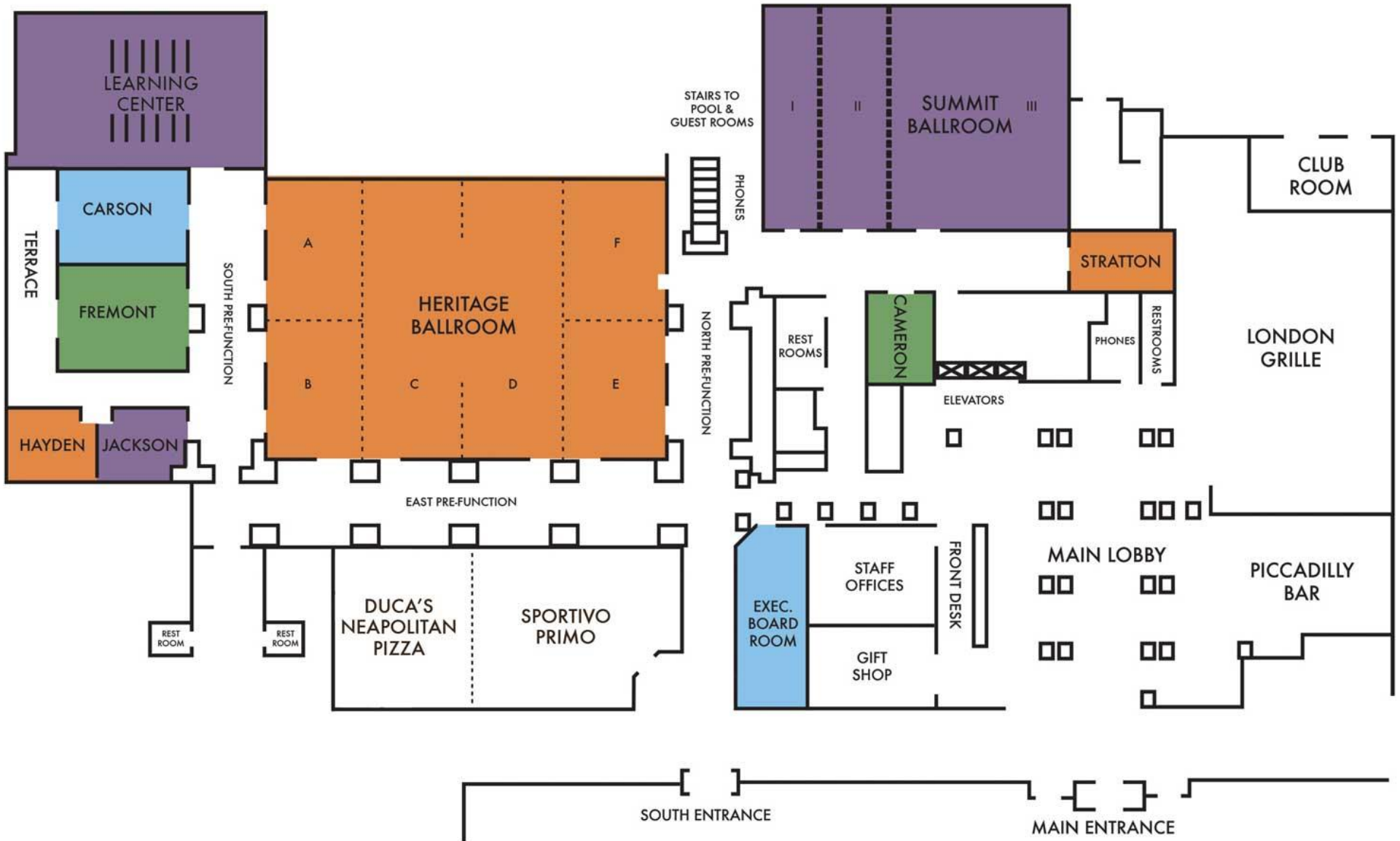
## ITINERARY

Time	Wednesday, October 23, 2019	Room
7:00 AM	<b>Breakfast</b>	<b>Summit II</b> Summit II - Seating     Stratton - Food Buffet
8:00 AM	<b>Commissioner Session</b> (Commissioners, Designees, Ex-Officio) - <a href="#">ref Commissioner Only Session Agenda</a>	<b>Summit I</b>
9:45 AM	<b>Break</b>	North Pre-Function
10:00 AM	<b>General Session</b> (All Attendees) - <a href="#">ref General Session Agenda</a>	<b>Heritage D, E, &amp; F</b>
12:00 PM	<b>Lunch</b>	<b>Summit II</b> Summit II - Seating     Stratton - Food Buffet
1:00 PM	<b>General Session</b> Strategic Plan Briefing Executive and Committee Reports	<b>Heritage D, E, &amp; F</b>
3:45 PM	<b>Break</b>	North Pre-Function
4:00 PM	<b>Standing Committee Meetings</b> Finance Compliance Rules Communications and Outreach Training	<b>Heritage D, E, &amp; F</b> <b>Summit I</b> <b>Cameron</b> <b>Jackson</b> <b>Hayden</b>
5:00 PM	<b>Meeting Recessed</b>	
5:30 PM	<b>Evening Reception</b> hosted by the Military Impacted Schools Association (MISA) <span style="color: red;">Buses depart from Antlers for USAF - 5:30 PM</span> <span style="color: red;">Buses return from USAF to Antlers - 8:30 PM</span>	<b>USAF Academy</b>

Time	Thursday, October 24, 2019	Room
7:00 AM	<b>Breakfast</b>	<b>Summit II</b> Summit II - Seating     Stratton - Food Buffet
8:00 AM	<b>General Session Reconvenes</b> Panel	<b>Heritage D, E, &amp; F</b>
9:30 AM	<b>Breakout Sessions</b> 1. Duties & Responsibilities of a Commissioner and State Councils 2. Case Studies 3. Legal Perspectives: Answering the Hard Questions	<b>Cameron</b> <b>Jackson</b> <b>Summit I</b>
10:45 AM	<b>Break</b>	North Pre-Function
11:00 AM	<b>Breakout Sessions</b> 1. Duties & Responsibilities of a Commissioner and State Councils 2. Case Studies 3. Legal Perspectives: Answering the Hard Questions	<b>Cameron</b> <b>Jackson</b> <b>Summit I</b>
12:00 PM	<b>Lunch</b>	<b>Summit II</b> Summit II - Seating     Stratton - Food Buffet
1:15 PM	<b>General Session Reconvenes</b>	<b>Heritage D, E, &amp; F</b>
5:00 PM	<b>Closing and Adjournment</b>	



# The Antlers Meeting Space



## 2019 Annual Business Meeting

### Breakout Sessions

#### Purpose:

- Engage participants
- Support the implementation of or gain a better understanding of the Compact
- Provide the opportunity to share your thoughts and/or experiences

#### I. Duties and Responsibilities of a State Commissioner and State Councils

This session will provide insights into the duties and responsibilities of a State Commissioner in relation to the Commission and their State Council. It will provide an overview of the State Council, their function, and the role of the Commissioner. This session will also feature Compact Rules related to the office of Commissioner, how cases move through the chain of command, and how to engage military representatives. This session is designed to assist new Commissioners, as well as, those who want to better understand the role of the Commissioner and the State Council in their state.

#### II. Case Studies

The Case Studies breakout session uses small group discussion and guiding questions to analyze actual cases that have been addressed to the Commission. The purpose is to deepen Commissioners' understanding of how to apply the Articles and Rules to resolve transitional cases. Participants may wish to bring a laptop or tablet in order to access MIC3 materials online.

#### III. Legal Perspectives: Answering the Hard Questions

Have you ever asked yourself, "Is that covered under the Compact?" This session allows participants to have candid discussion with the Commission's General Counsel, Rick Masters, Compliance Chair Daron Korte (MN), and Rules Chair Mary Gable (MD). Moderated by Commission Vice Chair Laura Anastasio (CT) this is an opportunity to ask the hard questions regarding Compact provisions. The session will also address best practices, necessary resources, and feedback on what works and what doesn't.

**2019 Annual Business Meeting  
Commissioner Info Session Agenda**

**October 23, 2019, 8:00-9:45 AM Mountain Time**

**Antlers Hotel, Colorado Springs, CO  
Room: Summit I**

Attire: Business

1. Welcome (*Don Kaminar*) **5 min**

2. Introductions **5 min**

Updates:

3. Finance 101 (*Bob Buehn*) **30 min**

4. Compliance **10 min**

- a. Annual Reporting Deadlines
- b. Commissioner Checklist (*Daron Korte*)

5. Unique Cases: Form and List (*Mary Gable*) **10 min**

6. New Commissioner Mentoring Program (*Ernise Singleton*) **10 min**

7. Website Walkthrough (*Beth Workman*) **10 min**

8. National Office Training and Support (*Lindsey Dablow*) **10 min**

9. ABM Travel Reimbursements (*Lindsey Dablow*) **5 min**

10. Questions (*Don Kaminar*) **10 min**

11. Close and Wrap-up

An Evening Reception hosted by the ***Military Impacted Schools Association*** (MISA)  
will be held at the U.S. Air Force Academy.

Buses will leave the hotel at 5:30pm and depart the Academy at 8:30pm.

Attire: Business/Casual

	<p style="text-align: center;"><b>Policy Number</b></p> <p style="text-align: center;"><b>01-2014</b></p>
<p style="text-align: center;"><b>Administrative Policy</b> TRAVEL POLICY AND REIMBURSEMENT GUIDELINES</p>	<p><b>Issued:</b> August 11, 2014 <b>Revised:</b> August 15, 2019, April 20, 2018, June 15, 2017, October 3, 2016</p>

## I. General Information

- a. Personnel travelling on authorized MIC3 business are expected to retain **all** receipts (**BOTH itemized and credit card receipts**) and submit them with their expense form.
- b. For Annual Business Meetings (ABM), MIC3 will reimburse the Commissioner, Designee or Proxy for: ground transport or mileage to/from the departure airport; airport parking fees; airfare and standard baggage fees; ground transportation (taxi or shuttle) to the hotel/lodging; and meals (no alcohol).
  - i. ABM hotel/lodging days (authorized for the meeting) will be billed directly to MIC3's account.
  - ii. The traveler will be charged directly by the hotel for any dates that are outside (prior to or post-meeting) of the authorized meeting dates.
  - iii. MIC3 will not reimburse incidental charges such as entertainment, personal phone calls, and in-room snacks or bar purchases.
- c. If travelling on other MIC3 business, the Executive Director will confirm the logistics and reimbursable expenses with the traveler prior to travel.

## II. Receipts

- a. **All receipts submitted for reimbursement must be itemized and notated with the item(s) being claimed. A credit card receipt with just an amount is not reimbursable.**
- b. Meals: a minimum, maximum nor per diem is specified, however actual and 'reasonable' meal expenses (including gratuities) will be reimbursed.
- c. Alcohol: is not reimbursable and should be deleted from any receipt and the amount adjusted accordingly. If possible, separate any alcohol expense from your meal expense.
- d. Hotel/lodging: the invoice must include the name/location of hotel, guest name(s), date(s) of stay, and a breakdown of charges for lodging, meals, telephone and any incidentals.

- e. Tips: It's understood that tips (hotel housekeeping, etc.) are discretionary and a receipt may not be available. These expenses may be claimed on the expense reimbursement form under "Other" with the type of tip (baggage, housekeeping, etc.).

### III. Air Travel

- a. Individuals are required to book air travel a minimum of **30 days** prior to the date of travel.
- b. MIC3 will only reimburse for coach/economy-class air fares. First class travel is allowed only when the fare is no higher than the coach/economy-class air fare or if a participant opts to use frequent flyer points for a first-class upgrade.
- c. Flights costs are automatically authorized up to \$700. You must obtain approval from the Executive Director to exceed this amount.
- d. Fees not authorized include:
  - i. Ticket change fees - Extenuating circumstances may be considered.
  - ii. Excess baggage fees - Standard fees are authorized.
  - iii. **Seat upgrade charges**

### IV. Use of a Privately-Owned Vehicle (POV)

- a. Rate. The current reimbursement rate for a privately-owned vehicle is **.53.5** cents per mile as of January 1, 2017. This rate is based on the IRS standard business mileage rates.
- b. When using a personal vehicle, the maximum reimbursement for all travel expenses will be calculated as follows:
  - i. The maximum, including mileage, tolls and lodging, is limited to no more than the normal expenses that would have been incurred if commercial air had been used.
  - ii. A valid airfare cost comparison must be submitted with the travel voucher. The cost comparison must be obtained at least **THREE** weeks prior to the departure date of the trip. If the traveler must take a last-minute trip (inside three weeks of the departure date), then the cost comparison must be run on the day it is learned the trip must be made, and this explanation must be given on the travel voucher.
  - iii. The national office reserves the right to conduct their own cost comparison should it be required.
- c. Documentation (map)
  - i. 0 to 100 miles - Odometer reading and/or a map showing miles coinciding with the dates of travel.
  - ii. Greater than 100 miles – A map showing miles coinciding with the dates of travel is **required**.
  - iii. Greater than 500 miles – A map showing miles and documentation of the public carrier rate coinciding with the dates of travel is **required**.
- d. Gas is not reimbursable when using a POV.

- e. Note: Individuals are responsible for any traffic tickets/citations issued while traveling in a POV or a rental car on MIC3 business. MIC3 is not liable for any accidents or damage resulting from travel associated with MIC3 business.

**V. Car Rental**

- a. Is **not** an approved method of transport unless prior authority has been granted and it can be shown that it is a cheaper or comparable method of transport than air,
  - i. Rental charges should be net of any discounts and will be limited to the rental cost of compact or standard size cars.
  - ii. Valet parking - the traveler shall attempt to utilize self-parking if available. Valet may be allowable if there is no other option available or it has been discounted to the rate of regular parking for the purpose of the meeting in question.

**VI. Ground Transportation**

- a. If travel is by air, traveler shall attempt to utilize a shuttle or taxi to and from the hotel/lodging.

**VII. Transportation to/from Home/Work and Airport**


- a. If the traveler plans to take public transportation (subway, bus, or tram), taxi or shuttle to/from the airport – the roundtrip travel fare may be claimed.
- b. If the traveler is dropped off/picked up at the airport by a friend or family member, only one-way travel mileage may be claimed for each trip. Airport parking fees incurred while a family member waits for the traveler upon his/her return are not eligible for reimbursement.
- c. If the traveler utilizes airport parking for their personal vehicle, the round-trip mileage travel and airport parking fees may be claimed.

**VIII. Hotel/Lodging** (applies to travel other than the Annual Business Meeting)

- a. If an overnight stay is necessary, hotel/motel accommodations should be based on a preferred rate plus applicable taxes. Inquire with MIC3 on the rate for your travel area.
- b. MIC3 will not reimburse incidental charges such as entertainment, personal phone calls, and in-room snacks or bar purchases.
- c. The hotel/lodging invoice must include the name/location of hotel, guest name(s), date(s) of stay, and a breakdown of charges for lodging, meals, telephone and any incidentals.

**IX. Expense Reimbursement** (Expenses are typically reimbursed at the conclusion of the event, although travel advances may be requested.)

- a. All travelers must complete and submit claims using the **Non-CSG Expense Reimbursement** form. A downloadable, fillable form can be found at: <http://mic3.net/pages/resources/resources.aspx>
- b. Deadlines: Forms should be submitted no later than **30** days following the trip/event. If they are received beyond this window, the traveler may be asked to provide a written justification. Note: Expense claims are normally processed each Monday, and reimbursements are usually mailed on Friday.
- c. Expense Reimbursement forms must be scanned/emailed to [mic3info@csg.org](mailto:mic3info@csg.org). If email is not available, mail forms to: *MIC3, 1776 Avenue of the States, Lexington, KY, 40511.*
- d. A guide to the completion of the reimbursement form can be found at: <http://bit.ly/2gfktRm> or [www.mic3.net](http://www.mic3.net) under Resources, *Expense Form Completion*.
- e. Should you have any questions, please contact MIC3.

	<p style="text-align: center;"><b>Policy Number</b></p> <p style="text-align: center;"><b>01-2015</b></p>
<p style="text-align: center;"><b>Administrative Policy</b> AWARDS POLICY</p>	<p style="text-align: center;"><b>Issued:</b> October 3, 2016 <b>Revised:</b> February 13, 2019</p>

This policy has been created to define the process for recognizing individuals and organizations. The awards program recognizes individuals for tenure, service, position, or noteworthy contribution to the Commission and its mission.

**i. Awards**

- a. Cheryl Serrano Leadership Award - Gavel
- b. Norman Arflack Leadership Award - Framed Certificate and Coin
- c. MIC3 State Service Award - Certificate and Paperweight
- d. MIC3 Community Award - Certificate and Coin


**ii. Cheryl Serrano Leadership Award**

- a. Recognizes the current Chair for outstanding leadership of the Commission through the enhancement of the mission and vision of the Compact.
- b. The award is presented to the outgoing Chair of the Commission (Chair) with approval of the Executive Committee (EXCOM).
- c. Timeline and venue for the presentation is dependent on the outcome of the elections at the Annual Business Meeting (ABM), unless the Chair has notified the national office they will not be seeking an additional term, or they resign during their 12-month tenure.

**iii. Norman Arflack Leadership Award**

- a. Recognizes an outgoing individual whose outstanding leadership on the EXCOM in a position other than Chair, has enhanced the mission and vision of the Compact. The nominee is a State Commissioner who has served in an elected position of Vice Chair or Treasurer; or was appointed to a Standing Committee Chair position. The nominee must have served, at minimum, one full term.
- b. The nomination is made by the Executive Director to the Commission Chair for approval.



	<p align="center"><b>Policy Number</b></p> <p align="center"><b>01-2015</b></p>
<p align="center"><b>Administrative Policy</b> AWARDS POLICY</p>	<p><b>Issued:</b> October 3, 2016 <b>Revised:</b> February 13, 2019</p>

- c. Timeline is dependent on the elections at the ABM. The award will be mailed within 4-6 weeks; or if practical, presented in-person.

**iv. MIC3 State Service Award**

- a. Recognizes an outgoing State Commissioner whose outstanding leadership and or role has been essential to ensuring their state’s implementation of the military interstate compact.
- b. The nomination is made by the Executive Director to the EXCOM for approval upon confirmation of the resignation or the term end of the nominee.
- c. The award will be mailed within 4-6 weeks.

**v. MIC3 Community Award**

- a. Recognizes a Commissioner or and individual whose outstanding leadership and/or role has been essential to ensuring a state’s implementation of the military interstate compact. The nominee may be a Commissioner, member of the State Council or another deserving individual who has shown the same traits in support of the Compact.
- b. The nomination is made by the State Commissioner or the Executive Director. The Executive Director is responsible for approving the award. The award will be mailed within 4-6 weeks to the State Commissioner.

	<p align="center"><b>Policy Number</b></p> <p align="center"><b>01-2016</b></p>
<p align="center"><b>Administrative Policy</b> FINANCE POLICY</p>	<p align="center"><b>Issued:</b> October 3, 2016</p>

This policy has been created to define the process for financial and budgetary documents on behalf of the Military Interstate Children's Compact Commission (MIC3).

**Financial Records**

A folder will be designated on the MIC3 shared drive for each fiscal year. Each folder will have folders designated for the following materials:

- I. Budget
- II. Dues
- III. Travel Reimbursements
  - a. Staff
  - b. Commissioners
  - c. Annual Meeting participants
- IV. Credit cards
- V. Tax Documentation
- VI. Audits

**I. Budget**

Beginning in FY17, budgetary documents and spreadsheets will be broken down quarterly to correspond with the meeting of the MIC3 Finance Committee. Monthly finance reports (Balance, Revenue and Expense, and Detail) will be placed in the corresponding quarterly folder.

**II. Dues**

Dues folder will contain separate folders for the invoices and payments. All incoming dues payments must be marked with the corresponding state or states abbreviations

Resides numbers for the year and the dues spreadsheet should remain as separate files from these folders.

**III. Travel Reimbursements**

Travel reimbursements will have separate folders for each staff member and the members of the Executive Committee. Other folders can be created as the needs arise.

	<p align="center"><b>Policy Number</b></p> <p align="center"><b>01-2016</b></p>
<p align="center"><b>Administrative Policy</b> FINANCE POLICY</p>	<p align="center"><b>Issued:</b> October 3, 2016</p>

These folders are for reimbursement outside of the Annual Meeting. Once completed and approved by executive director, they are to be filed electronically.

**a. MIC3 Employee Expense Reports**

- i. Reimbursements for travel expenses, business meals, or other approved costs will be made only upon the receipt of a properly approved and completed expense reimbursement form (see further policies under “Travel and Business Entertainment”).
- ii. All original receipts must be attached, including itemized receipts for meals, and a brief description of the business purpose of trip or meeting must be noted on the form.
- iii. Expense reports for multiple party dinners should have the guests listed to eliminate the possibility of double payments of expenses. MIC3 travel policies shall apply to non-MIC3 participants.
- iv. Expense reports will be processed for payment on Thursday if received before noon on Monday.
- v. Expense reports submitted without proper approvals, original receipts or documentations or are otherwise incomplete will be returned without payment.

**b. Commissioners**

- i. Commissioners traveling and presenting on behalf of the Commission outside of the Annual Meeting will follow the guidelines in the *MIC3 Administrative Policy #1-2014: TRAVEL POLICY AND REIMBURSEMENT GUIDELINES*
- ii. Using the following guidelines will ensure upon receipt of a claim, it is processed without an unnecessary delay.
- iii. Expense reports should be submitted no later than 30 days following the trip/event. If expenses are submitted beyond the 30-day window, individuals may be asked to provide a written justification as to why the expense report is being submitted late.

	<p align="center"><b>Policy Number</b></p> <p align="center"><b>01-2016</b></p>
<p align="center"><b>Administrative Policy</b> FINANCE POLICY</p>	<p align="center"><b>Issued:</b> October 3, 2016</p>

- iv. With immediate effect, it is now acceptable to submit expense forms electronically, via email. Original, itemized receipts are still required. These can be scanned and emailed along with the expense form to rpryor@csg.org. You can still submit them via regular mail if preferred.
- v. A guide to the completion of the expense form can be found via the Resources page at [www.mic3.net](http://www.mic3.net).

**c. Annual Business Meeting - Commission**

All travel reimbursements and the corresponding expense chart will be filed under the Annual Business Meeting folder. The reimbursement should be filed with the name and state of the commissioner, commissioner designee, or temporary appointment.

**IV. Credit Cards**

Credit Card reconciliation is completed each month by the card holders. Once completed and coded according to the guidelines from the Council of State Governments, and approved by the Executive Director, the bill and the receipts should be scanned and filed electronically under the card holders name.

In the event that a card is hijacked, lost or stolen, a written record and all paperwork needs to be filed under the cardholder's name in the event that it is needed for audit purposes. If a card is replaced a new folder should be created under the cardholder's name to distinguish the old card from the new. Paperwork regarding lost or stolen cards MUST be obtained and shared through Staff Accountant/AP Coordinator at CSG.

**V. Tax Documentation**

This includes W9 and any state paperwork needed for the processing of the dues to the Commission. Any change in the documentation or state paperwork should be filed promptly. If dealing with a state, the file name needs to include the appropriate state abbreviation.

**VI. Audits**

This file will include a list of material requested annually by the auditor and instructions for the audit. All materials needed for the audit should be placed in the audit folder on the MIC3 share drive as they are completed.

 <p><b>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</b></p>	<p><b>Policy Number</b> <b>02-2016</b></p>
<p><b>Administrative Policy</b> RECORDS RETENTION POLICY AND GUIDELINES</p>	<p><b>Issued:</b> October 3, 2016</p>

**I. Objective**

To ensure that records and documents produced by the Military Interstate Children's Compact Commission (MIC3) are adequately protected.

**II. Applicability**

This policy applies to all physical and electronic records produced by MIC3. Records and documents produced by the Council of State Governments (CSG) on behalf of its Affiliates are maintained in accordance with policies and procedures established by CSG. See Schedule B. This policy is not applicable to records or documents produced by member states which are maintained in accordance with policies and procedures established by their respective states.

**III. Administration**

The Executive Director in conjunction with the CSG is responsible for the implementation and administration of the record retention schedule shown in Schedule A.

**IV. Suspension of Record Disposal in the Event of Litigation or Claims**

In the event MIC3 becomes party to a court action, a government investigation, or audit, the disposal of any and all records and documents shall be suspended until such time as the Executive Director, with the advice of counsel, determines otherwise.

**V. Record Keeping**

When an employee disposes records in accordance with the schedule outlined in Schedule A, the employee shall prepare a written log identifying the records and documents destroyed, the date destroyed and by whom. The logs are to be maintained by the Executive Director.

**SCHEDULE A RECORD RETENTION SCHEDULE (MIC3)**

**a. Financial Records**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Budget	5 years
Dues documentation	5 years
Travel Reimbursements	7 years
Credit card documentation	5 years
W9s	Permanent

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 <p><b>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</b></p>	<p><b>Policy Number</b> <b>02-2016</b></p>
<p><b>Administrative Policy</b> <b>RECORDS RETENTION POLICY AND GUIDELINES</b></p>	<p><b>Issued:</b> October 3, 2016</p>

Audits	5 years
Hotel Contracts	3 years after expiration

**b. Commission and Committee Materials**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Minutes	Permanent
Agendas	Permanent
Committee rosters	Permanent
Training materials	3 years
Toolkits	3 years
Strategic plans	Permanent
Annual Reports	Permanent
By-laws	Permanent
Rules	Permanent
Policies and Procedures	Permanent
Audio recording of Committee/ Commission Meetings	3 years

**c. Internal documents**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Letters/memos	2 years
Service Contracts	3 years
Legal documents	Permanent
Conference materials	2 years
Directories	2 years
Presentations	3 years
Publications (brochures, guides, handouts)	2 years
Logos	Permanent
Media	3 years
Press Releases	Permanent

**c. State Materials**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Agendas	Permanent
Council Minutes	Permanent
Commissioner Appointments	Permanent
Success/Achievements	Permanent

 <p><b>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</b></p>	<p><b>Policy Number</b> <b>02-2016</b></p>
<p><b>Administrative Policy</b> RECORDS RETENTION POLICY AND GUIDELINES</p>	<p><b>Issued:</b> October 3, 2016</p>

**VI. SCHEDULE B - RECORD RETENTION SCHEDULE (CSG)**

Records retained by the Council of State Governments:

**a. Personnel Records**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Personnel files (employee information and compensation records)	Permanent
I-9's	1 year after termination or 3yrs after hire
Personnel files (payroll records and summaries including records related to employee's leave)	Permanent
Employee Earnings Records	Permanent
Personnel Records (including individual attendance records, application forms, job or status change records, performance evaluations, termination papers, training and qualification records)	Permanent
Personnel files (terminated employees)	Permanent
Retirement and pension records	Permanent
Tax Returns and worksheets	10 years
Timesheets	Permanent
Workers Compensation	Permanent
Personnel Policies	Permanent
Job Descriptions	Permanent

**b. Insurance Records**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Annual Loss Summaries	10 years
Claims Files (correspondence, medical records, injury documentation, etc.)	10 years
Group Insurance Plans - Active Employees	10 years
Group Insurance Plans – Retirees	10 years
Insurance Policies (active and expired)	10 years

**c. Payroll Documents**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Employee Deduction Authorizations	Permanent

 <p>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</p>	<p><b>Policy Number</b> <b>02-2016</b></p>
<p><b>Administrative Policy</b> RECORDS RETENTION POLICY AND GUIDELINES</p>	<p><b>Issued:</b> October 3, 2016</p>

Payroll Deductions	Permanent
W-2 and W-4 Forms	Permanent
Garnishments, Assignments, Attachments	Permanent
Labor Distribution Cost Records	8 years
Payroll Registers (gross and net)	8 years

**d. Accounting and Finance**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Accounts Payable ledgers/schedules	5 years
Accounts Receivable ledgers/schedules	5 years
Audit Reports/Financial Statements	5 years
Audit Records (Including work papers and other audit related documents)	5 years
Bank Statements/Canceled Checks	5 years
Expense Reports	7 years
General Ledgers	5 years
Investment Records	5 years
Credit card records	5 years
Depreciation records	5 years

**e. Tax Records**

<u>Record Type</u>	<u>Minimum Retention Period</u>
Tax-Exemption Documents and Related Correspondence	Permanent
IRS Rulings	Permanent
Excise Tax Records	5 years
Tax Bills, Receipts, and Statements	5 years
Tax Returns (income, franchise, and Property)	5 years
Tax Workpaper Packages – Originals	5 years
Sales/Use Tax Records	5 years
Annual Information Returns – Federal and State	5 years
IRS/Government Audit Records	5 years



	<p align="center"><b>Policy Number</b> <b>01-2017</b></p>
<p align="center"><b>Administrative Policy</b> STATE COORDINATION POLICY</p>	<p align="center"><b>Issued:</b> March 28, 2017</p>

**I. Authority**

Article VIII, State Coordination, of the model compact language, *Interstate Compact on Educational Opportunity for Military Children*, provides for the appointment of a State Commissioner and a State Council for the implementation, administration, and advocacy of the Compact. Through adoption of the Compact, each state may have kept or modified the language of this Article, however the components of the Article remain intact. **This policy ensures compliance with the Statute or Code requirements that each member State maintains a State Commissioner and a State Council.**

**II. Applicability**

This policy applies to signatory states to the Interstate Compact on Educational Opportunity for Military Children and Commissioners or Designees appointed to represent those states to the National Commission.

**III. Policy**

a. State Commissioner Appointment

- i. The appointment of the State Commissioner is governed by Article VIII, State Coordination, Section C of the model compact language. “The compact commissioner responsible for the administration and management of the state’s participation in the compact shall be appointed by the Governor or as otherwise determined by each member state.” **Review the version in each State Statute or Code for the appropriate appointing authority.**
- ii. Upon resignation, the State Commissioner shall notify both the appointing authority and the Executive Director in writing. The Executive Director shall confirm in writing, the resignation, request for an interim point of contact, and notify the member state of the 60-day appointing period.
- iii. If the member State has not appointed a new State Commissioner within 60 days, the Executive Director will send by registered mail a delinquency notice to the appointing authority.

- iv. If a member State has not appointed a new State Commissioner within 90 days, the Executive Director may refer the matter to the Compliance Committee for action.
- b. State Council
- i. The appointment of the State Council is governed by Article VIII, State Coordination, Section A, of the model compact language. “Each member State shall, through the creation of a State Council or use of an existing body or board, provide for the coordination among its agencies of government, local education agencies and military installations concerning the state’s participation in, and compliance with, this Compact and Interstate Commission activities.” **Review the version in each State Statute or Code for the appropriate appointing authority and membership.**
  - ii. Newly appointed State Commissioners shall be given one year from their appointment date to reorganize their State Council, if one has not already been established.
  - iii. If a member State has not established their State Council within one year, the Executive Director may refer the matter to the Compliance Committee for action.
- c. Reporting
- i. By June 30 of each year, member States shall submit the following information regarding their State Council to the national office:
    - a) State Council membership roster.
    - b) Identify and/or confirm at least two points of contact for the member state. E.g. State Commissioner, Military Family Education Liaison, State Department of Education, etc.
    - c) Summary of accomplishments, activities and presentations for the previous year.
  - ii. If a member State has not submitted the above information within 30 days, the Executive Director will send a written reminder to the State Commissioner.
  - iii. If a member State has not submitted the above information within 60 days, the Executive Director may refer the matter to the Compliance Committee for review and possible action.

	<p align="center"><b>Policy Number</b> <b>2-2017</b></p>
<p align="center"><b>Administrative Policy</b> CODE OF CONDUCT POLICY</p>	<p><b>Issued:</b> August 17, 2017 <b>Revised:</b> April 17, 2019</p>

**I. Background**

The Executive Committee is vested with the power to act on behalf of the Interstate Commission during periods when the Commission is not in session. This policy applies to signatory states to the Interstate Compact on Educational Opportunity for Military Children and Commissioners or designees officially appointed to represent those states at the annual business meeting.

**II. Introduction**

The Interstate Commission on Educational Opportunity for Military Children (“MIC3”) is comprised of one Commissioner from each of the 50-states and Washington, D.C. Created by the enactment of the Compact by the member states, the Commission affords great deference to its member states in selecting Commissioners to represent them. The Commission’s Policy on the Code of Conduct was implemented to ensure transparency, accountability, and integrity among all members of the Commission.

**III. Commissioner Code of Conduct**

This Code of Conduct has been adopted to foster harmonious relations among Commissioners, and to engender the respect and confidence of members and the entire MIC3 community.

1. Commissioners should perform their duties honestly, in good faith, and with a reasonable amount of diligence and care.
2. Commissioners should act in the overall best interests of the organization, its member states, and the general MIC3 community.
3. Commissioners should conduct themselves at all times in a manner that does credit to the organization and the state they represent.
4. No Commissioner shall engage in criminal or disgraceful conduct prejudicial to the Commission, any other Commissioner or any other state.

#### **IV. Code of Conduct Form**

All Commissioners are required to complete a Code of Conduct Form which must be submitted to the Executive Director by January 31st of each year, regardless of whether there have been any changes in status from the previous year. If a Commissioner is appointed after January 31st, a completed form must be submitted within six weeks following the appointment.

#### **V. Notification to State Appointing Authority**

The Commission may notify the appropriate appointing authority in the home state of the Commissioner regarding any concerns it may have with respect to the conduct of said Commissioner, such as:

- The Commissioner or Designee has been found in violation of criminal or civil state or federal statute or regulation pertaining to the administration of their duties under the Compact; or has engaged in disgraceful conduct prejudicial to the Commission, any other Commissioner or any other state.

Removal of a Commissioner from their position as a representative of a member state shall be at the sole discretion of the appointing authority of that state.



**Code of Conduct Form**

*Commissioners appointed by the states are responsible for upholding the integrity of the Commission and its member states. No Commissioner shall engage in conduct prejudicial to the Commission, any other Commissioner or any other state. The Executive Committee shall have the sole authority to consider allegations of breaches of this code, including appeals from Commissioners alleged to be in violation herewith. In the case of a breach, the Executive Committee may direct the Chair to notify the appropriate appointing authority in the Commissioner's home state.*

*I, \_\_\_\_\_, Commissioner or Designee for the State of \_\_\_\_\_, hereby swear or affirm that I have read and understand the MIC3 Commission Code of Conduct and will comply with said policy in all matters pertaining to my duties and obligations as a Commissioner, or Officer of the Commission.*

\_\_\_\_\_

*Commissioner*

*State of* \_\_\_\_\_

*Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.*

	<p style="text-align: center;"><b>Policy Number</b> <b>3-2017</b></p>
<p style="text-align: center;"><b>Administrative Policy</b> ACCESSING LEGAL COUNSEL POLICY</p>	<p style="text-align: center;"><b>Issued:</b> December 7, 2017</p>

**I. Authority**

The Executive Committee is vested with the power to act on behalf of the Interstate Commission during periods when the Interstate Commission is not in session.

**II. Applicability**


This policy applies to signatory states to the Interstate Compact on Educational Opportunity for Military Children and Commissioners or Designees appointed to represent those states to the National Commission, State Legal Representatives and all persons engaged in the business of the Compact.

**III. Policy**

- a. The Commissioners or Designees appointed to represent those states to the National Commission, State Legal Representatives and all persons engaged in the business of the Compact shall access the Legal Counsel of the Commission through the Executive Director. Pursuant to the Compact and Compact Rules, these persons may request a legal interpretation in writing or by email through the Executive Director.

The Legal Counsel of the Commission shall not communicate directly to anyone in regards to his scope of responsibility to the Commission on matters for which a fee for legal services will be charged to the Commission without the knowledge of the Executive Director.

- b. Should costs be incurred due to Commissioners or Designees, State Legal Representatives, or persons engaged in the business of the Compact communicating directly with the Legal Counsel of the Commission without the Executive Director's approval, the non-approved fees or costs will not be paid by the Commission.

 <p>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</p>	<p><b>Policy Number</b> <b>01-2019</b></p>
<p><b>Administrative Policy</b> RESOLVING COMPLIANCE ISSUES</p>	<p><b>Issued:</b> April 17, 2019</p>

**I. Authority**

The objective of this policy is to establish a proactive process for resolving non-compliance prior to a referral to the Compliance Committee. This policy is intended to promote resolution of such issues through positive interaction and seek to invoke punitive sanctions in the most serious cases and/or only as a measure of last resort. While this policy is intended to assist member states with non-compliance problems by promoting positive working relationships and solutions, it is recognized that this may not be applicable in all cases. It is not intended to circumvent the powers and duties of the Commission to enforce the provisions of the Compact as specified by statute or rules.

**II. Applicability**

This policy applies to the National Office and all member states.

**III. Policy**

When a non-compliance matter or complaint comes to the attention of the National Office, the National Office will respond by taking the action identified below, continuing through the process until the issue is considered resolved.

**Level One:** The Executive Director makes contact with the involved Commissioner(s) or other state point of contact and attempts to resolve the matter. If the matter can't be resolved it is advanced to Level Two for additional action.

**Level Two:** At Level Two the Executive Director continues to work to identify an acceptable solution by consulting with the appropriate standing committees, i.e. rules, training etc.

**Level Three:** At Level Three the Executive Director has exhausted attempts to resolve the compliance problem using the methods identified in the first two levels. The Executive Director elevates the matter to the Chair of the Compliance Committee.

**Level Four:** At Level Four the Chair of the Compliance Committee has exhausted attempts to resolve the matter using the methods identified in the first three levels. The Compliance Chair prepares a report to the Executive Committee for further action, including but not limited to commencing litigation in federal court.

	<p align="center"><b>Policy Number</b> <b>2-2019</b></p>
<p align="center"><b>Administrative Policy</b> CONFLICT OF INTEREST POLICY</p>	<p><b>Issued:</b> April 17, 2019</p>

**I. Authority**

The Executive Committee is vested with the power to act on behalf of the Interstate Commission during periods when the Commission is not in session. The Executive Committee oversees the day to day activities managed by the Executive Director.

**II. Applicability**

This policy applies to signatory states to the Interstate Compact on Educational Opportunity for Military Children and Commissioners or Designees appointed to represent those states to the National Commission.

**III. Introduction**

The Interstate Commission on Educational Opportunity for Military Children (“MIC3”) is comprised of one Commissioner from each of the 50 states and Washington, D.C. As a joint government entity created by the enactment of the Compact by the member states, the Commission affords great deference to its member states in selecting Commissioners to represent them. The diverse personal, educational, and professional backgrounds of Commissioners are one of the Commission’s greatest assets. However, this diversity means that some Commissioners may have personal pecuniary interests which are affected by the outcomes of management and other decisions which must be made concerning the administration of the Compact Commission at times. The Commission’s Policy on Conflict of Interest was implemented to ensure transparency, accountability, and integrity in the Commission’s decision-making process.

**IV. Commissioner Conflict of Interest**

The Commissioner Conflict of Interest adopted as a policy of the Commission provides as follows:

*Conflict of Interest. Commissioners and their Designees appointed by the states are responsible for upholding the integrity of the Commission and its member states.*

*No Commissioner or Designee shall vote or participate in debate upon a matter in which the Commissioner or Designee has a direct or indirect financial or other personal interest resulting in a personal benefit that conflicts with the fair and impartial conduct of official duties.*



*The Executive Committee shall have the sole authority to consider allegations of breaches of this code, including appeals from Commissioners or Designees alleged to be in violation herewith. In the case of a breach, the Executive Committee may direct the Chair to notify the appropriate appointing authority in the Commissioner's or Designee's home state.*

#### *Definition*

A **Conflict of Interest** is a set of circumstances that creates a risk that professional judgement or actions regarding a primary interest will be unduly influenced by a secondary personal interest economic or otherwise.

### **V. Conflict of Interest Form (Disclosure Form)**

1. All Commissioners and Designees are required to complete a Conflict of Interest Form (Disclosure Form). The form requires recusal from participating in debate or voting on a matter in which there are personal interests, financial or otherwise, that may impact the ability of a Commissioner or Designee to conduct business in a "fair and impartial" manner.
2. Completed Commission Disclosure Forms must be submitted to the Executive Director by January 31st of each year, regardless of whether there have been any changes in status from the previous year. If a Commissioner or Designee is appointed after January 31st, a completed Disclosure Form must be submitted prior to participation in a Commission meeting. For the first year of implementation of this Policy, all Commissioners and Designees must complete a disclosure form prior to the 2018 Annual Business Meeting.
3. Completed Disclosure Forms will be made available to the public upon request.
4. Disclosure Forms must be updated annually by Commissioners and their Designees. If a Commissioner or Designee does not have any changes to their Disclosure Form, the previous year's form can be resubmitted.

### **VI. Commissioner and Designee Recusal**

Prior to the discussion of an issue in which a Commissioner or Designee believes a conflict of interest may exist, the Commissioner or Designee must advise the Chair at, or prior to the meeting that they are recusing themselves from participating in the caucus and voting. Once recused, the Commissioner or Designee will not be able to participate in the debate or the vote concerning the matter which led to the recusal.

### **VII. Concerns over Conflict of Interest**

Concerns over conflicts of interest should be brought to the attention of the Chair of the Commission for consideration by the Executive Committee. The Executive Committee will determine if any of the provisions of the Commission's Policy on Conflicts of Interest have been violated and decide the appropriate action, if any, including that provided in Section VIII.

## **VIII. Notification of Home State Appointing Authority**

If any of the following conditions are met, the Commission may notify the appropriate appointing authority in the home state of the Commissioner or Designee regarding its concern about the ability of the Commissioner or Designee to perform their duties in a fair and impartial manner, or if it becomes aware of any of the following information:

- The Commissioner or Designee has a substantial financial, or other personal conflict of interest in the outcome of the matter, such as the awarding of a contract for services or employment and refuses to recuse from debate or voting on such matter;

Removal of a Commissioner from their position as a representative of a member state shall be within the sole discretion of the appointing authority of that state,



**Conflict of Interest Disclosure Form**

*Commissioners and their Designees appointed by the states are responsible for upholding the integrity of the Commission and its member states. No Commissioner shall vote or participate in debate upon a matter in which the Commissioner has a direct or indirect financial or other personal interest resulting in a personal benefit that conflicts with the fair and impartial conduct of official duties. The Executive Committee shall have the sole authority to consider allegations of breaches of this code, including appeals from Commissioners alleged to be in violation herewith. In the case of a breach, the Executive Committee may direct the Chair to notify the appropriate appointing authority in the Commissioner's home state.*

*I, \_\_\_\_\_, Commissioner or Designee for the State of \_\_\_\_\_, hereby swear or affirm that I have read and understand the MIC3 Commission Conflict of Interest and will comply with said policy in all matters pertaining to my duties and obligations as a Commissioner, Designee, or Officer of the Commission, including my obligation to recuse myself from consideration, debate or voting on any matter that conflicts with the fair and impartial conduct of my official duties.*

\_\_\_\_\_

*Commissioner/Designee*

*State of \_\_\_\_\_*

*Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.*

	<p align="center"><b>Policy Number</b> <b>3-2019</b></p>
<p align="center"><b>Administrative Policy</b> GUIDELINES FOR COMMISSION MEETINGS</p>	<p align="center"><b>Issued:</b> June 20, 2019</p>

**I. Purpose**

The objective of this policy is to establish guidelines for participants and attendees during meetings of the commission. These guidelines are intended to insure positive interaction and timely resolution of any issues that may occur during the course of debate. They are not intended to circumvent or stifle debate but to ensure agenda items are addressed efficiently.

**II. Authority**

*Article VI, Section 4. Procedure* of the Military Interstate Children’s Compact Commission’s (MIC3) bylaws establishes *Robert’s Rules of Order* as the procedural guide for conducting commission meetings unless otherwise prescribed by bylaws or rules adopted by the commission. This policy is consistent with *Robert’s Rules of Order*.

**III. Applicability**

This policy applies to the National Office staff, the Commissioners of all member states, proxies for Commissioners, ex-officio organization representatives, and members of the public attending meetings of the Commission. This policy refers to the term “Commissioner” as defined in *Article II Membership* of the Compact Bylaws.

This policy is intended for use during all commission meetings including: the annual business meeting; standing and ad hoc committee; task force; and tier groups meetings. And will apply to meetings conducted in-person, and by telephone or web-based conferencing.

**IV. General Information**

All Commission meetings are open to the public. Commissioners, ex-officio representatives, or public participants may attend meetings, however may only speak when recognized by the Chair in accordance with *Article VIII, Section 4 Public Participation* of the Compact Bylaws,. It is expected that all discussion, remarks, and comments made during commission meetings will be courteous, respectful, and professional. Comments of a personal nature or that are intended to insult, belittle, or otherwise denigrate any individual are not acceptable.

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<p align="center"><b>Administrative Policy</b> GUIDELINES FOR COMMISSION MEETINGS</p>	<p align="center"><b>Issued:</b> June 20, 2019</p>

**V. Policy**

Meetings of the Commission will uphold the following practices:

- Commissioners may have the floor to speak after being recognized by the Chair.
- Commissioners are not to interrupt the individual who has the floor.
- The Chair will present a draft agenda after the start of the meeting. Members may move for changes to the agenda before voting to adopt it.
- To discuss or debate an agenda item, the Commissioner shall make a motion. The discussion will be opened after the motion has been seconded by another Commissioner.
- No Commissioner may speak twice about the same issue until everyone else wishing to speak has been allowed to do so.
- The Chair may establish reasonable limits to the debate in order to expedite matters and accomplish Commission business.
- The Chair has the same rights to speak and vote on questions as do other Commissioners.

**VI. Maintaining and Restoring Order for all Meeting Attendees**

The Chair is responsible for maintaining and restoring order during the meetings. The Chair shall employ the following steps progressively to maintain order:

1. Remind Commissioners and meeting attendees of the proper procedures and expectations for discussion and debate.
2. Call the meeting back to order.
3. An offending individual:
  - a. Shall be admonished by name and the minutes of the meeting shall reflect the unacceptable behavior, words, or actions at the direction of the Chair.
  - b. Can be removed from the meeting.
    - i. Commissioners may be removed from the meeting by a two-thirds vote of the body. A Commissioner has the right to appeal the decision.
    - ii. The Chair has the power to remove a meeting attendee, non-voting representative, or public participant at any time during a meeting, and this individual has no right to appeal the Chair's decision.
    - iii. Each of these actions shall be recorded in the minutes of the meeting at the direction of the Chair.

	<p align="center"><b>Policy Number</b> <b>3-2019</b></p>
<p align="center"><b>Administrative Policy</b> GUIDELINES FOR COMMISSION MEETINGS</p>	<p align="center"><b>Issued:</b> June 20, 2019</p>

**VII. Penalties for Commissioners, Ex Officio Representatives, and Meeting Attendees**

Once a quorum is established, disciplinary action may be imposed for inappropriate behavior by a vote of the Commissioners present. A Commissioner may ask to be recognized and move to propose a penalty, or the Chair may ask what penalty should be imposed.

Possible penalties include:

- An apology by the offending individual
- Formal censure or reprimand
- Removal of the offending individual for the remainder of the meeting
- Suspension of the offending individual's rights for a designated period of time
- Expulsion of the offending individual from the organization
- Any penalty other than expulsion requires a majority vote to adopt; expulsion takes a two-thirds vote. At the request of a single member, the vote on a penalty motion must be taken by ballot.

Commissioners may vote to have the offending individual leave the meeting while they discuss the penalty. This action must also be presented in the form of a motion. If the Commission does not ask the offending individual to leave during the discussion, they shall allow the offending individual to speak briefly in his or her defense. If the offending individual denies the charges, the Secretary can read back what he or she has said or done.

**VIII. Ex Officio Representatives**

The Commission Rules, Article 2, Section 3 defines the ex officio representative as *“non-voting representatives who are members of interested organizations. Military-oriented, military family, education-oriented, and parent and teacher organizations are welcome to petition the Commission for inclusion as an ex-officio member.”*

- Ex officio representatives may participate in debate and discussion if recognized by the Chair, after Member comments have been concluded.
- Non-voting representatives, may not move, second, or vote on any motion.

 <p><b>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</b></p>	<p><b>Policy Number</b> <b>4-2019</b></p>
<p><b>Administrative Policy</b> EX-OFFICIO REPRESENTATIVE ROLE AND CONDUCT</p>	<p><b>Issued:</b> June 20, 2019</p>

**I. Introduction**

Pursuant to Article IX of the Military Interstate Children’s Compact Commission (MIC3) model compact language and Article II Section 3 of the Commission Bylaws, ex-officio representatives are *non-voting representatives who are members of interested organizations, including but not limited to military-oriented, military family, education-oriented, and parent and teacher organizations.*

The title of ex-officio follows the position, or the office, as in its Latin roots, “from the office,” serving on MIC3 as an official representative from his or her organization.

The following describes the standards for ex-officio participation on the Commission:

**II. Appointment**

- Each ex-officio organization shall provide an appointment letter to the Commission designating, by name, the official representative for their respective organization to the Commission.
- Each ex-officio organization shall be permitted one representative.

**III. Voting status**

- Ex-officio representatives are non-voting and therefore unable to vote on any matter that comes before the Commission.

**IV. Committees**

- Each ex-officio representative may only serve on one committee as assigned by the Chair of the Commission, or as provided by the Bylaws.
- No ex-officio shall serve on the Leadership Development Committee or any subsequent committee that is dedicated to identifying MIC3 leaders and monitoring the election of MIC3 officers.
- Ex-officio representatives may not be included in the Committee Chair’s count when determining the number of committee representatives needed for a quorum.
- Ex-officio representatives serving on a committee shall have the right to participate in debates and discussions before the Commission or their assigned committee.
- Ex-officio representatives are expected to refrain from participating in debate upon a matter that the ex-officio has a direct or indirect financial or other personal interest, resulting in a personal benefit that conflicts with the conduct of his or her duties.

 <p><b>MIC3</b>   MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</p>	<p><b>Policy Number</b> <b>4-2019</b></p>
<p><b>Administrative Policy</b> EX-OFFICIO REPRESENTATIVE ROLE AND CONDUCT</p>	<p><b>Issued:</b> June 20, 2019</p>

- Should an ex-officio representative believe a conflict of interest exists, they should announce to the committee or the Commission that they are recusing themselves from the debate.
- The ex-officio representative must sign the MIC3 Conflict of Interest Disclosure Form unless their organization has a similar Conflict of Interest Policy and Conflict of Interest Disclosure form signed by the ex-officio. In this event, the ex-officio shall furnish a copy of this form to the Commission.
  - The U.S. Department of Defense Ex-officio Member serving as the liaison to MIC3 shall be exempt from signing such Conflict of Interest form, however they remain subject to the regulations and policies of the U.S. Department of Defense.

#### V. Code of conduct

- Ex-officio representatives are expected to comply with the principles detailed in the MIC3 Code of Conduct Policy, including;
  - Participating in good faith in MIC3 activities;
  - Conducting themselves in a manner that does credit to their respective organizations and to the Commission;
  - Acting in the overall best interests of the Commission and their organizations;
  - Not engaging in any conduct that is criminal, disgraceful, or prejudicial to MIC3 or to their own organizations;


#### VI. Commission management and operations

- Ex-officio representatives shall not engage directly or indirectly in the management or function of the Commission. Therefore, they may not vote or make decisions on the daily administration of the Commission, including but not limited to the election of officers, strategic planning, or personnel matters.

#### VII. Representation to third parties

- Ex-officio representatives represent their respective organizations on the Commission, and are not appointed Commissioners of member states or the District of Columbia, therefore ex-officio representatives shall not represent the Commission to third parties or to the U.S. Government;
- Ex-officio representatives shall not represent or speak on behalf of the Commission at any event without approval of the MIC3 Executive Committee.



	<p align="center"><b>Policy Number</b> <b>5-2019</b></p>
<p align="center"><b>Administrative Policy</b> DEFINING ROLE OF COMMISSIONER, DESIGNEE, AND PROXY POLICY</p>	<p align="center"><b>Issued:</b> June 20, 2019</p>

**I. Authority**

The Military Interstate Children’s Compact Commission (MIC3) established the position of Compact Commissioner to represent and administer the Compact in each member state. This policy will define the duties and responsibilities of the Compact Commissioner, Designee, and those individuals attending the MIC3 Annual Business Meeting (ABM) as the state’s Proxy. It will clarify the party responsible for allocating those duties and responsibilities to the individual.

**II. Applicability**

This policy applies to individuals chosen to administer the Compact as indicated by the appointing authority, as outlined in the state’s statute, or the Compact Commissioner whether they are administering the Compact daily or serving as a proxy only for the MIC3 ABM.

**III. Definitions: Compact Model Language, Rules, and By-Laws**

**A. Compact Model Language: Article VIII & Article IX**

**Article VIII – State Coordination**

*C. The Compact Commissioner responsible for the administration and management of the state’s participation in the compact shall be appointed by the governor or as otherwise determined by each member state.*

**Article IX – Interstate Commission**

*B. Consist of one Interstate Commission voting representative from each member state who shall be that state’s compact commissioner.*

*3. A representative shall not delegate a vote to another member state. In the event the Compact Commissioner is unable to attend a meeting of the Interstate Commission, The Governor or State Council may delegate voting authority to another person from their state for a specified meeting.*

	<p align="center"><b>Policy Number</b> <b>5-2019</b></p>
<p align="center"><b>Administrative Policy</b> DEFINING ROLE OF COMMISSIONER, DESIGNEE, AND PROXY POLICY</p>	<p align="center"><b>Issued:</b> June 20, 2019</p>

**B. Compact Rules: Ch. 100, SEC. 1.101 Definitions**

*D. "Compact Commissioner" as the voting representative of each compacting State, appointed pursuant to Article VIII of this compact.*


**C. MIC3 By-Laws: Article II - Membership**

*Section 2. Commissioners. Each Compacting State shall have and be limited to one Member. A Member shall be the Commissioner of the Compacting State. Each Compacting State shall forward the name of its Commissioner to the national office of the Commission, who will advise the Commission chairperson. The national office of the Commission shall promptly advise the appropriate appointing authority of the Compacting State of the need to appoint a new Commissioner upon the expiration of a designated term or the occurrence of mid-term vacancies. If a resignation of a Commissioner occurs or a change is made by the state appointing authority, it is the responsibility of the member state to inform the Commission of the vacancy or change.*

**VI. Policy – Defining Role**

**A. Compact Commissioner**

As defined by the Compact Rules Chapter 100, section 1.101 the *"Compact Commissioner"* means: *the voting representative of each compacting State, appointed pursuant to Article VIII of this compact.* This individual, as indicated by an appointment letter from their state's appointing authority, administers and manages the Compact in their state. The Compact Commissioner serves on at least one Standing Committee and may be eligible to hold an elected leadership position on the Commission. In addition, the Compact Commissioner attends and actively participates in the MIC3 ABM as their state's voting representative.

 <p>MILITARY INTERSTATE CHILDREN'S COMPACT COMMISSION</p>	<p><b>Policy Number</b>  <b>5-2019</b></p>
<p><b>Administrative Policy</b>  DEFINING ROLE OF COMMISSIONER, DESIGNEE, AND PROXY POLICY</p>	<p><b>Issued:</b> June 20, 2019</p>

**B. Designee**

Should a Compact Commissioner choose to delegate the duties and responsibilities of the Commissioner to another individual this person shall be the “Designee”. The Compact Commissioner must inform the MIC3 National Office in writing or by utilizing the MIC3’s Delegation of Authority Form<sup>1</sup> of the name of their Designee within 60 days of their appointment. The “Designee” is the voting representative for their compacting State, will serve on at least one Standing Committee and may be eligible to hold an elected leadership position on the Commission. In addition, the Compact Commissioner Designee attends and actively participates in the MIC3 ABM as their state’s voting representative.

**C. Proxy**

Should the Compact Commissioner or the Designee be unable to attend the MIC3 ABM then a “Proxy” may be selected by the appointing authority, Compact Commissioner, State Council, or Designee to serve as the voting representative for their state only for the duration of the specified ABM. A proxy will not serve on a Standing Committee but may attend any meetings held during the MIC3 ABM, so they may communicate relevant information to their Compact Commissioner or State Council upon the conclusion of the ABM. A proxy may not run for or hold a leadership position in MIC3.

**VII. MIC3 Delegation of Authority Form**

The MIC3 Delegation of Authority form for the MIC3 ABM containing the name and contact information of the selected individual must be submitted at least 60 business days but no later than 30 business days prior to the first day of the ABM to insure all pertinent information, i.e. items to be voted on, are communicated. Only those individuals serving as a proxy who have submitted the proper documentation to the MIC3 National Office will be eligible for reimbursement under the MIC3 Travel Policy for expenses incurred in relation to the ABM.

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<sup>1</sup> MIC3 Delegation of Authority Form (attached)

## MIC3 DELEGATION OF AUTHORITY

This allows the Designee to speak and vote on behalf of the State of \_\_\_\_\_ on issues that come before the Commission. For an ABM Proxy this permission does not extend beyond the Annual Business Meeting unless further authorized by the Commissioner or the appointing authority for the Commissioner.

**PERSON DELEGATING (INCLUDE TITLE)**

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**NAME OF DESIGNEE**

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**DEPARTMENT (AGENCY, BUREAU, ETC)**

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**Choose one of the following actions:**

\_\_\_\_ I hereby DELEGATE the powers and/or duties listed to the above named designee, effective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Month

Day

Year

\_\_\_\_ I hereby RESCIND all prior delegations of authority on file for the above named person effective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Month

Day

Year

---

**AUTHORITY CITED:** \_\_\_\_\_ Pursuant to: \_\_\_\_\_  
(insert statute/code reference number)

---

If you are delegating powers and/or duties, mark the appropriate line below.

\_\_\_\_\_ COMMISSIONER DESIGNEE  
(Provide details below)

\_\_\_\_\_ ABM PROXY  
(Provide details below)

DETAILS:

All the powers and authority

Other (provide detail below)

---

**SIGNATURES**

\_\_\_\_\_

(DELEGATING/RESCINDING AUTHORITY)

\_\_\_\_\_

(DESIGNEE)



**2019 Annual Business Meeting  
General Session Agenda**

**October 23, 2019, 10:00 AM – 12:00 PM, 1:00 PM – 3:45 PM  
October 24, 2019, 8:00 AM – 9:30 AM, 1:15 PM – 5:00 PM**

**The Antlers, Colorado Springs  
Room: Heritage D, E, & F**

Action Item: For Commission vote

Attire: Business

1. Call to Order
2. Roll Call
3. Welcome and Opening Remarks
4. Approval of the Agenda
5. Approval of the 2018 Annual Business Meeting Minutes
6. Public Comment
7. Leadership Development Committee – 2019 Elections Presentation
8. **Update on State Council Military Representatives and USDoD Key Issues** by Bill Hampton, Deputy Director, Military Community and Family Policy, Defense Liaison Office, U.S. Department of Defense
9. Strategic Plan (*Chairman John “Don” I. Kaminar (AR) and Consultant Brian Riggs*)
10. **Colorado: Building Resilience - Socio-Emotional Wellness and Systems of Support**
11. Executive Reports
  - a. Chair – *John “Don” I. Kaminar, Chair (AR)*
  - b. Executive Director – *Cherise Imai*
    - i. 2019 Annual Report (3<sup>rd</sup> Ed)
    - ii. MIC3 Awards
  - c. Vice Chair – *Laura Anastasio (CT)*
    - i. Ex-Officio Definition and Role
  - d. General Counsel – *Rick Masters, Esq.*
12. **US Public Health Service Commissioned Officers Association** – Jim Currie, Executive Director

13. Standing Committee Reports
  - a. Finance – *Bob Buehn, USN (FL)*
    - i. FY2019
    - ii. FY2020 and dues
  - b. Compliance – *Daron Korte (MN)*
    - i. Commissioner, Designee, Proxy Definition and Roles
    - ii. Resolving Compliance Issues
  - c. Rules – *Mary Gable (MD)*
    - i. National Office Case Inquiry Report
    - ii. Promulgation of Rules Guide
  - d. Training – *Ernise Singleton (LA)*
    - i. Compact Education: Training Update – *Lindsey Dablow*
  - e. Communication and Outreach – *Brian Henry (MO)*
    - i. Website and Social Media – *Beth Workman*
    - ii. Partnerships
14. **National Oceanic Atmospheric Administration (NOAA)** – CAPT Devin Brakob, Director, Commissioned Personnel Center (CPC)
15. Ad Hoc Reports
  - a. Leadership Development Committee (LDC) – *Rosemarie Kraeger (RI)*
  - b. National Guard and Reserves Task Force: Extending Applicability Beyond Title 10 National Guard and Reserves dependents – *Commissioner Kathy Berg (HI)*
16. The Compact and External Legislation – *Cherise Imai and Lindsey Dablow*
17. Ex-Officio Reports
  - a. U.S. Department of Defense
  - b. Military Impacted School Association – *Kyle Fairbairn*
  - c. Military Child Education Coalition – *David Splitek*
  - d. National Federation of State High School Associations – *Davis Whitfield*
18. New Business
  - a. Commission Elections (**Art III, Sec 1 Elections:** <http://bit.ly/mic3bylaws>)
  - b. **Action Item: FY2021 Dues and Proposed Budget**
  - c. **Action Item: By Laws Change - Leadership Nomination Committee**
19. **Future Annual Business Meetings**
  - a. 2020 Little Rock, Arkansas – John “Don” I. Kaminar (AR)
  - b. 2021 Louisiana – *Ernise Singleton (LA)*
  - c. 2022 – seeking proposals
20. Announcements and Closing Comments
21. Adjournment

**2018 ANNUAL BUSINESS MEETING MINUTES  
OCTOBER 17-18, 2018**

**Call to Order**

National Commission Chair Rosemarie Kraeger (RI) called the meeting to order on Thursday, October 17, 2018 at 10:08AM ET.

**Roll Call**

Executive Director (ED) Cherise Imai called the roll and a quorum was established.

IN ATTENDANCE					
STATE	SAL	NAME	STATE	SAL	NAME
ALABAMA	Dr.	Douglas Ragland	NEW HAMPSHIRE	Dr.	Kathleen Murphy
ALASKA	Ms.	Marcy Herman	NEW YORK	Dr.	Debra Jackson
ARIZONA	Mr.	Charles Tack	NORTH CAROLINA	Mr.	Donnie Loftis*
ARKANSAS	Mr.	John "Don" Kaminar	NORTH DAKOTA	Ms.	Davina French
CALIFORNIA	Ms.	Kate Wren Gavlak	OKLAHOMA	Ms.	Pam Deering
COLORADO	Ms.	Cheryl Serrano	OHIO	Mr.	Pete LuPiba
CONNECTICUT	Ms.	Laura Anastasio	OREGON	Ms.	Cindy Hunt
DELAWARE	Dr.	Susan Haberstroh	PENNSYLVANIA	Mr.	Kraig Kiehl
FLORIDA	Mr.	Curtis Jenkins*	RHODE ISLAND	Ms.	Rosemarie Kraeger
HAWAII	Dr.	Kathleen Berg	SOUTH DAKOTA	Mr.	Alan Kerr
IDAHO	Ms.	Shoni Pegram*	TENNESSEE	Ms.	Deanna McLaughlin
ILLINOIS	Mr.	John Price*	UTAH	Mr.	Ben Rasmussen
KANSAS	Mr.	C. Neuenswander	VERMONT	Mr.	David Young
KENTUCKY	Mr.	Blaine Hedges	VIRGINIA	Mr.	Daniel Dunham
LOUISIANA	Dr.	Ernise Singleton	WASHINGTON	Mr.	Greg Lynch
MAINE	Mr.	Tyler Backus*	WEST VIRGINIA	Mr.	Robert Mellace*
MARYLAND	Ms.	Mary Gable	WISCONSIN	Ms.	Shelley Joan Weiss
MASSACHUSETTS	Mr.	J Clarke Orzalli	WYOMING	Mr.	Chad Delbridge*
MICHIGAN	Mr.	Russ Gullett	DISTRICT OF COLUMBIA	Ms.	Taneka Miller
MINNESOTA	Mr.	Daron Korte	USDOD REPRESENTATIVE**	Ms.	Kathleen Facon
MISSOURI	Dr.	Brian Henry	MCEC**	Dr.	David Splitek
MONTANA	Mr.	Hal Stearns	MISA**	Mr.	Kyle Fairbairn
NEBRASKA	Mr.	Brian Halstead	NFHS**	Mr.	Davis Whitfield
NEW JERSEY	Mr.	Tony Trongone	NMFA**	Ms	Eileen Huck

\*Proxy

\*\*Ex-Officio (Non-Voting)

**NOT IN ATTENDANCE**

STATE	SAL	NAME	STATE	SAL	NAME
GEORGIA	Dr.	Robin Hines	NEW MEXICO		VACANT
INDIANA		VACANT	SOUTH CAROLINA	Ms.	Yolande Anderson
MISSISSIPPI		VACANT	TEXAS	Ms.	Shelly Ramos
NEVADA		VACANT			

**MIC3 National Office Staff in Attendance:**

1. Cherise Imai, Executive Director
2. Lindsey Dablow, Training and Operations Associate
3. Richard Pryor, Communications Associate
4. Rick Masters, Outside General Counsel

### **Welcome Remarks**

Chair Kraeger welcomed the membership to the 2018 Annual Business Meeting (ABM) of the Military Interstate Children's Compact Commission (MIC3). She thanked Commission Vice Chair Pete LuPiba (OH) for the Commission's hospitable reception upon arriving in Cleveland, OH. Chair Kraeger asked all the newly appointed Commissioners to stand to be welcomed. The Chair thanked all the Commissioners who sent pictures throughout the year to the National Office. Those pictures are the content for the Year in Review video that greeted the Commission as they entered the General Session room this morning. Chair Kraeger informed the Commission that the National Office recently hired a Training and Operations Associate Lindsey Dablow who is present at the ABM. She also expressed appreciation to the National Office, Executive Committee (EXCOM), Ex-officio members, and School Liaison Officers for their dedication and commitment to serving military families.

### **Opening Remarks**

The State Superintendent of Public Instruction, Agency Director, Paolo DeMaria, addressed the Commission and provided opening remarks. He welcomed and thanked the Commission for their efforts implementing the Compact, so military-connected children's educational needs are addressed.

The Ohio Department of Veterans Services Director Colonel Chip Tansill (U.S. Army, retired) offered opening remarks. He spoke about the challenges faced by the families of the military service members and how schools help students assimilate into new communities. Colonel (ret.) Tansill presented Commissioner LuPiba with a certificate from the Ohio Department of Veterans Affairs recognizing his service to MIC3, the Ohio Department of Veterans Affairs, and Ohio's Purple Star School Program.

Chair Kraeger recognized the State of Ohio's first Commissioner Thomas D. Rutan who was in attendance at the ABM.

### **Agenda**

**Proxy Donnie Loftis (NC) motioned to approve the agenda, seconded by Commissioner Greg Lynch (WA). The motion passed.**

### **Minutes**

**Proxy Curtis Jackson (FL) motioned to approve the minutes with corrections, seconded by Commissioner Davina French (ND). The motion passed.**

### **Public Comment**

Chair Kraeger read the Commission By-laws regarding public comment. ED Imai informed the Commission that School Liaison Officer Cindy Doil from Scott Air Force Base in Illinois had submitted a request in writing to address the Commission regarding a case on grade point averages she recently encountered in her state. A copy of her statement was provided to the Commission for the record. The Chair recognized Ms. Doil and yielded the floor to her. Ms. Doil addressed the Commission regarding the uniform recognition of advanced placement course credit before and after transitions. Ms. Doil requested the Commission consider a policy to create uniform grade point averages for military-connected students in the state of Illinois and across the nation.

### **The MIC3 Ohio Panel: K-12 Education & Military Family Transitions – Initiatives**

Military parents and students attending school in Ohio shared their experiences during this session facilitated by Commissioner LuPiba. Chair Kraeger expressed appreciation for the panelists and reminded the Commission that communicating the role of the Compact to military families is a priority in every state. The panel concluded with a resolution recognizing Ohio's first Compact Commissioner Thomas D. Rutan and naming the Ohio state council in his honor.



## Presentations

**Military Representatives to State Councils** - William Hampton, Military Community and Family Policy, Defense Liaison Office, U.S. Department of Defense provided an update regarding Military Representatives. The main purpose of the State Defense Liaison Office is to alleviate barriers in state policy faced by military members and their families. Mr. Hampton provided an overview of the structure of the Defense Liaison Office specifically the appointment of Military Representatives (Mil Rep) to each state's council. Mr. Hampton stressed the importance of feedback from Commissioners regarding their Mil Rep, both the successes and issues states might be experiencing. ED Imai reminded Commissioners the Mil Rep list is located on the *Commissioner* page of MIC3.net and any Commissioner needing to have a Mil Rep assigned was advised to contact Mr. Hampton in accordance with the established process.

## Ad Hoc Committee Report

**Leadership Development Committee (LDC)** - Chair Kraeger yielded the floor to Commissioner Cheryl Serrano (CO) who briefed on the history of the Commission and an overview of the LDC. Commissioner Serrano outlined the informal succession plan previously utilized by the Commission and detailed how the LDC attempted to formalize both the election and succession plan as defined in the 2017-2019 Strategic Plan per *Strategy V - establish a sustainable culture that supports members and insures organization continuity. Goal 1 - establish a succession plan to develop a clear, transparent process to identify mature states to draw from the leadership opportunities. Support a culture of leadership and mentoring for all Commissioners.*

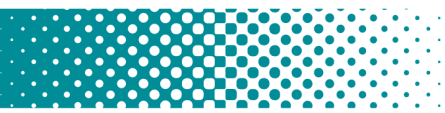
The LDC met eight times following the 2017 ABM and was chaired by Commission Past Chair Kate Wren Gavlak (CA). The following Commissioners served on the LDC:

1. Kate Wren Gavlak – California
1. Laura Anastasio – Connecticut
2. Sarah Forster – Maine
3. Gary Hartman – Wyoming
4. Cheryl Serrano – Colorado
5. Craig Neuenswander – Kansas
6. Marcy Herman – Alaska

## Key Steps for the LDC

- Create a survey to identify individuals interested in various positions
- Identify criteria for applying for positions
- Develop and maintain timeline for completing surveys
- The application process and the nomination slate
- Share detailed job descriptions so interested parties know what is involved
- Time commitment and support of employers for each elected position
- Develop a group of individuals who are in the pipeline to move into leadership positions

Commissioner Serrano provided the survey and application deadlines for the Commission's information and outlined the election process. Ex-officio Eileen Huck (NMFA) asked Commissioner Serrano to expand on the application process. Commissioner Serrano responded that there needed to be a mechanism for Commissioners to communicate their desire to serve in a leadership position that was transparent. The application process does not preclude nominations from the floor at the ABM. Commissioner Deanna McLaughlin (TN) asked if the LDC considered contacting those candidates who submitted less information than other candidates. Commissioner Serrano explained the Committee did not want to manipulate, or appear to manipulate, any information they received so they did not reach out to those individuals. Commissioner McLaughlin followed-up and asked why the members were being



asked to sign their ballot if the voting is secret and Commissioner Serrano responded Commissioners do not sign the ballot itself. Instead they sign or initial next to their state name to verify a single vote was cast on behalf of their member state.

General Counsel explained the process is voluntary and does not eliminate anyone from running for an office. When asked for clarification regarding the length of each appointment, General Counsel responded that the only terms mentioned in the statute are Article IX, E which states each position serves for a term of one-year term, but individuals can run for an additional term. Commissioner McLaughlin asked if a Designee could be elected to a leadership position. Counsel Masters clarified the Compact Model Language only recognizes Commissioners appointed by the appointing authority of their state. According to the Model Compact Language there is no such position as a designee. Commissioners can run for a leadership position.

1. **Elections and Slate of Candidates** – Commissioner Craig Neuenswander (KS) presented the Slate of Candidates for 2018 Election of Office:
  - a. **For the position of Treasurer: Kathleen Berg (HI) and Bob Buehn (FL).**
  - b. **For the position of Vice Chair: Laura Anastasio (CT) and Pam Deering (OK).**
  - c. **For the position of Chair: John “Don” I. Kaminar (AR) and Pete LuPiba (OH).**
  - d. **Commissioner McLaughlin nominated Commissioner Shelley Joan Weiss (WI) for Vice Chair, seconded by Commissioner Marcy Herman (AK) from the floor.**
  - e. **Proxy Loftis motioned to close nominations, seconded by Commissioner Blaine Hedges (KY). Motion carried.**
    - i. Three minutes were provided for each candidate to address the Commission.
    - ii. Confidential paper ballots were made available for Commissioners to vote on Thursday, October 18, 2019 from 7:00AM – 8:30AM ET outside the General Session room.
    - iii. The Election Guide was available online as well as paper copies were available during voting.

**Meeting Recess** – At approximately 5:30PM ET, **Commissioner Berg motioned to recess the meeting, seconded by Commissioner Kathleen Murphy (NH). Motion passed unanimously.**

**Reconvening**

National Commission Chair Rosemarie Kraeger (RI) reconvened the meeting on Thursday, October 18, 2018 at 8:36AM ET.

**Presentations (cont.)**

**Seasons of My Military Student: Practical Ideas for Parents and Teachers** - Stacy Huisman and Amanda Trimillos, co-authors of the aforementioned book, provided insights from their experience as military spouses and parents transitioning with their families. The book and presentation demonstrated the impact teachers have on military-connected students and how important it is for educators to understand the Compact and how it can impact successful education transitions when implemented properly.

**Executive Reports**

**National Chair Report** - Chair Kraeger stated the EXCOM met twelve times in 2017-2018. The EXCOM renewed the Memorandum of Understanding with the Military Impacted Schools Association (MISA) to provide training for school districts. The EXCOM proposed MIC3 Rules changes, produced three public service announcements, and one training video. The EXCOM oversaw litigation in two

member states and three legal advisories. The committee members concentrated on transparency with an outward focus to include the full Commission by distributing a mid-year survey. The Chair thanked the members of the EXCOM for their dedicated service to the Commission.

**Commissioners Mid-Year Survey Results** – The purpose of which was to poll the Commissioners and use those results to better the Commission. The Chair outlined the survey deadlines and response rate of 47.8% by the final submission date of August 17, 2018. The Chair recognized ED Imai who reviewed the survey results. The survey identified the following:

- Overall value of the Compact – Increased 77%, 23% Remained Same
- General Strengths – Framework for resolving transitional issues, Education and Resources, Improved Communications
- General Weaknesses – Need to focus on kids and families, Connect with Reserve/Guard families, Need for digital materials for educators

After review of the Mid-Year Survey the following recommendations were identified: develop a guide for Rules submittals, build Compact awareness and communications, and develop training/digital resources. Chair Kraeger thanked the Commissioners for their candid responses and work to continuously improve implementation and outreach efforts of the Compact.

### Elections

The Commission voted by secret ballot on October 18, 2019, 7:00AM – 8:30 AM ET to fill the Chair, Vice Chair, and Treasurer leadership positions. After the first ballot no majority was achieved among the three candidates for the Vice Chair position. General Counsel declared that a majority of the vote having not been achieved by one of the candidates generated the need for a run-off. ED Imai announced a run-off election by secret ballot for Vice Chair between Commissioner Deering and Commissioner Anastasio would be held at 12:00PM ET.

At approximately 1:00PM ET Chair Kraeger announced the election results. Treasurer Bob Buehn (FL), Vice Chair Laura Anastasio (CT), and Chair John “Don” I. Kaminar (AR) were elected and would begin serving their terms of office on December 1, 2018.

### Closed Session

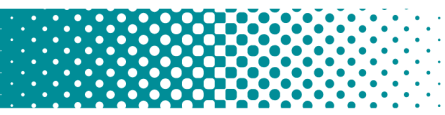
A motion made to enter closed session by Proxy Loftis, seconded by Commissioner Berg. Motion carried.

### Executive Reports (cont.)

**Executive Director Report** - ED Imai asked the Commission to read the Committee Report available in the Docket Book for a full report. She expressed her appreciation for the National Office staff and their hard work and dedication to military families. Chair Kraeger emphasized the Annual Report and recommended Commissioners distribute that document throughout member states and recommended sharing the document with their state councils.

### New Business

**Proposed Rules Change on a Dues Formula Increase** – Commissioner Lynch made a motion to increase the annual dues in FY20 from \$1.00 per student to \$1.15 per student, and in kind increasing the minimum a state pays in dues from \$2,000 to \$2,300, and a maximum of \$69,000 from the former maximum \$60,000. Motion was seconded by Commissioner Weiss. Chair Kraeger opened the floor for discussion. Proxy Loftis asked if the proposed dues increase had been communicated to the states or would the Commissioner be responsible for that and the Chair responded that the Commissioner would inform their state if the dues increase were to pass. Commissioner McLaughlin made a motion to amend the start date of the dues increase to FY21 to allow Commissioners time to coordinate with their state



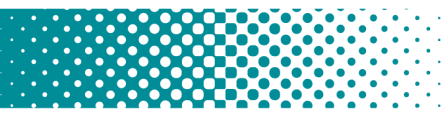
budget departments. A motion to amend was seconded by Commissioner Hedges. Commissioner Lynch did not accept the amendment to his original motion, so the floor was opened for discussion on the amendment. Commissioner Daron Korte (MN) asked if there would be negative financial implications if implementing the dues increase were delayed. Commissioner Lynch cited the annual use of reserve funds to cover the operating cost of the Compact, dwindling enrollment into the military services, and the upward trend in overhead cost. He also noted there had not been an increase in the dues since the inception of the Compact despite an escalation in cost.

Commissioner Hedges asked for clarification regarding the use of reserve funds specifically why the need to maintain a balance in the reserve instead of using a portion of that money to address rising Compact cost. Commissioner Hedges added that the Department of Defense is growing so a growth in enrollment should be anticipated not a decline. Commissioner Lynch reminded members that the Commission has, since its inception, passed a yearly budget at the ABM so the Finance Committee made the recommendation to implement the dues increase in the next budget cycle which would be FY20. Commissioner Hedges added implementing the dues increase in FY21 would allow states to inform their state budget office and the department responsible for paying the dues. Commissioner Orzalli reminded the members that during the 2017 ABM the Commission discussed and tried to address the shortfall. The result of that discussion is the proposed dues increase.

Chair Kraeger asked ED Imai to read the proposed dues increase legal rationale from the floor. The Chair recognized General Counsel who clarified the reserve fund policy is based on best practices for non-profit organizations similar to MIC3 and clarified that the organization's viability depends on more than each member state paying their annual dues. Commissioner Berg explained the Commission, during her time as Chair, discussed the reserve fund and that led to developing acceptable practice and determined the wisdom of maintaining a reserve fund.

A roll call vote was held for the motion as amended.

<u>Yes</u>	<u>No</u>	<u>Absent for Vote</u>
Alaska	California	Georgia
Arizona	Colorado	Idaho
Arkansas	Connecticut	Indiana
Kentucky	Delaware	Iowa
Maine	District of Columbia	Mississippi
Minnesota	Florida	Nevada
New Jersey	Hawaii	Pennsylvania
North Carolina	Illinois	South Carolina
Ohio	Kansas	South Dakota
Tennessee	Louisiana	Texas
Utah	Maryland	
West Virginia	Massachusetts	
Wisconsin	Michigan	
Wyoming	Missouri	
	Montana	
	Nebraska	
	New Hampshire	
	New Mexico	
	New York	
	North Dakota	
	Oklahoma	
	Oregon	
	Rhode Island	



Vermont  
Virginia  
Washington

Chair Kraeger reported the motion to amend the proposed Rules change on a dues formula increase failed. Commissioner Lynch repeated the original motion to accept the proposed Rules change on a dues formula increase as presented and seconded by Florida. Chair Kraeger conducted a voice vote. A majority of the Commission voted in favor of the motion to accept the dues increase except Kentucky. Motion carried.

**FY2020 Proposed Budget** - Commissioner Lynch made a motion to approve the FY2020 Proposed Budget, seconded by Proxy Jenkins. Motion carried.

**Proposed Rule Requiring Annual State Council Meetings** - Commissioner Korte stated the proposed Rules change requiring annual State Council meetings would create a new definition in Rules Chapter 100, SEC 1.101 to define state council and Rules Chapter 200, SEC 2.105. Commissioner Korte made a motion to approve the proposed Rule change, seconded by Commissioner Weiss. Chair Kraeger opened the floor for discussion. Commissioner Korte provided the Commission with evidence of state council meetings and those member states that have not held meeting in two years. He provided testimony demonstrating support for the proposed Rules change. Commissioner Orzalli asked that the motion be amended to add the word “draft” before minutes in paragraph A. Commissioner Korte accepted the friendly amendment. Commissioner French asked what the punishment would be for those states who do not hold an annual state council meeting and Commissioner Korte responded that the process was informal communications between the National Office and the member state. Should that communication fail to lend results then General Counsel or the Chair of the Compliance Committee would notify the member state in writing that they were noncompliant. Should a state refuse to comply the last course of action would be to have the MIC3 General Counsel file a petition in Federal court to force the member state to comply.

Rules Committee Vice Chair Commissioner Taneka Miller (DC) voiced concern that the Compact Model Language sufficiently outlined state council meetings and the proposed Rules change created a situation where a member state would be noncompliant if they determine an annual state council meeting is not necessary to implement the Compact effectively. Commissioner Korte responded that the Compact Model Language does not contain specific language regarding the number of times each state council meets, but he agreed with Commissioner Miller in that the Commission needs to be cautious that extraneous rules are not created that overstep the bounds of the Commission. He concluded by stating that asking states to hold a meeting of their state council was not an unreasonable request. General Counsel also addressed the question presented by Commissioner Miller citing that in agreement with Commissioner Korte the statute requires a state council body which implies that they meet and conduct the business of the Compact. The proposed Rules change is clarification of the language in the statute. Commissioner Miller clarified that the issue was not requiring annual state council meetings but with not having the punitive steps clearly outlined before adopting the Rules change. Commissioner Serrano interjected that the National Office and even individuals within the state have tried to compel state councils to meet but have been repeatedly ignored so that was why the Compliance Committee felt a Rules change was in order.

The motion being made to accept the proposed Rules requiring annual state council meetings was voted on by voice. The following member states voted against the motion: District of Columbia, North Dakota, and West Virginia. Motion carried.

### **Standing Committee Reports**

**Finance** - Commissioner Greg Lynch (WA) briefed the Commission. For FY18 100% of the annual state dues were collected, the annual audit, performed by Blue and Co., came back clean, and the Finance Committee completed all three goals assigned to them in the 2017-2019 Strategic Plan. There being no questions Commissioner Lynch closed the Finance Committee report.

**Compliance** - Commissioner Korte thanked the Compliance Committee for their hard work and dedication to better the implementation of the Compact. He explained the Compliance Committee works to better the Commission and support the initiatives of each member state. The Committee's focus in 2019 is to develop a New Commissioner Checklist, improve communications with appointing authorities to assist with filing Commissioner vacancies, and outlining the different steps the Commission would take to encourage compliance.

**Rules** - Commissioner Gable thanked the members of the Rules Committee for their work. She encouraged the members present to submit unique cases they have encountered or cases that demonstrate best practices using the Unique Case Submission form. The Rules Committee updated the Rules book and it is currently available online. Commissioner Gable concluded her report stating the Rules Committee is developing a Promulgation of Rules Guide to clarify the process by which new Rules or amendments to Rules may be proposed.

**Training** - Commissioner Kaminar expressed his appreciation for the Committee member's dedication to developing the Breakout Sessions for ABM. The Training Committee will work in 2019 to develop online training materials and a New Commissioner Mentoring program. Commissioner Kaminar debuted the Compact Overview video developed by the Training Committee.

**Communications and Outreach** - Commissioner Weiss yielded the floor to Communications Associate Richard Pryor for a report on the website and online media resources. Mr. Pryor highlighted recent changes and available resources on the mic3.net site. Commissioner Weiss thanked the Committee for their hard work over the past year. Commissioner Weiss included her report by debuting the public service announcements developed in partnership with DoD, the National Office, and the Training Committee.

### **Ex-Officio Reports**

**National Federation of State High School Associations (NFHS)** - Davis Whitfield explained NFHS leadership organization for athletics and fine art activity. As a federation each state governs independently, and all rulings are made at the local level. The federation comes together to address health and safety and education. The transitioning military-connected student presents a challenge for the NFHS because residency is how state associations determine where students participate in athletics and activities. A student must reside in the district where they want to participate in sports or other fine art activities. All questions should be addressed to the Superintendent in the district where the family is transitioning to. Each state looks at academic eligibility differently and that comes from the school not from the federation. The NFHS recommends understanding the rules and guidelines regarding athletics and activities before you move into the district.

**U.S. Department of Defense (DOD)** - USDOD Representative Kathleen Facon reported on transition support grants offered to public schools through the DOD's competitive grant program. Funding has varied from year to year because it reflects the funding available within the DOD. Representative Facon informed the Commission that the DoD is planning to hold a council meeting related to its work with MIC3.

**Military Impacted School Association (MISA)** - Executive Director Kyle Fairbairn reported that the second Memorandum of Understanding had been signed with the Commission that will allow MISA and MIC3 to provide joint training in MISA School Districts. There is no cost affiliated with the training and no funds will be exchanged between the Commission and MISA. To date 47 school districts have been reached in four trainings. Only seven of those school districts were MISA districts that translates to 40 districts learning about the Compact that may not have had the opportunity without this partnership. He concluded his report by recognizing the other ex-officio organizations of the Compact.

**Military Child Education Coalition (MCEC)** - David Splitek updated the Commission on MCEC's current outreach efforts. He provided insights on current mentoring programs established and supported by MCEC to help military-connected children and their parents.

**National Military Family Association (NMFA)** - Eileen Huck updated the Commission regarding NMFA's activities during the past year. Ms. Huck stated NMFA's grant through the Bill and Melinda Gates Foundation focused on military families, academic standards, and school quality.

### **General Attendee Sessions Report**

Chair Kraeger explained that three breakout sessions were held focused on topics related to the Compact.

**Advancing School Relationships** - Dr. Keith Mispagel, Superintendent, Fort Leavenworth School District; Ms. Helen Payne, Superintendent, North Hanover School District

The session explored the various ways and forms of communication used by school districts to connect with the military families attending their schools. Ms. Payne explained the four "C" of building relationships: communicating, connecting, committing to the process, and caring about people. She explained how the time to build those relationships is before you need them. The participants shared their experiences and ideas on how they do that within their communities and school districts. Dr. Mispagel and Ms. Payne thanked the attendees and praised their knowledge and willingness to share their ideas.

### **Future Annual Business Meetings**

Commissioner Serrano encouraged members to attend the 2019 ABM in Colorado Springs, CO on October 23-24, 2019. The 2020 ABM will be held in Little Rock, Arkansas – dates are forthcoming. Commissioner Kaminar extended an invitation to the Commission and highlighted some of the interesting sites Little Rock has to offer. Chair Kraeger reported that 2021 is scheduled for Nevada however due to the current Commissioner vacancy for this state, the location is not yet confirmed. She added once the Nevada appointment is received, the National Office will verify with the new Commissioner. She concluded by stating proposals for 2022 are being accepted, and interested states should contact the National Office.

### **Closing Comments**

Chair Kraeger informed the Commission that Tier Group reports would be disseminated after the meeting due to time constraints. Commissioner Daniel Dunham (VA) recognized Commissioner LuPiba for his work with Ohio's Purple Star program. Commissioner LuPiba presented the Commission with a proclamation from the Office of the Governor of the state of Ohio, the Honorable John Kasich. The Commission recognized Past Chair Gavlak for her steadfast service to the Commission and military-connected children. Chair Kraeger closed the meeting by thanking the Commissioners for their hard work and dedication.

### **Adjournment**

**Commissioner Serrano (CO) motioned to adjourn at 3:36PM ET, seconded by Commissioner Kaminar (AR). Motion carried.**

## EXECUTIVE COMMITTEE REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23-24, 2019

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To: Commissioners, Designees and Ex-Officio Members  
From: John "Don" I. Kaminar (AR), Chair

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Your Executive Committee has worked exceptionally hard and well this year. We have met twelve times, including face-to-face meetings in Little Rock, Arkansas and Lexington, Kentucky, and have much to show for our efforts.

We began with a retreat in Little Rock, Arkansas, where we welcomed two new ExCom members. Dr. Brian Henry (Missouri) has taken the chair of the Communications and Outreach Committee, while Dr. Ernise Singleton (Louisiana) has assumed leadership of the Training Committee. During the retreat the ExCom addressed several issues for the betterment of governance of the commission. We developed an improved Code of Conduct form and Conflict of Interest policy; we began the work of defining the relationship between the Commission and its ex officio member organizations; and we established norms for the conduct of our meetings, both as a national organization and on our standing and ad hoc committees.

The work continued during the next several meetings and culminated during our spring retreat in Lexington, Kentucky, during which we laid the groundwork for a new Strategic Plan to guide our growth over the next three years. Our excellent consultant, Brian Riggs, of the Dialog Shop, lent his expertise to help guide us through the planning process. The result was the plan which we have improved using your survey responses and which we will finalize during this Annual Business Meeting.

The ExCom has also commissioned the National Guard and Reserve Task Force. Under the leadership of Dr. Kathy Berg (Hawaii), the task force will collect and analyze data to make a recommendation as to whether the children of reserve component service members need the protections of the Compact. The Task Force's initial report is due to the Executive Committee in April 2020, with a final report due by the 2020 Annual Business Meeting.



Finally, the ExCom has established contact with representatives of the U.S. Public Health Service and the National Oceanic and Atmospheric Administration. Because the MIC3 protects the children of officers in those organizations, it is important that we develop the relationship that will enable us to fulfill our legal obligations to the children of officers in those organizations.

**MIC3 National Office Case and Inquiry Summary  
FY 2018 - July 1, 2018 to June 30, 2019**

Requestor	#	%
Parent	25	30%
Military Service (i.e. School Liaison Officer)	4	5%
State	0	0%
Compact Commissioner	42	51%
Ex-Officio Member	4	5%
District/School	6	7%
Student	1	1%
<b>TOTAL</b>	<b>82</b>	<b>100%</b>

Type	#	%
Compact Related	29	35%
Not Applicable	53	65%
<b>TOTAL</b>	<b>82</b>	<b>100%</b>

Compact Related Case Topics	#	Article	% *
Art III-Applicability	6	6	20%
Art IV-Educational Records & Enrollment: Immunizations Rec	3		
Art IV-Enrollment-Kindergarten Entry	4	7	23%
Art V-Placement & Attendance: Absence Related to Deploy	2		
Art V-Placement & Attendance: Course Placement	4		
Art V-Placement & Attendance: Educ Program Placement	2		
Art V-Placement & Attendance: Placement Flexibility	1		
Art V-Placement & Attendance: SPED	0	9	30%
Art VI-Eligibility for Enrollment	1		
Art VI-Eligibility for Extracurricular Participation	0	1	3%
Art VII-Graduation Req (Sr Yr Transfers)	5		
Art VII-Graduation: Exit/EOY Exams	2	7	23%
<b>TOTAL</b>	<b>30</b>	<b>30</b>	<b>100%</b>

Not Applicable Case Topics	# Cases	%
Art V - Placement and Attendance	9	17%
Art VII - Graduation	3	6%
Credit Transfer	3	6%
Grade calculation	2	4%
Homeschool	2	4%
Charter School Lottery Waiver	2	4%
Art IV - Educational Records and Enrollment	2	4%
Credit for AP courses taken in a sending district	1	2%
Art III - Applicability	1	2%
Use of power of attorney for non-PCS or deployment transfer	1	2%
Weighting of AP and Honors course grades	1	2%
High school eligibility if the individual has a GED & college degree	1	2%
Support for the Compact and State Council	1	2%
Family Move Due to Spouse Employment	1	2%
Junior Year Graduation Reciprocity	1	2%
Tuition to a school district out of state	1	2%
Remote Enrollment	1	2%
Legislation	1	2%
Commissioner Appointment	1	2%
In-State Tuition Eligibility for Military Students in Higher Education	1	2%
Intrastate Moves	1	2%
Online Program Admission	1	2%

By Rcvg State	#	%
California	12	15%
Illinois	6	7%
Missouri	5	6%
Massachusetts	4	5%
Pennsylvania	4	5%
Texas	4	5%
Alabama	3	4%
New Jersey	3	4%
North Carolina	3	4%
Oklahoma	3	4%
Tennessee	3	4%
Hawaii	2	2%
Mississippi	2	2%
Virginia	2	2%
Arizona	1	1%
Colorado	1	1%
DC	1	1%
Georgia	1	1%
Idaho	1	1%
Kentucky	1	1%
Maine	1	1%
Minnesota	1	1%
New York	1	1%
Oregon	1	1%
Rhode Island	1	1%
Utah	1	1%
Washington	1	1%
Wyoming	1	1%
DODEA	1	1%
No state	11	13%
<b>TOTAL</b>	<b>82</b>	<b>100%</b>

By Receiving State Military	#	%
Tier 1: 15,001+	27	33%
Tier 2: 6,001-15,000	22	27%
Tier 3: 2,001-6,000	16	20%
Tier 4: 0-2,000	5	6%
DODEA	1	1%
No state	11	13%
<b>TOTAL</b>	<b>82</b>	<b>100%</b>

Updated 6/27/2019

Note: Cases received 7/1/2018-6/30/2019

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**MIC3 National Office Case and Inquiry Summary  
FY 2018 - July 1, 2018 to June 30, 2019**

Incomplete Course Credit	1	2%
Drivers Education Requirements	1	2%
Temporary Move - Virtual School Accomodation	1	2%
Desire to attend school outside boundary area without paying school tuition	1	2%
Attend a school outside boundary area based on school calendar	1	2%
Private School Transfer	1	2%
Award of credits despite not completing semester	1	2%
When to register for school?	1	2%
Grade Retainment	1	2%
University scholarships	1	2%
Article IV - Enrollment	1	2%
Qualification for the summer extended school program	1	2%
Requesting resources for student behavior issues	1	2%
Pre-K transfer to Kindergarten	1	2%
<b>TOTAL</b>	<b>52</b>	<b>100%</b>

Note: A majority of the compact cases and inquiries are resolved at the state, district, and school levels.

This data is not reflective of the actual number of compact related cases that are addressed.

## GENERAL COUNSEL REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23-24, 2019

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To: Commissioners, Designees and Ex-Officio Members

From: Rick Masters, General Counsel

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The General Counsel provides guidance to the Commission and its Committees with respect to legal issues, related to their duties and responsibilities under MIC3 terms, its by-laws and rules. Actively participating in both dispute resolution and litigation matters related to enforcement of the Compact provisions and rules, Counsel also advises the Commission on issues pertaining to investigation, compliance, and enforcement responsibilities. General Counsel has managed and resolved litigation in two states during this period.

## FINANCE COMMITTEE REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23-24, 2019

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To: Commissioners, Designees and Ex-Officio Members

From: CAPT Bob Buehn (FL) USN (Ret), Chair

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The Finance Committee's recommendation that the Commission invest a portion of reserve funds into Vanguard Investments continues to prove a valid one as the growth in that account continues. The Committee evaluated and recommended a change to increase the annual dues formula from \$1.00 to \$1.15 per military child. Approved at the Fall 2018 ABM, the new formula was in effect FY2020. The Committee discussed the need to develop an investment policy which will be completed in FY2021. The FY2019 annual audit was completed by accounting firm Blue & Company and the Commission finances were found to be in good standing.

# The Council of State Governments

## Balance Sheet

	<b>6/30/2019</b>
<b>520 - Military Interstate Children's Compact Commission</b>	
Assets	
Long Term Investments	409,206.76
Cash with CSG	752,027.58
Total Assets	1,161,234.34
Liabilities & Net Assets	
Liabilities	
Deferred Revenue	51,517.00
Total Liabilities	51,517.00
Net Assets	
Unrestricted Net Assets	1,109,717.34
Total Net Assets	1,109,717.34
Total Liabilities & Net Assets	1,161,234.34
<b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>	<b>1,083,910.16</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>25,807.18</b>
<b>ENDING FUND BALANCE</b>	<b>1,109,717.34</b>

# The Council of State Governments

## Income Statement

Current Month			Year to Date					
6/30/2019	Budget	Variance			Actual	Budget	Variance	Annual Budget
<b>Revenues</b>								
0.00	48,520.50	(48,520.50)	520-171-10-40001	Appropriations	581,706.00	582,246.00	(540.00)	582,246.00
0.00	504.34	(504.34)	520-171-10-43000	Conference Registration Fees	14,290.00	6,052.00	8,238.00	6,052.00
(675.01)	0.00	(675.01)	520-171-10-51000	Interest Income	4,232.76	0.00	4,232.76	0.00
945.91	0.00	945.91	520-171-10-51010	Dividend Income	4,719.86	0.00	4,719.86	0.00
(2,849.61)	0.00	(2,849.61)	520-171-10-51020	Interest Paid	(2,849.61)	0.00	(2,849.61)	0.00
1,251.29	625.00	626.29	520-171-10-51040	Operating Interest Income	15,390.81	7,500.00	7,890.81	7,500.00
16,171.68	0.00	16,171.68	520-171-10-51080	Unrealized Gains - Equity Index	16,893.29	0.00	16,893.29	0.00
1,871.12	0.00	1,871.12	520-171-10-51090	Unrealized Gains - Bond Index	3,413.33	0.00	3,413.33	0.00
0.00	0.00	0.00	520-171-10-53030	Refunds	263.76	0.00	263.76	0.00
0.00	0.00	0.00	520-171-10-53300	Settlements	1,850.00	0.00	1,850.00	0.00
<b>16,715.38</b>	<b>49,649.84</b>	<b>(32,934.46)</b>	<b>Total Revenues</b>		<b>639,910.20</b>	<b>595,798.00</b>	<b>44,112.20</b>	<b>595,798.00</b>

### Expenses

16,129.81	17,083.34	953.53	520-171-10-60000	Salaries & Wages	211,481.40	205,000.00	(6,481.40)	205,000.00
1,204.26	1,666.67	462.41	520-171-10-61009	Payroll Taxes	15,474.73	20,000.00	4,525.27	20,000.00
8,235.06	8,916.67	681.61	520-171-10-61019	Retirement Benefits	100,287.02	107,000.00	6,712.98	107,000.00
2,746.94	2,250.00	(496.94)	520-171-10-61029	Other Benefits	32,286.44	27,000.00	(5,286.44)	27,000.00
0.00	200.00	200.00	520-171-10-61059	Continuing Education	3,247.37	2,400.00	(847.37)	2,400.00
0.00	25.00	25.00	520-171-10-61069	Staff Development	465.22	300.00	(165.22)	300.00
0.00	29.17	29.17	520-171-10-61089	Professional Membership Dues	340.00	350.00	10.00	350.00
19.99	41.67	21.68	520-171-10-62000	Supplies	1,218.55	500.00	(718.55)	500.00
67.21	91.67	24.46	520-171-10-62010	Postage	1,231.49	1,100.00	(131.49)	1,100.00
606.00	608.34	2.34	520-171-10-62090	Computer Service & Support	7,272.00	7,300.00	28.00	7,300.00
38.01	33.34	(4.67)	520-171-10-62110	Internet Access	438.64	400.00	(38.64)	400.00
89.79	250.00	160.21	520-171-10-62140	Software Purchase	2,306.44	3,000.00	693.56	3,000.00
144.00	145.84	1.84	520-171-10-62280	Insurance	1,728.00	1,750.00	22.00	1,750.00
12.61	225.00	212.39	520-171-10-62310	Photocopy	373.07	2,700.00	2,326.93	2,700.00
0.00	0.00	0.00	520-171-10-62320	Miscellaneous	32.00	0.00	(32.00)	0.00
5.78	25.00	19.22	520-171-10-62340	Credit Card Merchant Fees	447.77	300.00	(147.77)	300.00
356.92	375.00	18.08	520-171-10-62360	Direct Telephone Expense	4,452.79	4,500.00	47.21	4,500.00

## The Council of State Governments Income Statement

Current Month				Year to Date			
6/30/2019	Budget	Variance		Actual	Budget	Variance	Annual Budget
53.45	91.67	38.22	520-171-10-62370	641.76	1,100.00	458.24	1,100.00
0.00	666.67	666.67	520-171-10-62410	7,301.15	8,000.00	698.85	8,000.00
0.00	41.67	41.67	520-171-10-62440	806.60	500.00	(306.60)	500.00
0.00	208.34	208.34	520-171-10-66000	0.00	2,500.00	2,500.00	2,500.00
0.00	7,916.67	7,916.67	520-171-10-68230	97,285.64	95,000.00	(2,285.64)	95,000.00
14,000.00	1,250.00	(12,750.00)	520-171-10-72000	21,290.00	15,000.00	(6,290.00)	15,000.00
0.00	166.67	166.67	520-171-10-72010	1,844.83	2,000.00	155.17	2,000.00
2,100.60	1,250.00	(850.60)	520-171-10-74000	13,727.18	15,000.00	1,272.82	15,000.00
0.00	833.34	833.34	520-171-10-74080	5,714.98	10,000.00	4,285.02	10,000.00
0.00	1,250.00	1,250.00	520-171-10-76000	18,950.95	15,000.00	(3,950.95)	15,000.00
0.00	125.00	125.00	520-171-10-76020	0.00	1,500.00	1,500.00	1,500.00
0.00	25.00	25.00	520-171-10-78050	0.00	300.00	300.00	300.00
0.00	41.67	41.67	520-171-10-78060	0.00	500.00	500.00	500.00
0.00	166.67	166.67	520-171-10-80000	0.00	2,000.00	2,000.00	2,000.00
0.00	500.00	500.00	520-171-10-80020	5,750.00	6,000.00	250.00	6,000.00
2,166.66	1,750.00	(416.66)	520-171-10-85000	25,999.92	21,000.00	(4,999.92)	21,000.00
2,398.85	4,416.67	2,017.82	520-171-10-91010	31,707.08	53,000.00	21,292.92	53,000.00
<b>50,375.94</b>	<b>52,666.75</b>	<b>2,290.81</b>	<b>Total Expenses</b>	<b>614,103.02</b>	<b>632,000.00</b>	<b>17,896.98</b>	<b>632,000.00</b>
<b>(33,660.56)</b>	<b>(3,016.91)</b>	<b>(30,643.65)</b>	<b>NET SURPLUS/(DEFICIT)</b>	<b>25,807.18</b>	<b>(36,202.00)</b>	<b>62,009.18</b>	<b>(36,202.00)</b>



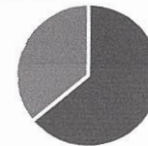
## Statement overview

**\$409,206.76**

Total value of all accounts as of June 30, 2019

Accounts	Value on 12/31/2018	Value on 06/30/2019
THE COUNCIL OF STATE GOVERNMENTS MIC3		
<b>Corporation account</b>	<b>\$362,070.91</b>	<b>\$409,206.76</b>

## Asset mix



	Value on 06/30/2019
64.0% Stocks	\$261,976.07
36.0% Bonds	147,230.69
0.0% Short-term reserves	0.00
0.0% Other	0.00
	<b>\$409,206.76</b>

Your asset mix percentages are based on your holdings as of the prior month-end.



Corporation account  
THE COUNCIL OF STATE GOVERNMENTS MIC3

**Account activity for Vanguard funds** continued

**Short-Term Invest-Gr Adm 0539-88180801141** continued

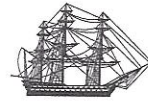
Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2018		\$10.44		13,541.838	\$141,376.79
01/31	Income dividend	\$351.43	10.50	33.470	13,575.308	
02/28	Income dividend	328.93	10.52	31.267	13,606.575	
03/29	Income dividend	365.15	10.59	34.481	13,641.056	
04/30	Income dividend	370.30	10.60	34.934	13,675.990	
05/31	Income dividend	385.29	10.65	36.177	13,712.167	
06/28	Income dividend	373.38	10.71	34.863	13,747.030	
<b>Ending balance on 6/30/2019</b>			<b>\$10.71</b>		<b>13,747.030</b>	<b>\$147,230.69</b>

Per your request, a copy of this statement has been sent to:  
THE COUNCIL OF STATE  
GOVERNMENTS  
MIC3 ATTN CHERISE IMAI  
1776 AVENUE OF THE STATES  
LEXINGTON KY 40511-8536

**Total Stock Mkt Idx Adm 0585-88180801141**

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$2,273.84

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2018		\$62.09		3,554.423	\$220,694.12
03/22	Income dividend .3736	\$1,327.93	69.49	19.110	3,573.533	



Vanguard®

Corporation account  
THE COUNCIL OF STATE GOVERNMENTS MIC3

Intermediary Services: 800-669-0498

**Account activity for Vanguard funds** continued

**Total Stock Mkt Idx Adm 0585-88180801141** continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
06/14	Income dividend .2647	945.91	71.58	13.215	3,586.748	
<b>Ending balance on 6/30/2019</b>			<b>\$73.04</b>		<b>3,586.748</b>	<b>\$261,976.07</b>

Per your request, a copy of this statement has been sent to:

THE COUNCIL OF STATE  
GOVERNMENTS  
MIC3 ATTN CHERISE IMAI  
1776 AVENUE OF THE STATES  
LEXINGTON KY 40511-8536



9:5 01460 51680 10101 0089 13 03410 5:6

## Fiscal Year 2020 Dues



Member State	Military Dependants	DUES FY20	Commissioner	Dues Remitted
Alabama	9,638	\$ 11,084	Dr. Douglas Ragland	
Alaska	8,838	\$ 10,164	Terry Ryals (Designee)	
Arizona	10,532	\$ 12,112	Bruce DuPlanty	\$ 12,112.00
Arkansas	2,558	\$ 2,942	Don Kaminar	\$ 2,945.00
California	57,863	\$ 66,542	VACANT	\$ 66,542.00
Colorado	18,842	\$ 21,668	Keith Owen	\$ 21,668.00
Connecticut	3,172	\$ 3,648	Laura Anastasio	\$ 3,648.00
Delaware	1,716	\$ 2,300	Susan Haberstroh	\$ 2,300.00
Florida	39,293	\$ 45,187	Robert Buehn	\$ 45,187.00
Georgia	31,292	\$ 35,986	Will Hardin	\$ 35,986.00
Hawaii	19,240	\$ 22,126	Kathy Berg	\$ 12,979.00
Idaho	2,014	\$ 2,316	Tim McMurtrey	\$ 2,316.00
Illinois	7,346	\$ 8,448	Darcy Bentway	\$ 8,448.00
Indiana	2,343	\$ 2,694	PJ McGrew	\$ 2,694.00
Iowa	1,064	\$ 2,300	Misty Nissen	
Kansas	10,287	\$ 11,830	Craig Neuenswander	\$ 11,830.00
Kentucky	8,159	\$ 9,383	Stephen P. Bullard	\$ 9,383.00
Louisiana	7,935	\$ 9,125	Ernise S. Singleton, PhD	\$ 9,125.00
Maine	1,143	\$ 2,300	Sarah Forster	\$ 2,300.00
Maryland	19,998	\$ 22,998	Mary Gable	\$ 22,998.00
Massachusetts	2,469	\$ 2,839	RADM J. Clarke Orzalli	\$ 2,839.00
Michigan	3,131	\$ 3,601	Col Russ Gullett	\$ 3,601.00
Minnesota	1,175	\$ 2,300	Daron Korte	\$ 2,300.00
Mississippi	4,931	\$ 5,671	VACANT	\$ 5,671.00
Missouri	7,676	\$ 8,827	Brian Henry	\$ 8,827.00
Montana	1,543	\$ 2,300	Hal Stearns	\$ 2,300.00
Nebraska	3,841	\$ 4,417	Brian Halstead	\$ 4,417.00
Nevada	5,891	\$ 6,775	VACANT	\$ 6,775.00
New Hampshire	700	\$ 2,300	Kathleen Murphy	\$ 2,300.00
New Jersey	4,511	\$ 5,188	Tony Trongone	\$ 5,188.00
New Mexico	5,381	\$ 6,188	VACANT	
New York	10,638	\$ 12,234	Dr. Debra Jackson	
North Carolina	43,672	\$ 50,223	Alex Erwin	
North Dakota	2,421	\$ 2,784	Davina French	\$ 2,784.00
Ohio	6,856	\$ 7,884	Pete Lupiba	\$ 7,884.00
Oklahoma	9,082	\$ 10,444	Dr. Darrell Floyd	
Oregon	1,703	\$ 2,300	Cindy Hunt	\$ 2,300.00
Pennsylvania	4,110	\$ 4,727	Barbara Clemmer	\$ 4,727.00

Current as of 9/27/2019

This spreadsheet does not reflect delinquencies. Fiscal Year 2020 Dues are not delinquent until July 1, 2020

Rhode Island	1,405	\$ 2,300	Rosemarie Kraeger	\$ 2,300.00
South Carolina	13,368	\$ 15,373	Yolande Anderson	\$ 15,737.00
South Dakota	1,603	\$ 2,300	Alan Kerr	\$ 2,300.00
Tennessee	11,568	\$ 13,303	Deanna McLaughlin	
Texas	60,006	\$ 69,000	Shelly Ramos	\$ 69,000.00
Utah	3,247	\$ 3,734	Ben Rassmussen	\$ 3,734.00
Vermont	185	\$ 2,300	David Young	\$ 2,300.00
Virginia	70,213	\$ 69,000	Dan Dunham	\$ 69,000.00
Washington	26,656	\$ 30,654	Greg Lynch	\$ 30,654.00
Washington DC	814	\$ 2,300	Taneka Miller	\$ 2,300.00
West Virginia	651	\$ 2,300	Chris Cmiel	\$ 2,300.00
Wisconsin	1,811	\$ 2,300	Shelley Joan Weiss	
Wyoming	1,369	\$ 2,300	Chad Delbridge	\$ 2,300.00

<b>Total</b>		<b>\$663,319</b>			<b>Total</b>	<b>\$ 536,299</b>
<b>Remaining Balance</b>		<b>\$127,020</b>			<b>States Paid</b>	<b>41</b>
<b>States Outstanding</b>		<b>10</b>			<b>% Paid</b>	<b>80%</b>
					<b>% of Dues</b>	<b>80.85%</b>

# The Council of State Governments

## Balance Sheet

	<b>8/31/2019</b>
<b>520 - Military Interstate Children's Compact Commission</b>	
Assets	
Long Term Investments	409,160.07
Cash with CSG	1,029,084.70
Total Assets	1,438,244.77
Liabilities & Net Assets	
Net Assets	
Unrestricted Net Assets	1,438,244.77
Total Net Assets	1,438,244.77
Total Liabilities & Net Assets	1,438,244.77
 <b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b>	 <b>1,116,144.95</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>322,099.82</b>
 <b>ENDING FUND BALANCE</b>	 <b>1,438,244.77</b>

# The Council of State Governments

## Income Statement

Previous Month				Year to Date				Annual Budget
8/31/2019	Budget	Variance		Actual	Budget	Variance	Annual Budget	
<b>11396 - MIC3 - ADMINISTRATION</b>								
<b>Revenues</b>								
142,820.00	55,276.58	87,543.42	520-171-10-40001	402,020.00	110,553.16	291,466.84	663,319.00	
910.00	750.00	160.00	520-171-10-43000	1,450.00	1,500.00	(50.00)	9,000.00	
345.06	8.33	336.73	520-171-10-51000	704.30	16.66	687.64	100.00	
0.00	166.66	(166.66)	520-171-10-51010	0.00	333.32	(333.32)	2,000.00	
1,498.56	250.00	1,248.56	520-171-10-51040	3,030.48	500.00	2,530.48	3,000.00	
(5,344.26)	416.66	(5,760.92)	520-171-10-51080	(1,578.17)	833.32	(2,411.49)	5,000.00	
964.65	8.33	956.32	520-171-10-51090	827.18	16.66	810.52	100.00	
<b>141,194.01</b>	<b>56,876.56</b>	<b>84,317.45</b>	<b>Total Revenues</b>	<b>406,453.79</b>	<b>113,753.12</b>	<b>292,700.67</b>	<b>682,519.00</b>	
<b>Expenses</b>								
14,570.25	18,333.33	3,763.08	520-171-10-60000	33,750.57	36,666.66	2,916.09	220,000.00	
1,419.11	1,666.66	247.55	520-171-10-61009	2,952.30	3,333.32	381.02	20,000.00	
7,508.15	8,916.66	1,408.51	520-171-10-61019	17,870.23	17,833.32	(36.91)	107,000.00	
2,718.62	2,666.66	(51.96)	520-171-10-61029	5,469.33	5,333.32	(136.01)	32,000.00	
0.00	250.00	250.00	520-171-10-61059	0.00	500.00	500.00	3,000.00	
0.00	250.00	250.00	520-171-10-61069	0.00	500.00	500.00	3,000.00	
0.00	29.16	29.16	520-171-10-61089	0.00	58.32	58.32	350.00	
613.74	166.66	(447.08)	520-171-10-62000	618.91	333.32	(285.59)	2,000.00	
123.29	125.00	1.71	520-171-10-62010	337.06	250.00	(87.06)	1,500.00	
606.00	608.33	2.33	520-171-10-62090	1,212.00	1,216.66	4.66	7,300.00	
38.01	41.66	3.65	520-171-10-62110	76.02	83.32	7.30	500.00	
801.75	250.00	(551.75)	520-171-10-62140	1,977.84	500.00	(1,477.84)	3,000.00	
144.00	145.83	1.83	520-171-10-62280	288.00	291.66	3.66	1,750.00	
3.58	225.00	221.42	520-171-10-62310	47.01	450.00	402.99	2,700.00	
25.00	41.66	16.66	520-171-10-62340	64.49	83.32	18.83	500.00	
402.29	375.00	(27.29)	520-171-10-62360	771.00	750.00	(21.00)	4,500.00	
53.83	125.00	71.17	520-171-10-62370	107.66	250.00	142.34	1,500.00	
0.00	750.00	750.00	520-171-10-62410	0.00	1,500.00	1,500.00	9,000.00	
106.91	83.33	(23.58)	520-171-10-62440	214.59	166.66	(47.93)	1,000.00	



# The Council of State Governments

## Income Statement

Previous Month			Year to Date				
8/31/2019	Budget	Variance		Actual	Budget	Variance	Annual Budget
0.00	250.00	250.00	520-171-10-66000	2,843.10	500.00	(2,343.10)	3,000.00
0.00	8,333.33	8,333.33	520-171-10-68230	975.00	16,666.66	15,691.66	100,000.00
0.00	1,500.00	1,500.00	520-171-10-72000	0.00	3,000.00	3,000.00	18,000.00
0.00	250.00	250.00	520-171-10-72010	0.00	500.00	500.00	3,000.00
428.00	2,091.66	1,663.66	520-171-10-74000	2,222.71	4,183.32	1,960.61	25,100.00
760.86	833.33	72.47	520-171-10-74080	1,830.99	1,666.66	(164.33)	10,000.00
0.00	1,666.66	1,666.66	520-171-10-76000	0.00	3,333.32	3,333.32	20,000.00
0.00	25.00	25.00	520-171-10-78050	0.00	50.00	50.00	300.00
0.00	83.33	83.33	520-171-10-78060	0.00	166.66	166.66	1,000.00
0.00	166.66	166.66	520-171-10-80000	0.00	333.32	333.32	2,000.00
3,000.00	500.00	(2,500.00)	520-171-10-80020	3,000.00	1,000.00	(2,000.00)	6,000.00
1,749.98	1,750.00	0.02	520-171-10-85000	3,708.30	3,500.00	(208.30)	21,000.00
1,753.67	2,916.66	1,162.99	520-171-10-91010	4,016.86	5,833.32	1,816.46	35,000.00
<b>36,827.04</b>	<b>55,416.57</b>	<b>18,589.53</b>	<b>Total Expenses</b>	<b>84,353.97</b>	<b>110,833.14</b>	<b>26,479.17</b>	<b>665,000.00</b>
<b>104,366.97</b>	<b>1,459.99</b>	<b>102,906.98</b>	<b>NET SURPLUS/(DEFICIT)</b>	<b>322,099.82</b>	<b>2,919.98</b>	<b>319,179.84</b>	<b>17,519.00</b>

**MIC3 FY2021 Proposed Budget (DRAFT)**

Acct. #	Description - Expenses	FY20	FY21	Notes
60000	Salaries and wages	\$ 220,000	\$ 220,000	3 positions (ED + 2 staff)
61009	Payroll Taxes	\$ 20,000	\$ 20,000	
61019	Retirement Benefits	\$ 107,000	\$ 110,000	Kentucky Retirement empl contrib=50% (of payroll)
61029	Other Benefits	\$ 32,000	\$ 36,000	Employer contribution increase 12% FY21
61059	Continuing Education	\$ 3,000	\$ 3,000	Staff higher education
61069	Staff development	\$ 3,000	\$ 3,000	Staff professional development and skill courses
61089	Professional membership dues	\$ 350	\$ 350	Membership for PRSA and other organizations
62000	Supplies	\$ 2,000	\$ 2,000	Office supplies
62010	Postage	\$ 1,500	\$ 1,500	
62090	Computer service and support *	\$ 7,300	\$ 7,300	CSG IT charges to MIC3 (\$202/mo per staff)
62110	Internet Access*	\$ 500	\$ 500	For internet
62140	Software purchase*	\$ 3,000	\$ 3,500	Constant Contact, Survey Monkey, Adobe, Muse, Powtoon
62280	Insurance *	\$ 1,750	\$ 1,750	3 year contract for 2018-2020
62310	Photocopy	\$ 2,700	\$ 2,700	ABM and 2-EXCOM meeting/retreat
62340	Credit card merchant fee	\$ 500	\$ 500	ABM online credit card payment fees
62360	Direct telephone expense*	\$ 4,500	\$ 4,500	3 landlines + long distance calls for committee meetings
62370	Cell phone expense	\$ 1,500	\$ 1,500	
62410	Advertising promotion	\$ 9,000	\$ 9,000	Collaterals (2 orders/year), Annual Report w/b digital
62440	Gifts and awards	\$ 1,000	\$ 1,500	ABM Awards
66000	Equipment purchase	\$ 3,000	\$ 2,000	Staff computers
68230	Meeting expense	\$ 100,000	\$ 100,000	For all ABM meeting expenses
72000	Consultant services	\$ 18,000	\$ 8,000	General Counsel service (\$100/hr) & Strat Plan Consultant
72010	Consultant expense	\$ 3,000	\$ 3,000	General Counsel & Strat Plan Consultant travel
74000	Staff travel	\$ 25,100	\$ 25,400	Requests for training and briefings has increased
74080	Other Travel	\$ 10,000	\$ 10,000	Approved by EXCOM for MISA school district training
76000	Executive Committee	\$ 20,000	\$ 20,000	2 in person meetings/year for 8 members
76020	Board member travel	\$ -	\$ 1,000	CSG Affiliate position rotated to another affiliate agency
78050	Printing	\$ 300	\$ 2,000	Signage
78060	Photography	\$ 1,000	\$ 1,000	Commissioner headshots
80000	Legal services	\$ 2,000	\$ 2,000	Litigation costs
80020	Audit & accounting Fees *	\$ 6,000	\$ 6,000	Fixed cost
85000	Rent *	\$ 21,000	\$ 21,000	Fixed cost
91010	Indirect costs *	\$ 35,000	\$ 35,000	Mgmt fee to CSG decreased from 8.1% to 5.1% due to KERS
<b>Total</b>		<b>\$ 665,000</b>	<b>\$ 665,000</b>	

\* Fixed cost

<b>Projected Revenue</b>	\$ 680,519	\$ 675,043
<b>Total Expenses</b>	\$ 665,000	\$ 665,000
<b>Projected Revenue vs Expenses</b>	\$ 15,519	\$ 10,043

Item #	Description - Revenues	FY20	FY21
40001	Appropriations	\$ 663,319	\$ 654,843
43000	Conf regis fees	\$ 9,000	\$ 7,000
51010	Interest Income	\$ 100	\$ 100
51040	Dividend Income	\$ -	\$ -
51080	Operating Interest Income	\$ 3,000	\$ 10,000
51090	Unreal. Gains-Eq Index	\$ 5,000	\$ 3,000
51080	Unreal. Gains-Bd Index	\$ 100	\$ 100
<b>Projected Total</b>		<b>\$ 680,519</b>	<b>\$ 675,043</b>

Investment (Vanguard)	
Current Balance - August 2019	\$ 409,160
Initial Investment - August 2017	\$ 350,000
<b>Net Gain</b>	<b>\$ 59,160</b>

Fund Balance	
FY20 Beginning Balance	\$ 1,116,144.95
Net Surplus (Deficit)	\$ 217,732.85
<b>End Fund Balance</b>	<b>\$ 1,333,877.80</b>

Notes: Percentage of FY21 proposed budget  
 \$ 386,000 (58%) = salaries, payroll taxes, benefits, KY retirement system  
 \$ 110,000 (17%) = KERS only, based on 50% of salary  
 \$ 79,550 (12%) = fixed costs\* (rent, indirect cost to CSG, audit and accounting fees, insurance and IT fees, computer, software service and support)

Approved by EXCOM 9/19/2019  
 Approved by FINCOM 9/24/2019

## COMMUNICATION AND OUTREACH COMMITTEE REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23-24, 2019

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To: Commissioners, Designees and Ex-Officio Members

From: Brian Henry, Chair

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In its second year the Communications and Outreach Committee contributed to several Commission initiatives. The committee members began FY19 focused on disseminating information through professional organizations and into areas that are minimally impacted by the military. The Committee is developing a definition for MIC3 partners that will assist the Commission in recognizing organizations and groups that can assist with the mission of the Compact.

During FY2019 the Committee, once again, reviewed and edited materials designed by the National Office for the Month of the Military Child (MOTMC). The resources were pushed out through the Commission's social media sites, newsletters, ED Report, and Chair Message making April 2019 MOTMC one of the Commission's biggest communication and outreach efforts to date.

In response to feedback from Commission training sessions the Communications and Outreach Committee, in collaboration with the Training Committee, designed MIC3 bookmarks for use at training events. The creation of five bookmarks highlighting the provisions of the Compact has been well received and will be available in FY20 for download on the Commission's website.

The Committee is presently developing an overarching Communication Plan in conjunction with the Commission's 2019-2022 Strategic Plan and focused on communicating the mission of the Compact.

## TRAINING COMMITTEE REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23-24, 2019

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To: Commissioners, Designees and Ex-Officio Members

From: Ernise Singleton, Training Committee Chair

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At the 2018 Annual Business Meeting (ABM) the Training Committee adopted a Committee Mission Statement and Shared Commitments to reflect its work.

*The Mission of the MIC3 Training Committee is to respond to the needs of various audiences to provide accurate, current and customized content about the compact for use by commissioners, schools, families and military-connected stakeholders.*

During FY19 this committee completed several projects demonstrating their commitment to this Mission Statement. The Training Committee, in collaboration with the Communications and Outreach Committee, developed five bookmarks emphasizing the provisions of the Compact. Currently the bookmarks are provided to attendees at MIC3 training sessions but will be available for download from the MIC3 website in FY20.

The Training Committee continues to develop training materials in response to feedback from Commissioner and training session attendees. During 2018, based on surveys completed through the Commission's partnership with MISA, the need for additional resources was identified. The MIC3 Training Workbook was introduced in May 2019 at the Army SLO Training in Orlando, Florida. The workbook continues to be edited based on feedback received at additional trainings and will be available for use in FY20.

The Commission identified the need for a program to mentor newly appointed Commissioner and included it in the 2017-2019 Strategic Plan. This task was assigned to the Training Committee in October 2018 and was recently finalized. The New Commissioner Mentoring Program will be briefed out at the 2019 ABM in Colorado Springs.

In FY20 the Training Committee is focused on implementing the 2020-2022 Strategic Plan to support and educate parents, students, and associated persons as advocates for transitioning students and military personnel about the compact

## New Commissioner Mentoring Program

### I. Introduction

“The goal of MIC3 is to replace the widely varying policies affecting transitioning military students. The Compact leverages consistency. It uses a comprehensive approach that provides a consistent policy in every school district in every State that chooses to join.” (Military Interstate Children’s Compact Commission [MIC3], 2018)

This toolkit is designed for mentors to assist in starting up and maintaining an effective mentoring relationship with newly appointed Commissioners.

### II. Scope of Work

Seasoned and past Commissioners serving in the role of mentor provide professional educational leadership for new Commissioners. Although a mentor may provide a number of services, the main purpose is to assist newly appointed Commissioners or Designees in implementing the Compact while recognizing best practices and ensuring successful educational transitions for military-connected students.

### III. Mentors

Ideally the Compact would like to utilize seasoned or former Commissioners, with a passion for the Commission, in the role of mentor, but any Commissioner that volunteers will be accepted as a potential mentor. Individuals selected as a mentor should be able to or have knowledge of:

1. Knowledge of the Compact’s mission, vision, and shared commitments
2. Knowledge of how the Commission is structured
3. Stay accessible, committed, and engaged during the length of the program
4. Offer encouragement through genuine positive enforcement
5. Share “lessons learned” from their own experiences
6. Be a resource and a sounding board
7. Attend the Annual Business Meeting (ABM) providing support prior to, during, and after the meeting

### IV. Mentees

Newly appointed Commissioners will enter into the New Commissioner Mentoring Program upon receipt of their formal appointment letter from their state’s appointing authority. If the new Commissioner previously served as a designee at ABM or participated in the Compact in a formal capacity the process or timeline may be condensed based on their individual needs. Steps may be modified to provide the mentee with the tools necessary for success in their new role.

## V. Process & Timeline

### Step 1: National Office New Commissioner Onboarding 30 Days

- Upon receipt of a formal appointment letter signed by the Member State’s appointing authority, the Executive Director (ED) will reach out to the new Commissioner to schedule an onboarding call within 30 days.
- The ED will brief the new Commissioner regarding the history, formation, application, and implementation of the Compact. (formerly known as the 101 briefing)
- Upon completion of the onboarding call the ED will notify the Training Committee Chair that State A has appointed a new Commissioner and they are ready to be paired with a mentor.
- The ED will make a recommendation regarding the mentor based on the Commissioners bio and information received during the onboarding process. This summary will be provided to the Training Committee Chair.

### Step 2: Mentor & Mentee Assignment 15 Days

- Upon notification from the ED the Training Committee Chair will assign a mentor from the Committee’s approved list of Commissioners who have indicated a willingness to be a mentor.
- Criteria to consider when assigning a mentor:
  - Similar number of military impacted students residing in the member State.
- Once a mentor has been asked and accepted the Training Committee Chair will notify the new Commissioner that a mentor has been assigned and will be in touch shortly.
- The Training Committee Chair will provide the mentee’s contact information to the mentor and vice versa so the process may begin.

### Step 3: Mentor & Mentee Program Task

\*Please adjust task accordingly if the appointment takes place close to ABM.

- [How to register for the ABM](#)
- [Expectations while at the ABM](#)
- [Information on agenda items the Commission will be voting on](#)
- Introductions
  - Mentor will contact mentee within 1 week of receiving their contact information to introduce themselves and designate a time to discuss next steps.
- Suggested Topics for Discussion
  - Who should be a member on your state council?
    - Provide examples of other member state’s council make-up
    - High School Athletic Associations
    - School Associations
    - State Council meeting agenda topics: review rules, recent cases, educating stakeholders on the Compact, roles & responsibilities of members.

- Communication
  - Various forms of communication utilized by the mentor
  - Various forms of communication utilized by the Commission and National Office.
  - The time allotted to that task.
- The mentor should share challenges they have encountered with the mentee.
- Case Resolution
  - Who does the Commissioner contact if they need assistance with a case or has a question?
- Record keeping

#### **Step 4: Communication**

To help ensure the newly appointed Compact Commissioner successfully transitions into their new role the following meeting or contact schedule should serve as a baseline for building a purposeful collaboration.

- Initial Contact Between Mentor and Mentee
  - As stated in *Step 3* the mentor will contact the mentee within one (1) week of receiving their contact information from the Training Committee Chair.
- For the Initial Six Months
  - In the beginning mentors are expected to meet at least one time per month with their mentee for the first six months.
  - It may be easier to set monthly meetings for the same time each month for ease of scheduling.
  - The length of each meeting should be based on the needs of the participants; however, mentors are expected to provide the mentee with any pertinent information in a timely manner.
- After Six Months
  - After six months the meetings may become less regimented and should occur every other month or as needed.

#### **Reference Documents**

- 1) New Commissioner Tips
- 2) Commissioner Responsibilities <http://www.mic3.net/assets/excom-approved-commissioner-responsibilities-4.17.2019.pdf>

**TO:** Commissioners and Commissioner Designees upon appointment to the Military Interstate Children's Compact Commission.

**FROM:** MIC3 Training Committee

## **New Commissioner Tips**

**You've been onboarded by the Executive Director, and been assigned a mentor, what's next?**

1. Become familiar with your state compact statute. While all states and the District of Columbia adopted the model statute language, some vary on:
  - a. The appointment process and appointing authority for the Compact Commissioner and State Council
  - b. The composition of the State Council
  - c. Who leads the State Council (Compact Commissioner, State Department of Education)
  - d. Annual reporting requirements (to the Legislative Assembly, Governor or State Board of Education)
  - e. There may also be other requirements specific to your state noted in your statute.
2. Become familiar with the Compact Rules and Regulations. Keep in mind that if your state statute, state department of education or board of education regulations, or local education agency policies are in conflict with the Compact statute, the Compact provisions and Rules prevail.
  - a. Model compact: <http://www.mic3.net/assets/model-language.pdf>
  - b. Compact Rule Book: <http://www.mic3.net/assets/rules-2018-revised-9-nov--2018.pdf>
3. Connect with the outgoing Compact Commissioner (if possible). Obtain contact lists, information on meetings, strategies and initiatives.
4. Connect with your State Council (if one exists) members.
  - a. Send them an email or letter of introduction. The National Office can assist you with this task if needed.
  - b. Schedule one-on-one calls or meetings to discuss their perspective, concerns, ongoing cases or opportunities to support.
  - c. If you are not an educator, connecting with the State Department of Education is helpful in resolving cases and when connecting with LEA Superintendents. They may also be able to assist with other meeting resources if you do not have access to a facility or conference call system. They may also be able to advise you on state education policies and regulations, facilitate legal analysis or support.
  - d. The Military Family Education Liaison (MFEL) is a non-voting member of the State Council who assists families and the state in facilitating the implementation of the Compact.



- e. Military School Liaison Officers (SLO) help families with education transitions every day, and in addition to parents and school districts, you will most likely be contacted by SLOs for assistance on Compact cases. They likely are members of your State Council or attend meetings.

For a list of SLO by service:

<https://www.dodea.edu/Partnership/schoolLiaisonOfficers.cfm>

5. Identify other stakeholders that would be helpful to supporting the State Council's efforts in implementing the Compact. Refer to your state statute on the process of appointments to the State Council. Some Member States have added the following agencies and/or organizations:
  - a. State Athletics Associations
  - b. State Military and/or Veteran Affairs
  - c. State National Guard and Reserve
  - d. State Board of Education
  - e. Higher Education Agencies (University, P-20)
  - f. Special Education organizations
  - g. School Counselor organizations
6. Schedule your first State Council meeting. Member states are required to hold one meeting annually. Be sure to notify the National Office so it may be posted on your state compact webpage, and forward your agenda, minutes and handouts once they are available.
7. Once you have been assigned to a Standing Committee by the Commission Chair, the Committee Chair should connect with you. Be sure to note meeting dates and times on your schedule, although reminders will be sent via email and outlook.

Other questions? Connect with your Mentor, your preceding state Compact Commissioner, or National Office. The National Office and Commission are always here to help!

## COMPLIANCE COMMITTEE REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23-24, 2019

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To: Commissioners, Designees and Ex-Officio Members

From: Daron Korte, Chair

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Following the adoption of *Compact Rule 2.105 - State Councils* at the 2018 Annual Business Meeting the Compliance Committee continued to update current policies and develop new policies focused on structure and process. The policies and processes approved by the Committee in 2019 include:

- Code of Conduct Policy
- Conflict of Interest Policy
- Compliance Policy
- Policy for Resolving Compliance Issues
- Commissioner Appointment Process
- Commissioner Responsibilities
- Commissioner Checklist

The updated Code of Conduct Policy and form details Commissioner behavior in relation to the Commission, other Commissioners, or any other state. The Conflict of Interest Policy and form outlines that no Commissioner shall vote or participate in debate upon a matter in which the Commissioner has a direct or indirect financial or other personal interest resulting in a personal benefit that conflicts with the fair and impartial conduct of official duties. Both forms are to be submitted to the National Office no later than January 31<sup>st</sup> of each year.

The Compliance Committee continues to monitor member states with Commissioner vacancies and, with assistance from the National Office, communicate with the appointing authority to fill those vacancies in a timely manner.

This past year the Compliance Committee has worked to ensure proper policies and procedures are in place to guide the Commission forward. The hard work of these Committee Members speaks volumes regarding their commitment to the Commission and assisting military-connected children achieve their educational goals through the consistent application of the Compact.

	<p align="center"><b>Policy Number</b> <b>01-2019</b></p>
<p align="center"><b>Administrative Policy</b> RESOLVING COMPLIANCE ISSUES</p>	<p align="center"><b>Issued:</b> April 17, 2019</p>

**I. Authority**

The objective of this policy is to establish a proactive process for resolving non-compliance prior to a referral to the Compliance Committee. This policy is intended to promote resolution of such issues through positive interaction and seek to invoke punitive sanctions in the most serious cases and/or only as a measure of last resort. While this policy is intended to assist member states with non-compliance problems by promoting positive working relationships and solutions, it is recognized that this may not be applicable in all cases. It is not intended to circumvent the powers and duties of the Commission to enforce the provisions of the Compact as specified by statute or rules.

**II. Applicability**

This policy applies to the National Office and all member states.

**III. Policy**

When a non-compliance matter or complaint comes to the attention of the National Office, the National Office will respond by taking the action identified below, continuing through the process until the issue is considered resolved.

**Level One:** The Executive Director makes contact with the involved Commissioner(s) or other state point of contact and attempts to resolve the matter. If the matter can't be resolved it is advanced to Level Two for additional action.

**Level Two:** At Level Two the Executive Director continues to work to identify an acceptable solution by consulting with the appropriate standing committees, i.e. rules, training etc.

**Level Three:** At Level Three the Executive Director has exhausted attempts to resolve the compliance problem using the methods identified in the first two levels. The Executive Director elevates the matter to the Chair of the Compliance Committee.

**Level Four:** At Level Four the Chair of the Compliance Committee has exhausted attempts to resolve the matter using the methods identified in the first three levels. The Compliance Chair prepares a report to the Executive Committee for further action, including but not limited to commencing litigation in federal court.



## Compact Checklist for Commissioners

### Commission Responsibilities

Ensure Member States:

1. Establish a state commissioner
2. Establish or develop a state council
3. Comply with the MIC3 rules, regulations, and by-laws; and state statutes

### Commissioner Responsibilities

Compact Checklist for Commissioners:

1. **Be familiar with my state compact statute** <http://bit.ly/statestatutes>
  - a. Any additional language and requirements
2. **Establish and/or develop state council meetings.**
  - a. Meeting frequency requirements in statute
  - b. In some cases, the state council is coordinated by another individual or agency
3. **Submit an annual report (or brief) to the state legislature or assembly**
  - a. Required by some state statutes
4. **Attend the Annual Business Meeting (October)**
  - a. If the commissioner is unable to attend, the member state may designate a temporary representative or designee
  - b. Travel expenses paid by the commission
5. **Participate and attend standing committee meetings** <http://bit.ly/commmeetingdates>
  - a. Five (5) committees: Finance; Training; Communication and Outreach; Compliance; Rules
  - b. Meet quarterly or more by conference call, as determined by the committee chair
  - c. Also meets at the Annual Business Meeting
6. **Participate in tier group meetings** <http://bit.ly/tiergroups>
  - a. Member states grouped by military dependent impactation (low to high)
  - b. Meet at the Annual Business Meeting

Responsibilities to the National Commission: <http://bit.ly/coordpolicy>

1. **Submit Code of Conduct form** (annually)
2. **Report state council meeting dates to the national office**
3. **Submit state compact documentation by fiscal year end (June 30)**
  - a. Submissions accepted throughout the year

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- b. May include: meeting agenda and minutes, rosters, legislative reports, summary of accomplishments activities, or presentations for the previous year
- 4. **Ensure my MIC3 state compact webpage is current** <http://bit.ly/statepages>
  - a. My contact info
  - b. Secondary point of contact
  - c. State council members changes
- 5. **Respond timely to Commission requests, referrals, etc.**

Resignations and Term End: <http://bit.ly/coordpolicy>

- 1. **Inform the commission, state appointing authority, and my state council**
  - a. Within 30 days
- 2. **Assist in the appointment of the new commissioner (where appropriate)**
- 3. **Assist in the transition of the new commissioner**

## **COMMISSIONER APPOINTMENT PROCESS**

### **Background**

1. Since the enactment of the Compact, timely appointment of Commissioners has been an area of concern for some states. The following factors may contribute to this:

- Lack of knowledge by the appointing authority of the requirement to appoint a Commissioner as required by legislation
- Change of gubernatorial or appointing authority administration
- Commissioner resignation or turnover
- Current incumbent neglecting to inform the national office or appointing authority when they are no longer the Commissioner

### **Recommendation**

2. To create a process that helps appointing authorities recognize when there is a requirement to replace/appoint a Commissioner to represent their state. The appointing authority should identify an individual for the position who can effectively represent military families and their state.

### **Appointment**

3. The Commissioner is established under Article VIII, Section C of the Interstate Compact and is responsible for the implementation and administration of the Compact within their state. The Commissioner is appointed by the governor or another appointing authority identified by state legislation. Please refer to your state legislation for identification of the appointing authority.

Individuals from a variety of positions including superintendents, principals, former or current military members, and political appointees, have served as Commissioners.

The Commissioner is the primary point of contact for their state, individuals looking for assistance, and for the MIC3 National Office.

Other duties include, but are not limited to:

- Participate on commission committees
- Act as a liaison between national office, state compact office, and state council
- Ensure dues are paid within requirements set by commission
- Attend commission meetings
- Ensure the appointment complies with the statute
- Ensure state council is functioning with appropriate appointed members
- Develop-working relationship with judiciary
- Promote purpose and mission of Interstate Compact
- Request advisory opinions from MIC3 executive director within set guidelines (when necessary)

- Develop working relationships with district superintendents, school administrators and school counselors.
- Disseminate materials and educate school district/local educational agencies (LEAs) about the compact
- Record questions and cases handled by the commissioner and/or state council
- Develop a working relationship with all other State compact commissioners, area school liaison officers (if applicable), and MIC3 staff.

## MIC3 State Council Meetings

	State	(7/1/16-	FY2018 (7/1/17-6/30/18)	FY2019 (7/1/18-6/30/19)	FY2020 (7/1/19-6/30/20)	Notes
1	Alabama	4/27/17	7/27/18	10/4/2018	7/31/2019	
2	Alaska	reported	10/6/17	11/9/2018	New Comm Terry Ryals	By 9/2020
3	Arizona	reported	none reported	New Comm Bruce DuPLanty		By 6/2020
4	Arkansas	2/3/17	8/3, 11/2/17	11/1/18, 5/8/19	7/16, 9/17, 11/12/19, 1/14, 3/17, 5/12/20	
5	California	4/25/17	11/7/17, 5/4/18	11/6/18, 5/22/19		
6	Colorado	10/11/16	10/2/2017	10/11/2018	New Comm K.Owens	By 1/2020
7	Connecticut	4/6/17	10/5/17, 5/3/18	10/11/18, 3/21/19	10/3/19	
8	Delaware	3/9/17	3/8/2018	3/14/2019		
9	DC	3/13/17	5/3/2018	none reported		
10	Florida	10/14/16;	7/14/17, 10/13, 1/12/18, 4/13	1/12, 4/13/18, 1/11, 4/12/19	7/19/19, 1/10/20	
11	Georgia	3/21/17	4/24/18	New Comm W. Hardin		By 5/2020
12	Hawaii	1/20/17	12/8/17, 1/15/18	9/10/2018	7/3/19	
13	Idaho	reported	none reported	New Comm T. McMurtrey		By 5/2020
14	Illinois	reported	none reported	1/31/2019		
15	Indiana	reported	none reported	New Comm P. McGrew		By 6/2019
16	Iowa	reported	none reported	Comm Vacant as of 7/2018	New Comm M. Nissen	By 9/2020
17	Kansas	12/15/2016	11/30/2017	3/20/2019		
18	Kentucky	reported	9/29/2017	11/26/18		
19	Louisiana	reported	11/15/2017	New Comm E. Singleton		By 9/2019
20	Maine	12/9/16	11/30/2017	5/3/2019		
21	Maryland	11/9/16	11/7/2017	10/16/18		
22	Massachusetts	4/10/17	11/27/2017	11/29/18		
23	Michigan	11/3/17	11/1/2017	none reported		
24	Minnesota	5/25/17	12/12/17, 2/27/18, 7/5	4/23/2019		
25	Mississippi	reported	none reported	none reported	Vacant as of 7/2019	
26	Missouri	reported	11/29/17, 6/5/18	10/2/18, 6/18/19	10/2/2019	
27	Montana	8/10/16	5/25/2017	5/28/19		
28	Nebraska	9/13/16	9/13/2017	9/12/18		
29	Nevada	9/7/16	none reported	none reported	Vacant as of 8/2019	By 4/2020
30	New Hampshire	12/8/16	10/13/2017	12/11/2019		
31	New Jersey	reported	none reported	6/12/2019		
32	New Mexico	reported	none reported	Vacant as of 10/2018	Vacant as of 10/2018	
33	New York	11/9/16;	9/14/17, 4/17/18	9/19/18, 3/26/19	10/2/2019	
34	North Carolina	9/14/16	4/24/2018	9/26/18, 3/18/19		
35	North Dakota	reported	1/4/2018	12/4/18		
36	Ohio	5/10/17	8/23/17, 12/13, 5/14/18	11/15/18		
37	Oklahoma	6/28/17	6/11/2018	New Comm D. Floyd		By 4/2020
38	Oregon	3/23/17	9/26/17, 12/7/17	12/6/2019		
39	Pennsylvania	reported	none reported	6/13/2019 cancelled	New Comm B. Clemmer	By 7/2020
40	Rhode Island	12/12/16	10/24/2018	10/24/18		
41	South Carolina	4/24/17	4/26/2018			
42	South Dakota	4/1/17	4/24/2018	2/1/19		
43	Tennessee	4/21/17	4/16/2018	5/1/19		
44	Texas	reported	none reported	none reported		S.Ramos
45	Utah	reported	4/18/2018	4/16/19		
46	Vermont	reported	none reported	none reported	10/13/19	D.Young
47	Virginia	6/7/17	10/31/17, 12/14/17	10/24/18	10/2/19	
48	Washington	10/13/16	10/11/17	10/2/2018	10/9/19	
49	West Virginia	5/9/17	6/27/18	6/4/2019	7/24/2019	
50	Wisconsin	2/15/17	2/15/18	8/13/18, 2/11/19		
51	Wyoming	10/18/16;	7/11/17	5/21/2019		
0	Litigation					
3	Lv 1 (No mtg in FY17-18-19)					As of 9/30/19
0	Lv 2 (Met FY17, 0 in FY18)					
7	New Commissioner					
4	Vacant					

As of 9/30/19




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**Elections 2019**  
**Potential Impact on MIC3**



<b>State</b>	<b>MIC3 Commissioner</b>	<b>Governor (Incumbent)</b>	<b>Party</b>	<b>Appointing Authority for MIC3 Commissioner</b>
Kentucky	Steven P. Bullard	Matt Bevins	R	Governor
Louisiana	Ernise Singleton	John Bel Edwards	D	Governor
Mississippi	Phil Bryant	Phil Bryant	R	Governor

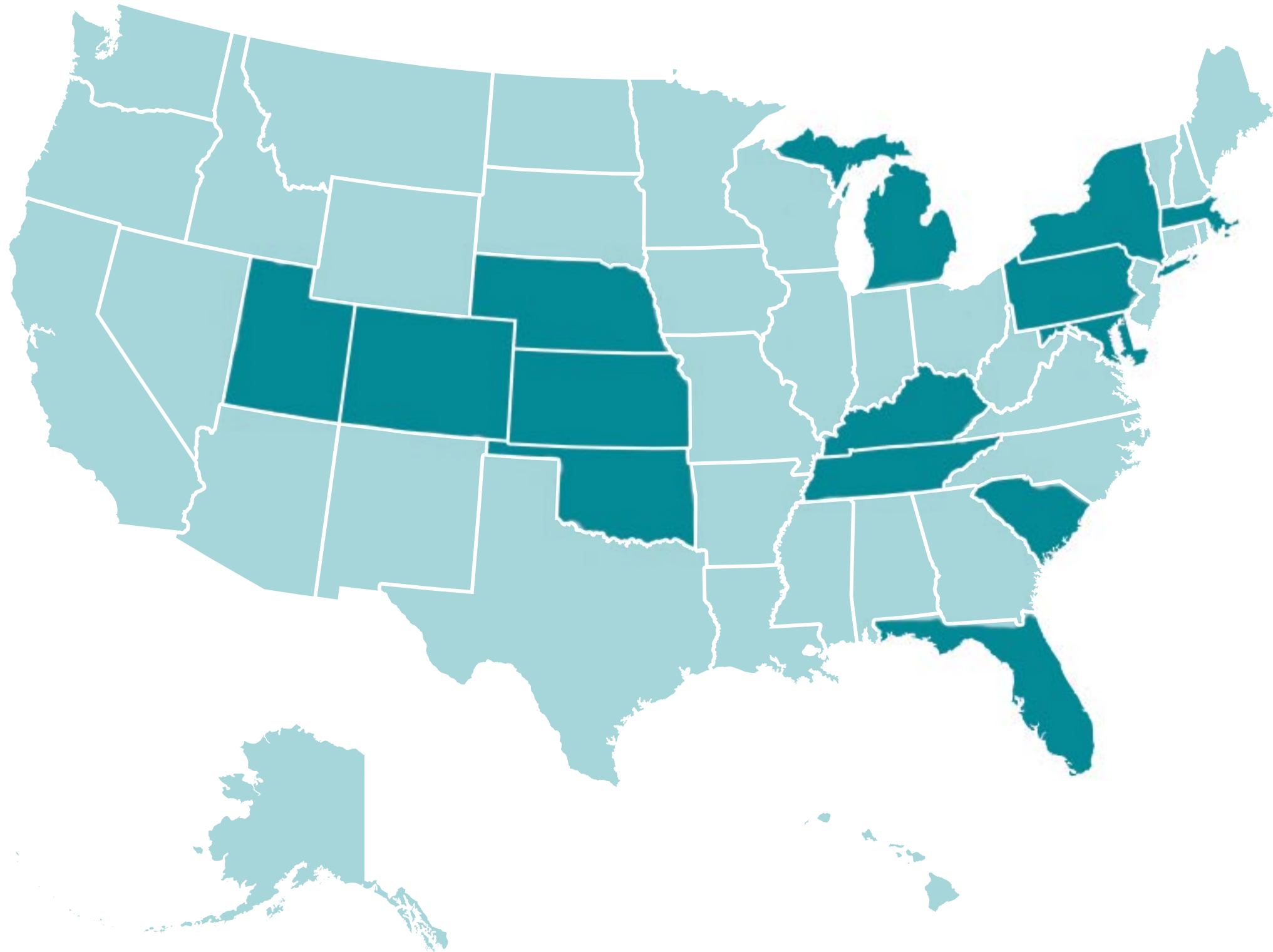
<b>Key</b>	
	<u>Commissioner designated by state statute</u>
	<u>Unable to seek re-election (term limit)</u>
	<u>Not running for re-election</u>

**National Governors Association**

<https://www.nga.org/governors/elections/>

# Compliance Summary FY20 By State

For Conflict of Interest and Code of Conduct Forms



As of September 27, 2019



## RULES COMMITTEE REPORT

Annual Business Meeting  
Colorado Springs, CO  
October 23 – 24, 2019

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To: Commissioners, Designees and Ex-Officio Members

From: Mary Gable, Chair

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This year the Rules Committee worked to complete several tasks that clarify or provide information to the Commission and its stakeholders regarding Commission processes and procedures. During the 2018 Annual Business Meeting (ABM) in Cleveland two Rules change proposals were voted on and passed by the Commission which required updating the Rules Book. The Rules Committee updated Chapter 200, SEC. 2.104 of the Rules Book to reflect the dues increase that takes effect FY20 and Section 2.106 to reflect the requirement for State Councils to meet annually.

The Rules Committee continues to review case submissions by Compact Commissioners and the U.S. Department of Defense (USDOD) representative via the Case Submission Form approved by the Rules Committee in 2018. Reviewing submitted cases allows the Committee to identify areas of the Compact that might be strengthened by the introduction of a new Rule or Rules change.

At the end of 2018 the Rules Committee began outlining the process by which new Rules or amendments to the current Rules may be proposed. With feedback from the Executive Committee the Rules Committee passed the Promulgation of Rules document earlier this year and will brief on the document and process at the 2019 ABM in Colorado Springs.

The Rules Committee, having completed its assigned tasks on the 2016 – 2019 Strategic Plan, looks forward to implementing the 2020 – 2022 Strategic Plan to move the Commission forward focused on helping military-connected students realize their educational goals.

# INTERSTATE COMPACT ON EDUCATIONAL OPPORTUNITY FOR MILITARY CHILDREN

## PROMULGATION OF RULES

Adopted June 2019

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## MIC3 PROMULGATION OF RULES

The promulgation of rules by the Military Interstate Children's Compact Commission (MIC3) is dictated by guidance in four different legal documents.<sup>1,2,3,4</sup> These documents are specifically cited where appropriate in the following paragraphs that describe the various facets of MIC3's authority and rulemaking process.

### AUTHORITY TO PROMULGATE RULES

Article XII: Rulemaking Functions of the Interstate Commission<sup>1</sup> vests the Commission with broad rulemaking powers. Rules promulgated by the Commission have the force and effect of statutory law within member states and all state agencies and courts must give full effect to the rules.

### RULEMAKING PROCESS

In adopting rules, the Commission is required to substantially comply with the Model State Administrative Procedures Act<sup>2</sup> or such other administrative procedures act that complies with due process requirements. MIC3's process for adopting or amending rules according to Chapter 200 – GENERAL PROVISIONS. SEC. 2.101 Adoption of Rules - Amendment,<sup>3</sup> includes, but is not limited to, the following:

- Rules Committee Meetings
- Publication of Proposed Rule Changes
- 30-day Period for Public Comment
- Rules Committee Meeting to discuss Public Comment and Amend Proposals
- Publication of Modified Proposed Rules Changes
- Public Hearing
- Vote on Proposed Changes at MIC3's Annual Meeting

### LIMITS OF RULEMAKING AUTHORITY

The Commission's rulemaking authority is limited by Article XII, Section D<sup>1</sup>, which provides that if a majority of state legislatures reject a Commission rule by enacting a statute to that effect, the rule has no force or effect in any member state. Consequently, a single state may not unilaterally reject a rule even if it adopts legislation to that effect. Rejection of a rule requires legislative action by a majority of the member states.

### CHALLENGING COMMISSION RULES

The MIC3 provides a mechanism for challenging Commission rules. Under Article XII, Section C<sup>1</sup>, not later than thirty days after the promulgation of a rule, any interested party may file a petition in the United States District Court for the District of Columbia or the United States District Court in which the Commission has its principal offices (currently the United States District Court for the Eastern District of Kentucky) challenging the rule. If the court finds that the Commission's action is not supported by substantial evidence in the rulemaking record, the court must declare the rule unlawful and set it aside. The Model State Administrative Procedures Act<sup>2</sup> guides the determination as to whether substantial evidence exists to support the Commission's action.

For more information, see Chapter 200 – GENERAL PROVISIONS, SEC. 2.101 Adoption of Rules; Amendment.<sup>3</sup>

# MIC3 Rule Proposal Guide

## OVERVIEW

The MIC3 rulemaking process begins with the submission of proposed new rules or amendments to existing rules to the MIC3 National Office for referral to the Rules Committee. Proposals, draft and final rules are vetted through an extensive review process, which includes posting, comment periods, and sharing of comments for Commissioners, as well as publication at least 30 days prior to and a public hearing prior to the scheduled vote.

Proposed rules or amendments to the rules shall be adopted by majority vote of the members of the Interstate Commission at an Annual Business Meeting (ABM).

## DEVELOPING & SUBMITTING PROPOSALS

Proposed new rules and amendments to existing rules shall be submitted to the MIC3 National Office for referral to the Rules Committee as follows:

1. Any Commissioner may submit a proposed rule or rule amendment for referral to the Rules Committee during an ABM. This proposal must be made in the form of a motion and approved by a majority vote of a quorum of the Commission members present at the meeting;
2. Standing Committees of the Commission may propose rules or rule amendments by a majority vote of that committee; and
3. Any regional group of States as may be subsequently recognized by the Commission may propose rules or rules amendments by a majority vote of members of that region.

## Initial Draft

Initial drafts are commonly developed by the Rules Committee based on recommendations from other committees, but initial drafts can be developed by any committee, Commissioner, or designee. A template is attached.

## Recommendation of Issues to Rules Committee for Review

If a Committee has concerns regarding a rules-related issue, the Committee may vote to recommend the Rules Committee review the issue to determine what, if any, further action should be taken. It is not necessary for the Committee to draft a proposal if this type of recommendation is made.

## RULES COMMITTEE REVIEW

The Rules Committee reviews all proposals, taking into consideration the following:

- Proposed language;
- Need/justification for the proposal;
- Impact on other Rules;
- Formatting changes (requires notification to referring Committee Chair);
- Impact on MIC3 processes or policies (including data/data collection);
- Legal issues (if applicable); and

- Feasibility/applicability across all member states.

## Rules Committee Actions

After discussing a recommendation or proposal, the Rules Committee will determine whether to develop a proposal, support a proposal as submitted, or recommend changes.

## Rules Committee Proposals

The Rules Committee may develop proposals based on recommendations received from other Committees, Commissioners, or Designees.

## Recommend Substantive Changes to Proposals from Committee

If the Rules Committee determines substantive changes are needed, the proposal will be returned to the referring Committee with reasoning and justification for the suggested changes. The referring Committee may:

- approve the Rules Committee's changes;
- proceed with its original submission; or
- withdraw its original submission.

Any adjustments made to a proposal must be approved by majority vote of that Committee. A proposal may be withdrawn at any time by the Committee who initially submitted it.

## Recommend Formatting Changes to Proposals

Formatting or technical modifications may be made prior to posting proposals for comment. This may include grammar, numbering (Rule and subsections), and language modifications that do not affect the intent of the proposal or the justification. Any formatting changes are conveyed to the referring party or Committee Chair who can dispute the format change for context.

## POSTING AND COMMENTS

### Initial Commission Comment Period

The Rules Committee posts all proposals publicly, allowing Commission Members to submit comments. All comments are posted on the Commission's website. These comments are critical in preparing the final proposal drafts. Referring Committees should discuss comments prior to the proposal's final drafting and posting. The comment period typically lasts thirty (30) days.

### Final Drafting and Posting

After the initial comment period, the Rules Committee meets to discuss and consider the comments to determine if any changes are needed. Working with the referring Committees, the Rules Committee shall prepare a final draft of the proposed rule(s) or amendments for consideration by the Commission no later than the next annual meeting falling in an odd-numbered year. Prior to promulgation and adoption of a final rule by MIC3, the text of the proposed rule or amendment must be published by the Rules Committee no later than 30



days prior to the scheduled vote at the Annual Business Meeting. Posting must be on the official MIC3 website, and in addition to the text of the proposed rule or amendment, the reason for the proposed rule must be provided.

## Public Hearing

Prior to the Commission voting, a Public Hearing must be held to allow public input regarding any proposed rule changes. Public comments may also be submitted in writing and read at the Public Hearing. The Public Hearing is typically held in conjunction with the Annual Business Meeting. The Commission may make a transcript or recording of the public hearing if it chooses to do so. However, no transcript of the hearing is required unless a written request for one is made, and a recording may be made in lieu of a transcript.

To facilitate fair and reasonable opportunity to comment, each proposed rule or amendment shall state the place, time, and date of the scheduled public hearing; the manner by which interested persons may submit notice to MIC3 of their intention to attend the hearing and any written comments; and the name, position, physical and electronic mail address, telephone, and telefax number of the person to whom interested persons may send notice of their attendance and written comments.

## FINAL VOTE AT ANNUAL BUSINESS MEETING

During the General Session, the Commission takes final action on a proposed rule by majority vote of a quorum of the Commissioners and determines the effective date of the rule. No additional rules or amendments may be made at this time. A rule or amendment may be referred back to the Rules Committee for further action, either prior to or subsequent to final action on the proposed rule or amendment.

## JUDICIAL REVIEW

Not later than 60 days after a rule is adopted, any interested person may file a petition for judicial review of the rule in the United States District Court of the District of Columbia or in the federal district court where the MIC3 National Office is located. If the court finds that the Commission's action is not supported by substantial evidence, as defined in the federal Administrative Procedures Act<sup>2</sup>, in the rule making record, the court shall hold the rule unlawful and set it aside.

## EMERGENCY RULE

Upon determination that an emergency exists, MIC3 may promulgate an emergency rule that shall become effective immediately upon adoption, provided that the usual rulemaking procedures provided in the Compact and in the MIC3 Compact Rules shall be retroactively applied to the rule as soon as reasonably possible, in no event later than (90 days after the effective date of the rule. An emergency rule is one that must be made effective immediately in order to meet an imminent threat to public health safety, or welfare; prevent a loss of federal or state funds; meet a deadline for promulgation of an administrative rule that is established by federal law or rule; or protect human health and the environment.

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1. Interstate Compact on Educational Opportunity for Military Children: Model Compact Language, <http://www.mic3.net/assets/model-language.pdf>

2. Model State Administrative Procedures Act, 1981 Act, Uniform Law Annotated, Vol. 15, p. 1 (2000)
3. MIC3 Compact Rules. 2018, October 7. <http://www.mic3.net/assets/rules-book-edits-20190905.pdf>
4. Interstate Commission on Educational Opportunity for Military Children Bylaws. 2017, October (*amended*). <http://www.mic3.net/assets/by-laws-amended-oct-2017.pdf>

## MIC3 RULE PROPOSAL (TEMPLATE)

Proposed by: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

### Proposed New Rule or Amendment:

How to format a proposed amendment to a current rule:

- **Enter** the full rule as it currently exists.
- **Strikethrough** any proposed deleted language.
- **Add** new proposed language in **red** and **underline**.

How to format a proposed **new** rule:

- **Present** new rule proposal text all in **red and underline**.
- May suggest the section of the MIC3 Rules where the proposed rule could be added.

### Justification:

*Describe why the proposed new rule or amendment is needed, how it meets the goals (establishing legislation/strategic plan) of the Compact, and case examples (sample cases/applicable cases).*

*Is the proposed rule*

*—within MIC3’s legal authority as defined in establishing legislation?*

*—uniformly feasible and applicable across all member states (or is the problem better resolved by policy changes within applicable jurisdictions)?*

*—the best solution to the problem it is proposed to solve?*

*—flexible enough to accommodate different LEA/SEA structures and operations?*

### Effect on Other Rules, Advisory Opinions or Dispute Resolutions:

*Whether the proposal affects/addresses/conflicts with any other rules, etc.*

### Process/Policy Impact:

*Any impact to specific MIC3 processes or policies and whether the proposal can be implemented without modification to current practices.*

### Fiscal Impact:

*The National Office will obtain a quote related to any fiscal impact of a rules change.*

### Rules Committee Action:

*The history of the proposal, including all Rules Committee motions, will be documented here.*

### Effective Date:

*Date the proposal should be effective, typically January 1 of the year following adoption.*

Military Interstate Children's Compact Commission  
1776 Avenue of the States  
Lexington, Kentucky 40511



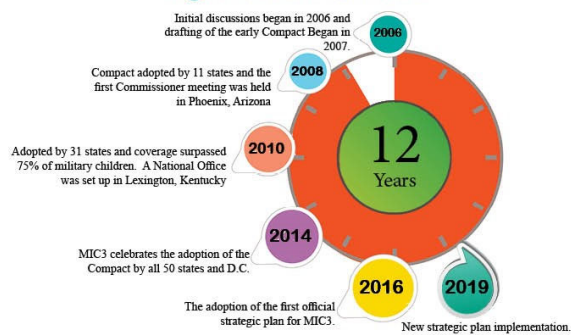
# Leadership Development Committee (LDC)

Commission Annual Elections  
October 23, 2019

"Successful Educational Transitions"



## Organizational Timeline



HISTORY

"Successful Educational Transitions"



## COMMISSION BY-LAWS (as amended Oct 17, 2017)

Article III Officers, Section 1. Election and Succession:

*“The officers of the Commission shall include a chairperson, vice chairperson, secretary, treasurer and the past chair. The officers shall be duly appointed Commission Members, except that if the Commission appoints an Executive Director, then the Executive Director shall serve as the secretary. Officers shall be elected annually by the Commission at any meeting at which a quorum is present, and shall serve for one year or until their successors are elected by the Commission. The officers so elected shall serve without compensation or remuneration, except as provided by the Compact.”*

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## PAST AND CURRENT EXEC OFFICERS

### MIC3 Leadership

**Chair**  
2008-2010 Cheryl Serrano (CO)  
2010-2011 Mark Needham (KY)  
2011-2014 Kathy Berg (HI)  
2014-2016 Kate Wren Gavlak (CA)  
2016-2018 Rosemarie Kraeger (RI)  
2018-Present Don Kaminar (AR)

**Vice Chair**  
2008-2009 Mark Needham (KY)  
2009-2011 Kathy Berg (HI)  
2012-2014 Kate Wren Gavlak (CA)  
2014-2016 Rosemarie Kraeger (RI)  
2016-2017 Mary Gable (MD)  
2017-2018 Pete LuPiba (OH)  
2018-Present Laura Anastasio (CT)

**Treasurer**  
2010-2011 Brad Neuenswander (KS)  
2011-2013 Pam Deering (OK)  
2014-Present Bob Buehn (FL)

**Executive Director**  
2010-2013 Norman Arflack  
2013-2015 Stephen Hogan  
2016-Present Cherise Inni

### Committee Chairs

**Executive**  
2008-2010 Cheryl Serrano (CO)  
2010-2011 Mark Needham (KY)  
2011-2014 Kathy Berg (HI)  
2014-2016 Kate Wren Gavlak (CA)  
2016-2018 Rosemarie Kraeger (RI)  
2018-Present Don Kaminar (AR)

**Finance**  
2010-2011 Brad Neuenswander (KS)  
2011-2013 Pam Deering (OK)  
2014-Present Bob Buehn (FL)

**Compliance**  
2012-2013 Laura Anastasio (CT)  
2013-2014 Mark Oettinger (VT)  
2014-2017 Pete LuPiba (OH)  
2018-Present Daron Korte (MN)

**Rules**  
2016-2017 Don Kaminar (AR)  
2018-Present Mary Gable (MD)

**Training**  
2017-2018 Don Kaminar (AR)  
2018-Present Emise Singleton (LA)

**Communications and Outreach**  
2017-2018 Shelley Weiss (WI)  
2019-Present Brian Henry (MO)

**Public Relations and Training**  
*(Split into two committees in 2017)*  
2011-2014 Rosemarie Kraeger (RI)  
2014-2017 Davna French (ND)

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## History: Formation of the LDC

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## THE 2016 STRATEGIC PLAN

**Strategy 5: Establish a sustainable culture that supports members and ensures organizational continuity**

**Goal 1 - Establish a succession plan to:**

- a. develop a clear, transparent process to identify mature states to draw from for leadership opportunities
- b. Support a culture of leadership and mentoring for all Commissioners *Note: Goal 1a will be addressed in the second strategic plan*



**First Leadership Development Committee**

"Successful Educational Transitions"

(Ref LDC Minutes 10/25/2018)



## KEY ACCOMPLISHMENTS

1. Make the leadership development nomination process more deliberate Make the entire process highly visible for all Commissioners who are interested in pursuing leadership positions
2. Provide more clarity on the job requirements and the commitment required for elected positions
3. Involve diverse representation on the leadership development and nominations committee

The Committee was not able address:

**Terms:** Due to state statutes, elections must be held annually. Though the expectation is to serve two one-year terms.

**Succession Planning:** "Provide more opportunity for purposeful planning for future leaders"

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(Ref LDC Minutes 10/25/2018)



## KEY OUTCOMES

1. Developed key timelines and transparent process.
2. Developed a survey tool to identify individuals interested serving beyond the Commissioner responsibilities.
3. Developed application criterion for electoral positions.
4. Provide education on leadership opportunities, position descriptions, time commitment, etc.
5. Developed the *Elections Guide*: candidate background, skills and experience.
6. Facilitated 2017 and 2018 election process.
7. Held debrief meeting on November 8, 2018.

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## The 2018-19 LDC MEETINGS

1. 5 meetings: 3/4/2019; 4/22/2019; 7/22/2019; 8/26/2019; 9/23/2019
2. Chair: Rosemarie Kraeger (RI)
3. Members:
  - Sarah Forster (ME)
  - Debra Jackson (NY)
  - Greg Lynch (WA)
  - Deanna McLaughlin (TN)
  - Craig Neuenswander (KS) (resigned 8/2019)
  - Douglas Ragland (AL)
  - Tony Trongone (NJ)

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## THE PROCESS

August 2	Applications released
August 16	Application deadline
August 26	LDC review, <i>Slate of Candidates</i> finalized
September 23	<i>Election Guide</i> approved
October 1	<i>Election Guide</i> released

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## THE ELECTIONS

MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

### Wednesday, October 23

- Slate of Candidates presented to the Commission
- Nominations from the floor accepted and closed
- Each candidate will have **two** minutes each for comments
- Evening Reception – Opportunity to meet candidates

### Thursday, October 24

- **Secret Ballot Vote between 7:00-8:30am**
- Sign-out ballot next to state name
- Complete ballot
- Sign-in ballot and drop in sealed container
- MIC3 staff will tally ballots and give results to the Commission Chair

Obtain your ballot  
at the Registration  
Table from the  
MIC3 staff

"Successful Educational Transitions"

MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

The following Commissioners have presented themselves or been put forth as a candidate for the respective leadership role or office within MIC3.

Voting by private ballot will take place  
Thursday, October 24, 2019  
7:00 AM – 8:30 AM

**Chair**

Candidate A (AB)

\_\_\_\_\_

\_\_\_\_\_

**Vice Chair**

Candidate A (CD)

\_\_\_\_\_

\_\_\_\_\_

**Treasurer**

Candidate A (EF)

\_\_\_\_\_

\_\_\_\_\_

(\*) Indicates incumbent

Instructions to Commissioners

- The Commissioner, Commissioner Designee, or their proxy will be given a single ballot.
- Candidates may be nominated from the floor.
- Only one candidate per office may be selected.
- To vote, completely fill in the  rectangle using a blue or black pen.
- The ballot will be invalid if more than one candidate per office is marked.
- Unremitted ballots will be interpreted as the state wishing to abstain from the vote.
- Failure to vote in a leadership category will be interpreted as the state wishing to abstain from the vote.
- Once you have completed your ballot please place it in the sealed Ballot Box on the Registration table.

THE BALLOT

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A note from the Leadership Development Committee –

Given previous concerns about the election process please complete the survey below to provide the LDC with your feedback on the current election process. Your comments will be reviewed by the Committee Members at the debriefing held following the ABM. Your comments and suggestions are valuable to moving the Commission forward.

Thank you!

**Using a Likert Scale please circle the answer most closely related to your level of satisfaction.**

1 = Extremely Satisfied  
 2 = Satisfied  
 3 = Don't Know  
 4 = Dissatisfied  
 5 = Extremely Dissatisfied

**Election Materials**

Election Guide  
 1    2    3    4    5  
 Comment/Recommendations: \_\_\_\_\_

Election Ballot  
 1    2    3    4    5  
 Comment/Recommendations: \_\_\_\_\_


Election Information Slides  
 1    2    3    4    5  
 Comment/Recommendations: \_\_\_\_\_

**Election Process**

Received materials in sufficient time to make a decision  
 1    2    3    4    5  
 Comment/Recommendations: \_\_\_\_\_

Length of time for candidate presentations  
 1    2    3    4    5  
 Comment/Recommendations: \_\_\_\_\_

Any additional comments about the materials or any other thoughts about the election process?  
 \_\_\_\_\_




MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

## FEEDBACK

### The Committee will meet in November to debrief

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MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

## SLATE OF CANDIDATES

**Chair**

1. John "Don" Kaminar (Arkansas)

**Vice-Chair**

1. Laura Anastasio (Connecticut)

**Treasurer**

1. Craig Neuenswander (Kansas)

"Successful Educational Transitions"



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**Voting by private ballot will take place**

Thursday, October 24, 2019  
7:00 AM – 8:30 AM

**Instructions to Commissioners**

**Chair**

Candidate A (AB)

\_\_\_\_\_

\_\_\_\_\_

**Vice Chair**

Candidate A (CD)

\_\_\_\_\_

\_\_\_\_\_

**Treasurer**

Candidate A (EF)

\_\_\_\_\_

\_\_\_\_\_

- The Commissioner, Commissioner Designee, or their proxy will be given a single ballot.
- Candidates may be nominated from the floor.
- Only one candidate per office may be selected.
- To vote, completely fill in the  rectangle using a blue or black pen.
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3 = Don't Know

4 = Dissatisfied

5 = Extremely Dissatisfied

**Election Materials**

• **Election Guide**

1            2            3            4            5

Comment/Recommendations: \_\_\_\_\_

• **Election Ballot**

1            2            3            4            5

Comment/Recommendations: \_\_\_\_\_

• **Election Information Slides**

1            2            3            4            5

Comment/Recommendations: \_\_\_\_\_

**Election Process**

• **Received materials in sufficient time to make a decision**

1            2            3            4            5

Comment/Recommendations: \_\_\_\_\_

• **Length of time for candidate presentations**

1            2            3            4            5

Comment/Recommendations: \_\_\_\_\_

Any additional comments about the materials or any other thoughts about the election process?

\_\_\_\_\_

## MIC3 COMMITTEE ROSTER

### Executive Committee

John “Don” I. Kaminar (AR)  
Laura Anastasio (CT)  
Robert Buehn (FL)  
Mary Gable (MD)  
Brian Henry (MO)  
Ernise Singleton (LA)  
Rosemarie Kraeger (RI)  
Daron Korte (MN)  
Kathy Facon (DODEA Ex-Officio)

### Compliance Committee

Daron Korte (MN)  
Sarah Forster (ME)  
Davina French (ND)  
Russ Gullet (MI)  
Tim McMurtrey (ID)  
Shelly Ramos (TX)  
Ben Rasmussen (UT)  
Shelley Joan Weiss (WI)

### Rules Committee

Mary Gable (MD)  
Kathleen Berg (HI)  
Daniel Dunham (VA)  
Alex Erwin III (NC)  
Darrell Floyd (OK)  
Deanna McLaughlin (TN)  
Taneka Miller (DC)  
Douglas Ragland (AL)

### Communications and Outreach Committee

Brian Henry (MO)  
Darcy Benway (IL)  
Chris Cmiel (WV)  
Susan Haberstroh (DE)  
William Hardin (GA)  
Alan Kerr (SD)  
Keith Owen (CO)  
Tony Trongone (NJ)

### Training Committee

Ernise Singleton (LA)  
Cincy Hunt (OR)  
Kraig Kiehl (PA)  
Rosemarie Kraeger (RI)  
Pete LuPiba (OH)  
Kathleen Murphy (NH)  
David Young (VT)

### Finance Committee

Robert Buehn (FL)  
Steven Bullard (KY)  
Debra Jackson (NY)  
Greg Lynch (WA)  
Craig Neuenswander (KS)  
Clarke Orzalli (MA)  
Hal Stearns (MT)

### Leadership and Development Committee

Rosemarie Kraeger (RI)  
Sarah Forster (ME)  
Debra Jackson (NY)  
Greg Lynch (WA)  
Deanna McLaughlin (TN)  
Craig Neuenswander (KA) –resigned  
Douglas Ragland (AL)  
Tony Trongone (NJ)

### National Guard and Reserve Task Force Committee

Kathleen Berg (HI)  
Darcy Benway (IL)  
Davina French (ND)  
Brian Halstead (NE)  
Ben Rasmussen (UT)  
Hal Stearns (MT)  
Rosemarie Kraeger (RI)

*\*States not represented: CA, MS, NV, IA, NM, IN  
\*As of September 27, 2019*

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## INTERSTATE COMMISSION ON EDUCATIONAL OPPORTUNITY FOR MILITARY CHILDREN

-- By-laws (as amended, Oct. 2017) --

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### Article I Commission Purpose, Function and By-laws

#### ***Section 1. Purpose.***

Pursuant to the terms of the Interstate Compact on Educational Opportunity for Military Children, (the “Compact”), the Interstate Commission on Educational Opportunity for Military Children (the “Commission”) is established to fulfill the objectives of the Compact, through a means of joint cooperative action among the Compacting States: to promote, develop and facilitate a uniform standard that eases the state-to-state transition of military personnel, their spouses and primarily their children as these children transfer from one state to another and from one school system to another as a direct result of the military parent’s frequent reassignments.

#### ***Section 2. Functions.***

In pursuit of the fundamental objectives set forth in the Compact, the Commission shall, as necessary or required, exercise all of the powers and fulfill all of the duties delegated to it by the Compacting States. The Commission’s activities shall include, but are not limited to, the following: the promulgation of binding rules and operating procedures; equitable distribution of the costs, benefits and obligations of the Compact among the Compacting States; enforcement of Commission Rules, Operating Procedures and By-laws; provision of dispute resolution; Coordination of training and education; and the collection and dissemination of information concerning the activities of the Compact, as provided by the Compact, or as determined by the Commission to be warranted by, and consistent with, the objectives and provisions of the Compact.

#### ***Section 3. Bylaws.***

As required by the Compact, these By-laws shall govern the management and operations of the Commission. As adopted and subsequently amended, these By-laws shall remain at all times subject to, and limited by, the terms of the Compact.

### Article II Membership

***Section 1. Purpose.*** The Commission Membership shall be comprised as provided by the Compact.

***Section 2. Commissioners.*** Each Compacting State shall have and be limited to one Member. A Member shall be the Commissioner of the Compacting State. Each Compacting State shall forward the name of its Commissioner to the national office of the Commission, who will advise the Commission chairperson. The national office of the Commission shall promptly advise the appropriate appointing authority of the

Compacting State of the need to appoint a new Commissioner upon the expiration of a designated term or the occurrence of mid-term vacancies. If a resignation of a Commissioner occurs or a change is made by the state appointing authority, it is the responsibility of the member state to inform the Commission of the vacancy or change.

**Section 3. Ex-Officio Members.** The Commission will include ex-officio, non-voting representatives who are members of interested organizations. Military-oriented, military family, education-oriented, and parent and teacher organizations are welcome to petition the Commission for inclusion as an ex-officio member. Commission members may also petition on behalf of a group for ex-officio membership. All petitions must be approved by a simple majority vote of the Commission membership.

**Section 4. Membership.** Organizations that are ex-officio members of the Commission are:

- U. S. Department of Defense (DOD)
- Military Child Education Coalition (MCEC)
- Military Impacted Schools Association (MISA)
- National Military Family Association (NMFA)
- National Federation of State High School Associations (NFHS)

### **Article III Officers**

**Section 1. Election and Succession.**

The officers of the Commission shall include a chairperson, vice chairperson, secretary, treasurer and the past chair. The officers shall be duly appointed Commission Members, except that if the Commission appoints an Executive Director, then the Executive Director shall serve as the secretary. Officers shall be elected annually by the Commission at any meeting at which a quorum is present, and shall serve for one year or until their successors are elected by the Commission. The officers so elected shall serve without compensation or remuneration, except as provided by the Compact.

**Section 2. Duties.**

The officers shall perform all duties of their respective offices as provided by the Compact and these By-laws. Such duties shall include, but are not limited to, the following:

- a. *Chairperson.* The chairperson shall call and preside at all meetings of the Commission and in conjunction with the Executive Committee shall prepare agendas for such meetings, shall make appointments to all committees of the Commission, and, in accordance with the Commission's directions, or subject to ratification by the Commission, shall act on the Commission's behalf during the interims between Commission meetings.
- b. *Vice Chairperson.* The vice chairperson shall, in the absence or at the direction of the chairperson, perform any or all of the duties of the chairperson. In the event of a vacancy in the office of chairperson, the vice chairperson shall serve as acting



until a new chairperson is elected by the Commission.

c. *Secretary.* The secretary shall keep minutes of all Commission meetings and shall act as the custodian of all documents and records pertaining to the status of the Compact and the business of the Commission.

d. *Treasurer.* The treasurer, with the assistance of the Commission's executive director, shall act as custodian of all Commission funds and shall be responsible for monitoring the administration of all fiscal policies and procedures set forth in the Compact or adopted by the Commission. Pursuant to the Compact, the treasurer shall execute such bond as may be required by the Commission covering the treasurer, the executive director and any other officers, Commission Members and Commission personnel, as determined by the Commission, who may be responsible for the receipt, disbursement, or management of Commission funds.

e. *Past Chair.* The past chair is the most recent previous chair who is still serving as a Commission member and shall perform such duties as may be requested by the Commission.

***Section 3. Costs and Expense Reimbursement.***

Subject to the availability of budgeted funds, the officers shall be reimbursed for any actual and necessary costs and expenses incurred by the officers in the performance of their duties and responsibilities as officers of the Commission.

**Article IV  
Commission Personnel**

***Section 1. Commission Staff and Offices.***

The Commission may by a majority of its Members, or through its executive committee appoint or retain an executive director, who shall serve at its pleasure and who shall act as secretary to the Commission, but shall not be a Member of the Commission. The executive director shall hire and supervise such other staff as may be authorized by the Commission. The executive director shall establish and manage the Commission's office or offices, which shall be located in one or more of the Compacting States as determined by the Commission.

***Section 2. Duties of the Executive Director.***

As the Commission's principal administrator, the executive director shall also perform such other duties as may be delegated by the Commission or required by the Compact and these By-laws, including, but not limited to, the following:

a. Recommend general policies and program initiatives for the Commission's consideration;

b. Recommend for the Commission's consideration administrative personnel

policies governing the recruitment, hiring, management, compensation and dismissal of Commission staff;

c. Implement and monitor administration of all policies, programs, and initiatives adopted by the Commission;

d. Prepare draft annual budgets for the Commission's consideration;

e. Monitor all Commission expenditures for compliance with approved budgets, and maintain accurate records of the Commission's financial account(s);

f. Assist Commission Members as directed in securing required assessments from the Compacting States;

g. Execute contracts on behalf of the Commission as directed;

h. Receive service of process on behalf of the Commission;

i. Prepare and disseminate all required reports and notices directed by the Commission; and

j. Otherwise assist the Commission's officers in the performance of their duties under Article III herein.

## **Article V**

### **Qualified Immunity, Defense, and Indemnification**

#### ***Section 1. Immunity.***

The Commission, its Members, officers, executive director, and employees shall be immune from suit and liability, either personally or in their official capacity, for any claim for damage to or loss of property or personal injury or other civil liability caused or arising out of or relating to any actual or alleged act, error, or omission that occurred, or that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties, or responsibilities; provided, that any such person shall not be protected from suit or liability, or both, for any damage, loss, injury, or liability caused by the intentional or willful and wanton misconduct of any such person.

#### ***Section 2. Defense***

Subject to the provisions of the Compact and rules promulgated thereunder, the Commission shall defend the Commissioner of a Compacting State, his or her representatives or -employees, or the Commission, and its representatives or employees in any civil action seeking to impose liability against such person arising out of or relating to any actual or alleged act, error or omission that occurred within the scope of Commission employment, duties, or responsibilities or that such person had a reasonable

basis for believing occurred within the scope of Commission employment, duties or responsibilities; provided, that the actual or alleged act, error, or omission did not result from gross negligence or intentional wrongdoing on the part of such person.

***Section 3. Indemnification.***

The Commission shall indemnify and hold the Commissioner of a Compacting State, his or her representatives or employees, or the Commission, and its representatives or employees harmless in the amount of any settlement or judgment obtained against such person arising out of or relating to any actual or alleged act, error, or omission that occurred within the scope of Commission employment, duties, or responsibilities or that such person had a reasonable basis for believing occurred within the scope of Commission employment, duties, or responsibilities; provided, that the actual or alleged act, error, or omission did not result from gross negligence or intentional wrongdoing on the part of such person.

**Article VI  
Meetings of the Commission**

***Section 1. Meetings and Notice.***

The Commission shall meet at least once each calendar year at a time and place to be determined by the Commission. Additional meetings may be scheduled at the discretion of the chairperson, and must be called upon the request of a majority of Commission Members, as provided by the Compact. All Commission Members shall be given written notice of Commission meetings at least thirty (30) days prior to their scheduled dates. Final agendas shall be provided to all Commission Members no later than ten (10) days prior to any meeting of the Commission. Thereafter, additional agenda items requiring Commission action may not be added to the final agenda, except by an affirmative vote of a majority of the Members. All Commission meetings shall be open to the public, except as set forth in Commission Rules or as otherwise provided by the Compact. Prior public notice shall be provided in a manner consistent with the federal Government in Sunshine Act, 5 U.S.C. § 552b, including, but not limited to, the following: publication of notice of the meeting at least ten (10) days prior to the meeting in a nationally distributed newspaper or an official newsletter regularly published by or on behalf of the Commission and distribution to interested parties who have requested in writing to receive such notices. A meeting may be closed to the public where the Commission determines by two-thirds (2/3rds) vote of its Members that there exists at least one of the conditions for closing a meeting, as provided by the Compact or Commission Rules.

***Section 2. Quorum.***

Commission Members representing a majority of the Compacting States shall constitute a quorum for the transaction of business, except as otherwise required in these By-laws. The participation of a Commission Member from a Compacting State in a meeting is sufficient to constitute the presence of that state for purposes of determining the existence of a quorum, provided the Member present is entitled to vote on behalf of the

Compacting State represented. The presence of a quorum must be established before any vote of the Commission can be taken.

***Section 3. Voting.***

Each Compacting State represented at any meeting of the Commission by its Member is entitled to one vote. A Member shall vote himself or herself and shall not delegate his or her vote to another Member. Members may participate in meetings by telephone or other means of telecommunication or electronic communication. Except as otherwise required by the Compact or these By-laws, any question submitted to a vote of the Commission shall be determined by a simple majority.

***Section 4. Procedure.***

Matters of parliamentary procedure not covered by these By-laws shall be governed by Robert's Rules of Order.

**Article VII  
Committees**

***Section 1. Executive Committee.***

The Commission may establish an executive committee, which shall be empowered to act on behalf of the Commission during the interim between Commission meetings, except for rulemaking or amendment of the Compact. The Committee shall be composed of all officers of the Interstate Commission and the chairpersons of each committee. The procedures, duties, budget, and tenure of such an executive committee shall be determined by the Commission. The power of such an executive committee to act on behalf of the Commission shall at all times be subject to any limitations imposed by the Commission, the Compact or these By-laws.

***Section 2. Other Committees.***

The Commission may establish such other committees as it deems necessary to carry out its objectives, which shall include, but not be limited to Finance Committee, Rules Committee, Compliance Committee, Training Committee and Communications and Outreach Committee. The composition, procedures, duties, budget and tenure of such committees shall be determined by the Commission.

**Article VIII  
Finance**

***Section 1. Fiscal Year.***

The Commission's fiscal year shall begin on July 1 and end on June 30.

***Section 2. Budget.***

The Commission shall operate on an annual budget cycle and shall, in any given year, adopt budgets for the following fiscal year or years only after notice and comment as

provided by the Compact.

***Section 3. Accounting and Audit.***

The Commission, with the assistance of the executive director, shall keep accurate and timely accounts of its internal receipts and disbursements of the Commission funds, other than receivership assets. The treasurer, through the executive director, shall cause the Commission's financial accounts and reports including the Commission's system of internal controls and procedures to be audited annually by an independent certified or licensed public accountant. As required by the Compact, upon the determination of the Commission, but no less frequently than once each year, the report of such independent audit shall be made available to the public and shall be included in and become part of the annual report to the Governors, legislatures, and judiciary of the Compacting States. The Commission's internal accounts, any workpapers related to any internal audit, and any workpapers related the independent audit shall be confidential; provided, that such materials shall be made available: 1) in compliance with the order of any court of competent jurisdiction; ii) pursuant to such reasonable rules as the Commission shall promulgate; and iii) to any Commissioner of a Compacting State, or their duly authorized representatives.

***Section 4. Public Participation in Meetings.***

Upon prior written request to the Commission, any person who desires to present a statement on a matter that is on the agenda shall be afforded an opportunity to present an oral statement to the Commission at an open meeting. The chairperson may, depending on the circumstances, afford any person who desires to present a statement on a matter that is on the agenda an opportunity to be heard absent a prior written request to the Commission. The chairperson may limit the time and manner of any such statements at any open meeting.

***Section 5. Debt Limitations.***

The Commission shall monitor its own and its committees' affairs for compliance with all provisions of the Compact its rules and these By-laws governing the incursion of debt and the pledging of credit.

***Section 6. Travel Reimbursements.***

Subject to the availability of budgeted funds and unless otherwise provided by the Commission, Commission Members shall be reimbursed for any actual and necessary expenses incurred pursuant to their attendance at all duly convened meetings of the Commission or its committees as provided by the Compact.

**Article IX  
Withdrawal, Default, and Termination**

Compacting States may withdraw from the Compact only as provided by the Compact. The Commission may terminate a Compacting State as provided by the Compact.

## **Article X Adoption and Amendment of By-laws**

Any By-law may be adopted, amended or repealed by a majority vote of the Members, provided that written notice and the full text of the proposed action is provided to all Commission Members at least thirty (30) days prior to the meeting at which the action is to be considered. Failing the required notice, a two-third (2/3rds) majority vote of the Members shall be required for such action.

## **Article XI Dissolution of the Compact**

The Compact shall dissolve effective upon the date of the withdrawal or the termination by default of a Compacting State which reduces Membership in the Compact to one Compacting State as provided by the Compact.

Upon dissolution of the Compact, the Compact becomes null and void and shall be of no further force or effect, and the business and affairs of the Commission shall be concluded in an orderly manner and according to applicable law. Each Compacting State in good standing at the time of the Compact's dissolution shall receive a pro rata distribution of surplus funds based upon a ratio, the numerator of which shall be the amount of its last paid annual assessment, and the denominator of which shall be the sum of the last paid annual assessments of all Compacting States in good standing at the time of the Compact's dissolution. A Compacting State is in good standing if it has paid its assessments timely.

# INTERSTATE COMPACT ON EDUCATIONAL OPPORTUNITY FOR MILITARY CHILDREN

## COMPACT RULES

Adopted November 2009, amended October 2012 and 2018

Second Edition, Version Two

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## Introduction

The goal of the Compact is to replace the widely varying policies affecting transitioning military students. The Compact leverages consistency. It uses a comprehensive approach that provides a consistent policy in every school district and in every State that chooses to join.

The Compact addresses key educational transition issues encountered by military families including enrollment, placement, attendance, eligibility and graduation.

Children of active duty members of the uniformed services, National Guard and Reserve on active duty orders, and, for one year after leaving service, members or veterans who are medically discharged or retired are eligible for assistance under the Compact.

The Commission Rules were approved and adopted at the annual business meeting in November 2009. The Rules complement the language of the Interstate Compact and may not conflict with it. These rules are not designed to address every issue arising under the Compact but allow room for flexibility to make reasonable changes or clarification as the need arises through amendment, advisory opinions, and training opportunities.

*Rule 2.103(d) governing the "Dues Formula," was amended by the Commission at the 2011 MIC3 Annual Meeting in Louisville, Kentucky.*

*Rule 3.102(b) defining "Kindergarten enrollment," was amended by the Commission at the 2012 MIC3 Annual Meeting in Charleston, South Carolina.*

*Rule 2.103 governing the "Dues Formula" and Rule 2.105 regarding State Councils were approved and adopted by the Commission at the 2018 MIC3 Annual Meeting in Cleveland, Ohio.*



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## Chapter - 100 DEFINITIONS

### SEC.1.101 Definitions

As used in these rules, unless the context clearly requires a different construction.

- A. “Active duty” means: full-time duty status in the active uniformed service of the United States, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211.
- B. “By-laws” means: those by-laws established by the Interstate Commission on Educational Opportunity for Military Children for its governance, or for directing or controlling the Interstate Commission’s actions or conduct.
- C. “Children of military families” means: a school-aged child(ren), enrolled in kindergarten through twelfth (12th) grade, in the household of an active duty member.
- D. “Compact Commissioner” means: the voting representative of each compacting State, appointed pursuant to Article VIII of this compact.
- E. “Days” means: business days, unless otherwise noted.
- F. “Deployment” means: the period one (1) month prior to the service members’ departure from their home station on military orders though six (6) months after return to their home station.
- G. “Education(al) records” means: those official records, files, and data directly related to a student and maintained by the school or local education agency (LEA), including but not limited to records encompassing all the material kept in the student’s cumulative folder such as general identifying data, records of attendance and of academic work completed, records of achievement and results of evaluative tests, health data, disciplinary status, test protocols, and individualized education programs.
- H. “Extracurricular activities” means: a voluntary activity sponsored by the school or LEA or an organization sanctioned by the LEA. Extracurricular activities include, but are not limited to, preparation for and involvement in public performances, contests, athletic competitions, demonstrations, displays, and club activities.
- I. “Interstate Commission on Educational Opportunity for Military Children” means: the Commission that is created under Article IX of this compact, which is generally referred to as Interstate Commission.
- J. “Local education agency” means: a public authority legally constituted by the State as an administrative agency to provide control of and direction for kindergarten through twelfth (12th) grade public educational institutions.
- K. “Member State” means: a State that has enacted this compact.

- L. "Military installation" means: a base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the Department of Defense, including any leased facility, which is located within any of the several States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Northern Marianas Islands and any other U.S. territory. Such term does not include any facility used primarily for civil works, rivers and harbors projects, or flood control projects.
- M. "Non-member State" means: a State that has not enacted this compact.
- N. "Receiving State" means: the State to which a child of a military family is sent, brought, or caused to be sent or brought.
- O. "Rule" means: a written statement by the Interstate Commission promulgated pursuant to Article XII of this compact that is of general applicability, implements, interprets or prescribes a policy or provision of the compact, or an organizational, procedural, or practice requirement of the Interstate Commission, and has the force and effect of statutory law in a member State, and includes the amendment, repeal, or suspension of an existing rule.
- P. "Sending State" means: the State from which a child of a military family is sent, brought, or caused to be sent or brought.
- Q. "State" means: a State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Northern Marianas Islands and any other U.S. territory.
- R. "State Council" means: the Council in each member State established under Article VIII of this compact or the existing body or board designated by the member State to provide for multi-agency coordination of the Compact activities.
- S. "Student" means: the child of a military family for whom the LEA receives public funding and who is formally enrolled in kindergarten through twelfth (12th) grade.
- T. "Transition" means: 1) the formal and physical process of transferring from school to school or 2) the period of time in which a student moves from one school in the sending State to another school in the receiving State.
- U. "Uniformed service(s)" means: the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services.
- V. "Veteran" means: a person who served in the uniformed services and who was discharged or released under conditions other than dishonorable.

## Chapter 200 - GENERAL PROVISIONS

### SEC. 2.101 Adoption of Rules; Amendment

Proposed rules or amendments to the rules shall be adopted by majority vote of the members of the Interstate Commission in the following manner:

- (a) Proposed new rules and amendments to existing rules shall be submitted to the Interstate Commission office for referral to the Rules Committee as follows:
  - (1) Any Commissioner may submit a proposed rule or rule amendment for referral to the Rules Committee during the annual Commission meeting. This proposal must be made in the form of a motion and approved by a majority vote of a quorum of the Commission members present at the meeting;
  - (2) Standing Committees of the Commission may propose rules or rule amendments by majority vote of that Committee;
  - (3) Any regional group of States as may be subsequently recognized by the Commission may propose rules or rules amendments by a majority vote of members of that region;
- (b) The Rules Committee shall prepare a draft of all proposed rules and provide the draft to all Commissioners for review and comments. All written comments received by the Rules Committee on proposed rules shall be posted on the Commission's website upon receipt. Based upon the comments made by the Commissioners, the Rules Committee shall prepare a final draft of the proposed rule(s) or amendments for consideration by the Commission no later than the next annual meeting falling in an odd-numbered year.
- (c) Prior to promulgation and adoption of a final rule by the Interstate Commission, the text of the proposed rule or amendment shall be published by the Rules Committee no later than thirty (30) days prior to the meeting at which the vote is scheduled, on the official web site of the Interstate Commission and in any other official publication that may be designated by the Interstate Commission for the publication of its rules. In addition to the text of the proposed rule or amendment, the reason for the proposed rule shall be provided.
- (d) Each administrative rule or amendment shall State:
- (e) The place, time, and date of the scheduled public hearing;
- (f) The manner in which interested persons may submit notice to the Interstate Commission of their intention to attend the public hearing and any written comments; and
- (g) The name, position, physical and electronic mail address, telephone, and telefax number of the person to whom interested persons may respond with notice of their attendance and written comments.
- (h) Every public hearing shall be conducted in a manner guaranteeing each person who wishes to comment a fair and reasonable opportunity to comment. No transcript of the

public hearing is required, unless a written request for a transcript is made, which case the person or entity making the request shall pay for the transcript. A recording maybe made in lieu of a transcript under the same terms and conditions as a transcript. This subsection shall not preclude the Commission from making a transcript or recording of the public hearing if it chooses to do so.

- (i) Nothing in this section shall be construed as requiring a separate hearing on each rule. Rules may be grouped for the convenience of the Interstate Commission at hearings required by this section.
- (j) Following the scheduled hearing date, or by the close of business on the scheduled hearing date if the hearing was not held, the Interstate Commission shall consider all written and oral comments received.
- (k) The Interstate Commission shall, by majority vote of a quorum of the Commissioners, take final action on the proposed rule and shall determine the effective date of the rule, if any, based on the rulemaking record and the full text of the rule.
- (l) Not later than sixty (60) days after a rule is adopted, any interested person may file a petition for judicial review of the rule in the United States district court of the District of Columbia or in the federal district court where the Interstate Commission's principal office is located. If the court finds that the Interstate Commission's action is not supported by substantial evidence, as defined in the federal Administrative Procedures Act, in the rulemaking record, the court shall hold the rule unlawful and set it aside.
- (m) Upon determination that an emergency exists, the Interstate Commission may promulgate an emergency rule that shall become effective immediately upon adoption, provided that the usual rulemaking procedures provided in the compact and in this section shall be retroactively applied to the rule as soon as reasonably possible, in no event later than ninety (90) days after the effective date of the rule. An emergency rule is one that must be made effective immediately in order to:
  - (1) Meet an imminent threat to public health, safety, or welfare;
  - (2) Prevent a loss of federal or State funds;
  - (3) Meet a deadline for the promulgation of an administrative rule that is established by federal law or rule; or
  - (4) Protect human health and the environment.

## **SEC. 2.102 Data Collection and Reporting**

- (a) As required by the compact, and as specified by the operational procedures and forms approved by the Commission, the States shall gather, maintain and report data regarding the transfer and enrollment of students who transfer from one State LEA to another State LEA under this compact.
- (b) Each State shall report to the Commission annually the number of students transferred to a LEA from another State and received from another State's LEA in the previous year.
- (c) Reports required under Sec. 2.103 (a) and (b) shall be received by the Commission no later than June 30 of each year.

## **SEC. 2.103 Dues Formula**

- (a) The Commission shall determine the formula to be used in calculating the annual assessments to be paid by States. Public notice of any proposed revision to the approved dues formula shall be given at least 30 days prior to the Commission meeting at which the proposed revision will be considered.
- (b) The Commission may consider the population of the States, the number of students subject to the compact within each State, and the volume of student transfers between States in determining and adjusting the assessment formula.
- (c) The approved formula and resulting assessments for all member States shall be distributed by the Commission to each member State annually.
- (d) Beginning with FY 2020, the dues formula shall be based on the figure of one dollar and fifteen cents per child (\$1.15) of military families eligible for transfer under this compact, and this calculation shall be based upon the State in which each military family resides, except that no State dues assessment shall exceed the sum of sixty-nine thousand dollars (\$69,000.00) per year or shall be less than two thousand three hundred dollars (\$2,300.00).

## **SEC. 2.104 Forms**

- (a) States may use the forms or electronic information system authorized by the Commission for communication regarding transfers of students subject to this compact between or among States

## **SEC. 2.105 State Councils**

- (a) Each State Council shall meet at least once per fiscal year. The State Compact Commissioner shall provide the State Council meeting dates, agendas, and minutes to the Interstate Commission office within 60 days following each State Council meeting. State Council meetings may be conducted face-to-face, electronically or by telephone.
- (b) If a State's statute delegates the duties of the State Council to another entity, the State Compact Commissioner shall annually by July 1 submit appropriate documentation to the Interstate Commission office demonstrating that the delegated entity is fulfilling the duties of the State Council required under Article VIII of this Compact. The Interstate Commission office may request additional documentation if the Compliance Committee

determines the submitted documentation is insufficient to demonstrate compliance with Article VIII of this compact.

## **Chapter 300 - TRANSFER OF EDUCATION RECORDS AND ENROLLMENT**

### **SEC. 3.101 Eligibility for Transfer and Enrollment**

- (a) Unofficial or “hand-carried” education records – In the event that official education records cannot be released to the parents for the purpose of transfer, the custodian of the records in the sending State shall prepare and furnish to the parent a complete set of unofficial educational records containing uniform information as determined by the Interstate Commission. Upon receipt of the unofficial education records by a school in the receiving State, the school shall enroll and appropriately place the student based on the information provided in the unofficial records pending validation by the official records, as quickly as possible. In the event a State or LEA charges a fee for copies of educational records, such a fee shall not exceed the reasonable cost of reproduction.
- (b) Official education records/transcripts—Simultaneous with the enrollment and conditional placement of the student, the school in the receiving State shall request the student’s official education record from the school in the sending State. Upon receipt of this request, the school in the sending State will process and furnish the official education records to the school in the receiving State within ten (10) business days except for a designated school staff break including, but not limited to, spring, summer, or holiday. Records should be furnished as soon as possible following the return of staff from a school staff break; however, the time shall not exceed ten (10) days after the return of staff.

### **SEC. 3.102 Application for Transfer of Student Records and Enrollment**

An application for transfer of educational records of students subject to this compact shall contain the following:

- (a) Immunizations – Compacting States shall give thirty (30) calendar days from the date of enrollment. For a series of immunizations, initial vaccinations must be obtained within thirty (30) calendar days.
- (b) Kindergarten and First grade entrance age – Students shall be allowed to continue their enrollment at grade level in the receiving State commensurate with their grade level (including Kindergarten) from a LEA in the sending State at the time of transition, regardless of age. In the case of a Kindergarten student, the student must have been enrolled and attended class in the sending State in order to assure continued attendance in Kindergarten in the receiving State. A student that has satisfactorily completed the prerequisite grade level in the local education agency in the sending State shall be eligible for enrollment in the next highest grade level in the receiving State, regardless of age. A student transferring after the start of the school year in the receiving State shall enter the school in the receiving State on their validated level from an accredited school in the sending State.

- (c) Any student who transfers from an out-of-state public school and who does not meet regular age requirements for admission to the school of the State being transferred into shall be admitted upon presentation of the data required in subsection (3).
  - (1) Any student who transfers from an out-of-state non public school and who does not meet regular age requirements for admission to a public school in the State being transferred, shall be admitted if the student meets age requirements for public schools within the State from which he or she is transferring, and if the transfer of the student’s academic credit is acceptable under rules of the school board. Prior to admission, the parent or guardian must also provide the data required in subsection (3).
  - (2) In order to be admitted into a school of the State being transferred, such a student transferring from an out-of-state school must provide the following data:
    - (i) Official documentation that the parent(s) or guardian(s) were resident(s) of the State in which the child was previously enrolled in school;
    - (ii) An official letter or transcript from the proper school authority which shows a record of attendance, academic information, and grade placement of the student;
    - (iii) Documented evidence of immunization against communicable diseases; and
    - (iv) Evidence of date of birth.

## **Chapter 400 - GRADUATION**

### **SEC. 4.101 Waiver Requirements**

- (a) LEA administrative officials shall waive specific courses required for graduation if similar course work has been satisfactorily completed in another LEA or shall provide reasonable justification for denial. Should a waiver not be granted to a student who would qualify to graduate from the sending school, the LEA shall provide an alternative means of acquiring required coursework so that graduation may occur on time. If the receiving LEA requires a graduation project, volunteer community service hours, or other State or LEA specific requirements, the receiving LEA may waive those requirements.

### **SEC. 4.102 Exit Exams**

- (a) Exit exams – States shall accept: 1) exit or end-of-course exams required for graduation from the sending State; or 2) national norm-referenced achievement tests or 3) alternative testing, in lieu of testing requirements for graduation in the receiving State. In the event the above alternatives cannot be accommodated by the receiving State for a student transferring in his or her senior year, then the provisions of Article VII, Section C shall apply.

### **SEC. 4.103 Transfers During Senior Year**

- (a) Transfers during senior year – There may be cases in which a military student transferring at the beginning or during his or her senior year is ineligible to graduate from the receiving LEA after all alternatives have been considered. In such cases the sending and receiving LEA’s shall ensure the receipt of a diploma from the sending LEA, if the student meets the



graduation requirements of the sending LEA. In the event that one of the States in question is not a member of this compact, the member State shall use best efforts to facilitate the on-time graduation of the student in accordance with Sections A and B of this Article.<sup>1</sup>

## **Chapter 500 - PLACEMENT & ATTENDANCE**

### **SEC. 5.101 Course Placement**

- (a) The receiving school shall initially place a student who transfers before or during the school year in educational courses based on the student’s enrollment in the sending State school and/or educational assessments conducted at the school in the sending State to the extent the educational courses are provided by the receiving school. Course placement includes but is not limited to Honors, International Baccalaureate, Advanced Placement, vocational, technical and career pathways courses. The receiving school may perform subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the course(s). The receiving school may allow the student to attend similar educational courses in other schools within the LEA if the receiving school does not offer such educational courses.

### **SEC. 5.102 Educational Program Placement**

- (a) The receiving State school shall initially honor placement of the student in educational programs based on current educational assessments conducted at the school in the sending State or participation/placement in like programs in the sending State. Such programs include, but are not limited to: 1) gifted and talented programs; and 2) English as a second language (ESL). The receiving school may perform subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the course(s). The receiving school may allow the student to attend similar educational courses in other schools within the LEA if the receiving school does not offer such programs.

### **SEC. 5.103 Special Education Services**

- (a) In compliance with the federal requirements of the Individuals with Disabilities Education Act (IDEA), 20 U.S.C.A. Section 1400 et seq, the receiving State shall initially provide comparable services to a student with disabilities based on his/her current Individualized Education Program (IEP); and
- (b) In compliance with the requirements of Section 504 of the Rehabilitation Act, 29 U.S.C.A. Section 794, and with Title II of the Americans with Disabilities Act, 42 U.S.C.A. Sections 12131-12165, the receiving State shall make reasonable accommodations and modifications to address the needs of incoming students with disabilities, subject to an existing 504 or Title II Plan, to provide the student with equal access to education.
- (c) The receiving school may perform subsequent evaluations to ensure appropriate placement and appropriate services. The receiving school shall follow any current regulations the receiving State has in place in order to comply with federal or State law.

<sup>1</sup> Please refer to your specific state statute for clarification

**SEC. 5.104 Placement Flexibility**

- (a) LEA officials shall have flexibility in waiving course/program prerequisites, or other preconditions for placement in courses/programs offered under the jurisdiction of the LEA.

**SEC. 5.105 Absence as Related to Deployment Activities**

- (a) A student whose parent or legal guardian is an active duty member of the uniformed services, as defined by the Compact, and has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting, shall be granted additional excused absences at the discretion of the LEA superintendent or head of school to visit with his or her parent or legal guardian relative to such leave or deployment of the parent or guardian. Notwithstanding the above, the LEA superintendent or head of school may provide a maximum number of additional excused absences.

**Chapter 600 - ELIGIBILITY**

**SEC. 6.101 Eligibility for Enrollment**

- (a) A custody order, special power of attorney, or other applicable document relative to the guardianship of a child of a military family and executed under the applicable law of each member State shall be sufficient for the purposes of enrollment and all other actions requiring parental participation and consent. A special power of attorney form, which is acceptable in some jurisdictions, can be obtained through the JAG offices pursuant to Military Family Care Plan regulations.
  - (1) A local education agency shall be prohibited from charging local tuition to a transitioning military child placed in the care of a non-custodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent. Tuition may be charged for optional programs offered by the LEA.
  - (2) A transitioning military child, placed in the care of a non-custodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent, may continue to attend the school in which he/she was enrolled while residing with the custodial parent.
  - (3) The local education agency shall not charge tuition. In addition, transportation to and from school is the responsibility of the non-custodial parent or other persons standing in loco parentis.

**SEC. 6.102 Eligibility for Extracurricular Participation**

- (a) State and local education agencies shall facilitate the opportunity for transitioning military children’s inclusion in extracurricular activities, regardless of application deadlines, with consultation with the State high school athletic association, to the extent

they are otherwise qualified. Application deadlines include tryouts, summer conditioning and other coach or district pre-requisites.

## **Chapter 700 - OVERSIGHT, ENFORCEMENT, AND DISPUTE RESOLUTION**

### **SEC. 7.101 Informal Communication to Resolve Disputes or Controversies**

- (a) States shall attempt to resolve disputes or controversies by communicating with each other by telephone, telefax, or electronic mail
- (b) Failure to resolve dispute or controversy:
  - (1) Following an unsuccessful attempt to resolve controversies or disputes arising under this compact, its by-laws or its rules as required under sec. 7.101 (a), States shall pursue one or more of the informal dispute resolution processes set forth in sec. 7.101(b) (2) prior to resorting to formal dispute resolution alternatives.
  - (2) Parties shall submit a written request to the executive director for assistance in resolving the controversy or dispute. The executive director shall provide a written response to the parties within ten (10) days and may, at the executive director's discretion, seek the assistance of legal counsel or the executive committee in resolving the dispute. The executive committee may authorize its standing committees or the executive director to assist in resolving the dispute or controversy.

### **SEC. 7.102 Formal Resolution of Disputes and Controversies**

- (a) Alternative dispute resolution – Any controversy or dispute between or among compacting States that arises from or relates to this compact that is not resolved under sec. 7.101 may be resolved by alternative dispute resolution processes. These shall consist of mediation and arbitration.
- (b) Mediation and arbitration:
  - (1) Mediation
    - (i) A State that is party to a dispute may request, or the executive committee may require, the submission of a matter in controversy to mediation.
    - (ii) Mediation shall be conducted by a mediator appointed by the executive committee from a list of mediators approved by the national organization responsible for setting standards for mediators and pursuant to procedures customarily used in mediation proceedings.
  - (2) Arbitration
    - (i) Arbitration may be recommended by the executive committee in any dispute regardless of the parties' previous submission of the dispute to mediation.
    - (ii) Arbitration shall be administered by at least one neutral arbitrator or a panel of arbitrators not to exceed three members. These arbitrators shall be selected from a list of arbitrators maintained by the Commission staff.
    - (iii) The arbitration may be administered pursuant to procedures customarily used in arbitration proceedings and at the direction of the arbitrator.

- (iv) Upon the demand of any party to a dispute arising under the compact, the dispute shall be referred to the American Arbitration Association and shall be administered pursuant to its commercial arbitration rules.
- (v) (a) The arbitrator in all cases shall assess all costs of arbitration, including fees of the arbitrator\* and reasonable attorney fees of the prevailing party, against the party that did not prevail.
  - (b) The arbitrator\* shall have the power to impose any sanction permitted by this compact and other laws of the State or the federal district in which the Commission has its principal offices.
- (vi) Judgment on any award may be entered in any court having jurisdiction.

**SEC. 7.103 Enforcement Actions Against a Defaulting State**

- (a) If the Interstate Commission determines that any State has at any time defaulted (“defaulting State”) in the performance of any of its obligations or responsibilities under this Compact, the by-laws or any duly promulgated rules the Interstate Commission may impose any or all of the following penalties:
  - (1) Damages or costs in such amounts as are deemed to be reasonable as fixed by the Interstate Commission;
  - (2) Remedial training and technical assistance as directed by the Interstate Commission;
  - (3) Suspension and termination of membership in the compact. Suspension shall be imposed only after all other reasonable means of securing compliance under the by-laws and rules have been exhausted. Immediate notice of suspension shall be given by the Interstate Commission to the governor, the chief justice or chief judicial officer of the State, the majority and minority leaders of the defaulting State’s legislature, and the State Council.
- (b) The grounds for default include, but are not limited to, failure of a Compacting State to perform such obligations or responsibilities imposed upon it by this compact, Interstate Commission by-laws, or duly promulgated rules. The Interstate Commission shall immediately notify the defaulting State in writing of the penalty imposed by the Interstate Commission on the defaulting State pending a cure of the default. The Interstate Commission shall stipulate the conditions and the time period within which the defaulting State must cure its default. If the defaulting State fails to cure the default within the time period specified by the Interstate Commission, in addition to any other penalties imposed herein, the defaulting State may be terminated from the Compact upon an affirmative vote of a majority of the compacting States and all rights, privileges, and benefits conferred by this Compact shall be terminated from the effective date of suspension.
- (c) Within sixty (60) calendar days of the effective date of termination of a defaulting State, the Interstate Commission shall notify the governor, the chief justice or chief judicial officer, the majority and minority leaders of the defaulting State’s legislature, and the State Council of such termination.

- (d) The defaulting State is responsible for all assessments, obligations, and liabilities incurred through the effective date of termination including any obligations, the performance of which extends beyond the effective date of termination.
- (e) The Interstate Commission shall not bear any costs relating to the defaulting State unless otherwise mutually agreed upon between the Interstate Commission and the defaulting State.
- (f) Reinstatement following termination of any compacting State requires both are enactment of the Compact by the defaulting State and the approval of the Interstate Commission pursuant to the rules.

#### **SEC 7.104 Judicial Enforcement**

- (a) The Interstate Commission may, by majority vote of the members, initiate legal action in the United States District Court for the District of Columbia or, at the discretion of the Interstate Commission, in the federal district where the Interstate Commission has its offices to enforce compliance with the provisions of the Compact, its duly promulgated rules and by-laws, against any compacting State in default. In the event judicial enforcement is necessary, the prevailing party shall be awarded all costs of such litigation including reasonable attorneys' fees.

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**APPENDIX IV.  
INTERSTATE COMPACT ON  
EDUCATIONAL OPPORTUNITY FOR MILITARY CHILDREN**

-- Model Compact Language --

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**This is the original model language, please refer to the language adopted in your state  
which may vary**

**Interstate Compact**

**on**

**Educational Opportunity for Military Children**

**ARTICLE I**

**PURPOSE**

It is the purpose of this compact to remove barriers to educational success imposed on children of military families because of frequent moves and deployment of their parents by:

- A. Facilitating the timely enrollment of children of military families and ensuring that they are not placed at a disadvantage due to difficulty in the transfer of education records from the previous school district(s) or variations in entrance/age requirements.

- B. Facilitating the student placement process through which children of military families are not disadvantaged by variations in attendance requirements, scheduling, sequencing, grading, course content or assessment.
- C. Facilitating the qualification and eligibility for enrollment, educational programs, and participation in extracurricular academic, athletic, and social activities.
- D. Facilitating the on-time graduation of children of military families.
- E. Providing for the promulgation and enforcement of administrative rules implementing the provisions of this compact.
- F. Providing for the uniform collection and sharing of information between and among member states, schools and military families under this compact.
- G. Promoting coordination between this compact and other compacts affecting military children.
- H. Promoting flexibility and cooperation between the educational system, parents and the student in order to achieve educational success for the student.

## **ARTICLE II**



## DEFINITIONS

As used in this compact, unless the context clearly requires a different construction:

- A. "Active duty" means: full-time duty status in the active uniformed service of the United States, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211.
  
- B. "Children of military families" means: a school-aged child(ren), enrolled in Kindergarten through Twelfth (12<sup>th</sup>) grade, in the household of an active duty member.
  
- C. "Compact commissioner" means: the voting representative of each compacting state appointed pursuant to Article VIII of this compact.
  
- D. "Deployment" means: the period one (1) month prior to the service members' departure from their home station on military orders through six (6) months after return to their home station.
  
- E. "Education(al) records" means: those official records, files, and data directly related to a student and maintained by the school or local education agency, including but not limited to records encompassing all the material kept in the student's cumulative folder such as general identifying data, records of attendance and of academic work completed, records of achievement and results

of evaluative tests, health data, disciplinary status, test protocols, and individualized education programs.

- F. “Extracurricular activities” means: a voluntary activity sponsored by the school or local education agency or an organization sanctioned by the local education agency. Extracurricular activities include, but are not limited to, preparation for and involvement in public performances, contests, athletic competitions, demonstrations, displays, and club activities.
  
- G. “Interstate Commission on Educational Opportunity for Military Children” means: the commission that is created under Article IX of this compact, which is generally referred to as Interstate Commission.
  
- H. “Local education agency” means: a public authority legally constituted by the state as an administrative agency to provide control of and direction for Kindergarten through Twelfth (12<sup>th</sup>) grade public educational institutions.
  
- I. “Member state” means: a state that has enacted this compact.
  
- J. “Military installation” means: means a base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the Department of Defense, including any leased facility, which is located within any of the several States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Northern Marianas

Islands and any other U.S. Territory. Such term does not include any facility used primarily for civil works, rivers and harbors projects, or flood control projects.

- K. “Non-member state” means: a state that has not enacted this compact.
  
- L. “Receiving state” means: the state to which a child of a military family is sent, brought, or caused to be sent or brought.
  
- M. “Rule” means: a written statement by the Interstate Commission promulgated pursuant to Article XII of this compact that is of general applicability, implements, interprets or prescribes a policy or provision of the Compact, or an organizational, procedural, or practice requirement of the Interstate Commission, and has the force and effect of statutory law in a member state, and includes the amendment, repeal, or suspension of an existing rule.
  
- N. “Sending state” means: the state from which a child of a military family is sent, brought, or caused to be sent or brought.
  
- O. “State” means: a state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Northern Marianas Islands and any other U.S. Territory.

- P. “Student” means: the child of a military family for whom the local education agency receives public funding and who is formally enrolled in Kindergarten through Twelfth (12<sup>th</sup>) grade.
- Q. “Transition” means: 1) the formal and physical process of transferring from school to school or 2) the period of time in which a student moves from one school in the sending state to another school in the receiving state.
- R. “Uniformed service(s)” means: the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services.
- S. “Veteran” means: a person who served in the uniformed services and who was discharged or released there from under conditions other than dishonorable.

## **ARTICLE III**

### **APPLICABILITY**

- A. Except as otherwise provided in Section B, this compact shall apply to the children of:
1. active duty members of the uniformed services as defined in this compact, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211;
  2. members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement; and
  3. members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.
- B. The provisions of this interstate compact shall only apply to local education agencies as defined in this compact.
- C. The provisions of this compact shall not apply to the children of:
1. inactive members of the national guard and military reserves;
  2. members of the uniformed services now retired, except as provided in Section A;

3. veterans of the uniformed services, except as provided in Section A;  
and
4. other U.S. Dept. of Defense personnel and other federal agency civilian  
and contract employees not defined as active duty members of the  
uniformed services.

## **ARTICLE IV**

### **EDUCATIONAL RECORDS & ENROLLMENT**

- A. Unofficial or “hand-carried” education records – In the event that official education records cannot be released to the parents for the purpose of transfer, the custodian of the records in the sending state shall prepare and furnish to the parent a complete set of unofficial educational records containing uniform information as determined by the Interstate Commission. Upon receipt of the unofficial education records by a school in the receiving state, the school shall enroll and appropriately place the student based on the information provided in the unofficial records pending validation by the official records, as quickly as possible.
  
- B. Official education records/transcripts - Simultaneous with the enrollment and conditional placement of the student, the school in the receiving state shall request the student’s official education record from the school in the sending state. Upon receipt of this request, the school in the sending state will process and furnish the official education records to the school in the receiving state

within ten (10) days or within such time as is reasonably determined under the rules promulgated by the Interstate Commission.

- C. Immunizations – Compacting states shall give thirty (30) days from the date of enrollment or within such time as is reasonably determined under the rules promulgated by the Interstate Commission, for students to obtain any immunization(s) required by the receiving state. For a series of immunizations, initial vaccinations must be obtained within thirty (30) days or within such time as is reasonably determined under the rules promulgated by the Interstate Commission.
- D. Kindergarten and First grade entrance age – Students shall be allowed to continue their enrollment at grade level in the receiving state commensurate with their grade level (including Kindergarten) from a local education agency in the sending state at the time of transition, regardless of age. A student that has satisfactorily completed the prerequisite grade level in the local education agency in the sending state shall be eligible for enrollment in the next highest grade level in the receiving state, regardless of age. A student transferring after the start of the school year in the receiving state shall enter the school in the receiving state on their validated level from an accredited school in the sending state.

## **ARTICLE V**

### **PLACEMENT & ATTENDANCE**

- A. Course placement - When the student transfers before or during the school year, the receiving state school shall initially honor placement of the student in educational courses based on the student's enrollment in the sending state school and/or educational assessments conducted at the school in the sending state if the courses are offered. Course placement includes but is not limited to Honors, International Baccalaureate, Advanced Placement, vocational, technical and career pathways courses. Continuing the student's academic program from the previous school and promoting placement in academically and career challenging courses should be paramount when considering placement. This does not preclude the school in the receiving state from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the course(s).
- B. Educational program placement – The receiving state school shall initially honor placement of the student in educational programs based on current educational assessments conducted at the school in the sending state or participation/placement in like programs in the sending state. Such programs include, but are not limited to: 1) gifted and talented programs; and 2) English as a second language (ESL). This does not preclude the school in the receiving state from performing subsequent evaluations to ensure appropriate placement of the student.
- C. Special education services – 1) In compliance with the federal requirements of the Individuals with Disabilities Education Act (IDEA), 20 U.S.C.A. Section 1400 et



seq, the receiving state shall initially provide comparable services to a student with disabilities based on his/her current Individualized Education Program (IEP); and 2) In compliance with the requirements of Section 504 of the Rehabilitation Act, 29 U.S.C.A. Section 794, and with Title II of the Americans with Disabilities Act, 42 U.S.C.A. Sections 12131-12165, the receiving state shall make reasonable accommodations and modifications to address the needs of incoming students with disabilities, subject to an existing 504 or Title II Plan, to provide the student with equal access to education. This does not preclude the school in the receiving state from performing subsequent evaluations to ensure appropriate placement of the student.

- D. Placement flexibility – Local education agency administrative officials shall have flexibility in waiving course/program prerequisites, or other preconditions for placement in courses/programs offered under the jurisdiction of the local education agency.
  
- E. Absence as related to deployment activities – A student whose parent or legal guardian is an active duty member of the uniformed services, as defined by the compact, and has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat support posting, shall be granted additional excused absences at the discretion of the local education agency superintendent to visit with his or her parent or legal guardian relative to such leave or deployment of the parent or guardian.

## **ARTICLE VI**

### **ELIGIBILITY**

#### A. Eligibility for enrollment

1. Special power of attorney, relative to the guardianship of a child of a military family and executed under applicable law shall be sufficient for the purposes of enrollment and all other actions requiring parental participation and consent.
2. A local education agency shall be prohibited from charging local tuition to a transitioning military child placed in the care of a non-custodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent.
3. A transitioning military child, placed in the care of a non-custodial parent or other person standing in loco parentis who lives in a jurisdiction other than that of the custodial parent, may continue to attend the school in which he/she was enrolled while residing with the custodial parent.

#### B. Eligibility for extracurricular participation - State and local education agencies shall facilitate the opportunity for transitioning military children's inclusion in extracurricular activities, regardless of application deadlines, to the extent they are otherwise qualified.

## **ARTICLE VII**

### **GRADUATION**

In order to facilitate the on-time graduation of children of military families states and local education agencies shall incorporate the following procedures:

- A. Waiver requirements – Local education agency administrative officials shall waive specific courses required for graduation if similar course work has been satisfactorily completed in another local education agency or shall provide reasonable justification for denial. Should a waiver not be granted to a student who would qualify to graduate from the sending school, the local education agency shall provide an alternative means of acquiring required coursework so that graduation may occur on time.
  
- B. Exit exams - States shall accept: 1) exit or end-of-course exams required for graduation from the sending state; or 2) national norm-referenced achievement tests or 3) alternative testing, in lieu of testing requirements for graduation in the receiving state. In the event the above alternatives cannot be accommodated by the receiving state for a student transferring in his or her Senior year, then the provisions of Article VII, Section C shall apply.
  
- C. Transfers during Senior year – Should a military student transferring at the beginning or during his or her Senior year be ineligible to graduate from the

receiving local education agency after all alternatives have been considered, the sending and receiving local education agencies shall ensure the receipt of a diploma from the sending local education agency, if the student meets the graduation requirements of the sending local education agency. In the event that one of the states in question is not a member of this compact, the member state shall use best efforts to facilitate the on-time graduation of the student in accordance with Sections A and B of this Article.

## **ARTICLE VIII**

### **STATE COORDINATION**

- A. Each member state shall, through the creation of a State Council or use of an existing body or board, provide for the coordination among its agencies of government, local education agencies and military installations concerning the state's participation in, and compliance with, this compact and Interstate Commission activities. While each member state may determine the membership of its own State Council, its membership must include at least: the state superintendent of education, superintendent of a school district with a high concentration of military children, representative from a military installation, one representative each from the legislative and executive branches of government, and other offices and stakeholder groups the State Council deems appropriate. A member state that does not have a school district deemed to contain a high concentration of military children may appoint a superintendent from another school district to represent local education agencies on the State Council.

- B. The State Council of each member state shall appoint or designate a military family education liaison to assist military families and the state in facilitating the implementation of this compact.
  
- C. The compact commissioner responsible for the administration and management of the state's participation in the compact shall be appointed by the Governor or as otherwise determined by each member state.
  
- D. The compact commissioner and the military family education liaison designated herein shall be ex-officio members of the State Council, unless either is already a full voting member of the State Council.

## **ARTICLE IX**

### **INTERSTATE COMMISSION ON EDUCATIONAL**

### **OPPORTUNITY FOR MILITARY CHILDREN**

The member states hereby create the “Interstate Commission on Educational Opportunity for Military Children.” The activities of the Interstate Commission are the formation of public policy and are a discretionary state function. The Interstate Commission shall:

- A. Be a body corporate and joint agency of the member states and shall have all the responsibilities, powers and duties set forth herein, and such additional powers as may be conferred upon it by a subsequent concurrent action of the respective legislatures of the member states in accordance with the terms of this compact.
  
- B. Consist of one Interstate Commission voting representative from each member state who shall be that state's compact commissioner.
  - 1. Each member state represented at a meeting of the Interstate Commission is entitled to one vote.
  - 2. A majority of the total member states shall constitute a quorum for the transaction of business, unless a larger quorum is required by the bylaws of the Interstate Commission.
  - 3. A representative shall not delegate a vote to another member state. In the event the compact commissioner is unable to attend a meeting of the Interstate Commission, the Governor or State Council may delegate voting authority to another person from their state for a specified meeting.
  - 4. The bylaws may provide for meetings of the Interstate Commission to be conducted by telecommunication or electronic communication.
  
- C. Consist of ex-officio, non-voting representatives who are members of interested organizations. Such ex-officio members, as defined in the bylaws, may include but not be limited to, members of the representative organizations of military family advocates, local education agency officials, parent and teacher groups, the U.S. Department of Defense, the Education Commission of the States, the

Interstate Agreement on the Qualification of Educational Personnel and other interstate compacts affecting the education of children of military members.

- D. Meet at least once each calendar year. The chairperson may call additional meetings and, upon the request of a simple majority of the member states, shall call additional meetings.
  
- E. Establish an executive committee, whose members shall include the officers of the Interstate Commission and such other members of the Interstate Commission as determined by the bylaws. Members of the executive committee shall serve a one year term. Members of the executive committee shall be entitled to one vote each. The executive committee shall have the power to act on behalf of the Interstate Commission, with the exception of rulemaking, during periods when the Interstate Commission is not in session. The executive committee shall oversee the day-to-day activities of the administration of the compact including enforcement and compliance with the provisions of the compact, its bylaws and rules, and other such duties as deemed necessary. The U.S. Dept. of Defense, shall serve as an ex-officio, nonvoting member of the executive committee.
  
- F. Establish bylaws and rules that provide for conditions and procedures under which the Interstate Commission shall make its information and official records available to the public for inspection or copying. The Interstate Commission may exempt from disclosure information or official records to the extent they would adversely affect personal privacy rights or proprietary interests.

G. Public notice shall be given by the Interstate Commission of all meetings and all meetings shall be open to the public, except as set forth in the rules or as otherwise provided in the compact. The Interstate Commission and its committees may close a meeting, or portion thereof, where it determines by two-thirds vote that an open meeting would be likely to:

1. Relate solely to the Interstate Commission's internal personnel practices and procedures;
2. Disclose matters specifically exempted from disclosure by federal and state statute;
3. Disclose trade secrets or commercial or financial information which is privileged or confidential;
4. Involve accusing a person of a crime, or formally censuring a person;
5. Disclose information of a personal nature where disclosure would constitute a clearly unwarranted invasion of personal privacy;
6. Disclose investigative records compiled for law enforcement purposes;  
or
7. Specifically relate to the Interstate Commission's participation in a civil action or other legal proceeding.

H. For a meeting, or portion of a meeting, closed pursuant to this provision, the Interstate Commission's legal counsel or designee shall certify that the meeting may be closed and shall reference each relevant exemptible provision. The Interstate Commission shall keep minutes which shall fully and clearly describe all matters discussed in a meeting and shall provide a full and accurate



summary of actions taken, and the reasons therefore, including a description of the views expressed and the record of a roll call vote. All documents considered in connection with an action shall be identified in such minutes. All minutes and documents of a closed meeting shall remain under seal, subject to release by a majority vote of the Interstate Commission.

- I. The Interstate Commission shall collect standardized data concerning the educational transition of the children of military families under this compact as directed through its rules which shall specify the data to be collected, the means of collection and data exchange and reporting requirements. Such methods of data collection, exchange and reporting shall, in so far as is reasonably possible, conform to current technology and coordinate its information functions with the appropriate custodian of records as identified in the bylaws and rules.
  
- J. The Interstate Commission shall create a process that permits military officials, education officials and parents to inform the Interstate Commission if and when there are alleged violations of the compact or its rules or when issues subject to the jurisdiction of the compact or its rules are not addressed by the state or local education agency. This section shall not be construed to create a private right of action against the Interstate Commission or any member state.

## **ARTICLE X**

### **POWERS AND DUTIES OF THE INTERSTATE COMMISSION**

The Interstate Commission shall have the following powers:

- A. To provide for dispute resolution among member states.
- B. To promulgate rules and take all necessary actions to effect the goals, purposes and obligations as enumerated in this compact. The rules shall have the force and effect of statutory law and shall be binding in the compact states to the extent and in the manner provided in this compact.
- C. To issue, upon request of a member state, advisory opinions concerning the meaning or interpretation of the interstate compact, its bylaws, rules and actions.
- D. To enforce compliance with the compact provisions, the rules promulgated by the Interstate Commission, and the bylaws, using all necessary and proper means, including but not limited to the use of judicial process.
- E. To establish and maintain offices which shall be located within one or more of the member states.

- F. To purchase and maintain insurance and bonds.
- G. To borrow, accept, hire or contract for services of personnel.
- H. To establish and appoint committees including, but not limited to, an executive committee as required by Article IX, Section E, which shall have the power to act on behalf of the Interstate Commission in carrying out its powers and duties hereunder.
- I. To elect or appoint such officers, attorneys, employees, agents, or consultants, and to fix their compensation, define their duties and determine their qualifications; and to establish the Interstate Commission's personnel policies and programs relating to conflicts of interest, rates of compensation, and qualifications of personnel.
- J. To accept any and all donations and grants of money, equipment, supplies, materials, and services, and to receive, utilize, and dispose of it.
- K. To lease, purchase, accept contributions or donations of, or otherwise to own, hold, improve or use any property, real, personal, or mixed.

- L. To sell, convey, mortgage, pledge, lease, exchange, abandon, or otherwise dispose of any property, real, personal or mixed.
- M. To establish a budget and make expenditures.
- N. To adopt a seal and bylaws governing the management and operation of the Interstate Commission.
- O. To report annually to the legislatures, governors, judiciary, and state councils of the member states concerning the activities of the Interstate Commission during the preceding year. Such reports shall also include any recommendations that may have been adopted by the Interstate Commission.
- P. To coordinate education, training and public awareness regarding the compact, its implementation and operation for officials and parents involved in such activity.
- Q. To establish uniform standards for the reporting, collecting and exchanging of data.
- R. To maintain corporate books and records in accordance with the bylaws.

- S. To perform such functions as may be necessary or appropriate to achieve the purposes of this compact.
  
- T. To provide for the uniform collection and sharing of information between and among member states, schools and military families under this compact.

## **ARTICLE XI**

### **ORGANIZATION AND OPERATION OF THE INTERSTATE COMMISSION**

- A. The Interstate Commission shall, by a majority of the members present and voting, within 12 months after the first Interstate Commission meeting, adopt bylaws to govern its conduct as may be necessary or appropriate to carry out the purposes of the compact, including, but not limited to:
  - 1. Establishing the fiscal year of the Interstate Commission;
  - 2. Establishing an executive committee, and such other committees as may be necessary;
  - 3. Providing for the establishment of committees and for governing any general or specific delegation of authority or function of the Interstate Commission;
  - 4. Providing reasonable procedures for calling and conducting meetings of the Interstate Commission, and ensuring reasonable notice of each such meeting;

5. Establishing the titles and responsibilities of the officers and staff of the Interstate Commission;
6. Providing a mechanism for concluding the operations of the Interstate Commission and the return of surplus funds that may exist upon the termination of the compact after the payment and reserving of all of its debts and obligations.
7. Providing "start up" rules for initial administration of the compact.

B. The Interstate Commission shall, by a majority of the members, elect annually from among its members a chairperson, a vice-chairperson, and a treasurer, each of whom shall have such authority and duties as may be specified in the bylaws. The chairperson or, in the chairperson's absence or disability, the vice-chairperson, shall preside at all meetings of the Interstate Commission. The officers so elected shall serve without compensation or remuneration from the Interstate Commission; provided that, subject to the availability of budgeted funds, the officers shall be reimbursed for ordinary and necessary costs and expenses incurred by them in the performance of their responsibilities as officers of the Interstate Commission.

C. Executive Committee, Officers and Personnel

1. The executive committee shall have such authority and duties as may be set forth in the bylaws, including but not limited to:
  - a. Managing the affairs of the Interstate Commission in a manner consistent with the bylaws and purposes of the

Interstate Commission;

- b. Overseeing an organizational structure within, and appropriate procedures for the Interstate Commission to provide for the creation of rules, operating procedures, and administrative and technical support functions; and
      - c. Planning, implementing, and coordinating communications and activities with other state, federal and local government organizations in order to advance the goals of the Interstate Commission.
  - 3. The executive committee may, subject to the approval of the Interstate Commission, appoint or retain an executive director for such period, upon such terms and conditions and for such compensation, as the Interstate Commission may deem appropriate. The executive director shall serve as secretary to the Interstate Commission, but shall not be a Member of the Interstate Commission. The executive director shall hire and supervise such other persons as may be authorized by the Interstate Commission.
- D. The Interstate Commission's executive director and its employees shall be immune from suit and liability, either personally or in their official capacity, for a claim for damage to or loss of property or personal injury or other civil liability caused or arising out of or relating to an actual or alleged act, error, or omission that occurred, or that such person had a reasonable basis for believing

occurred, within the scope of Interstate Commission employment, duties, or responsibilities; provided, that such person shall not be protected from suit or liability for damage, loss, injury, or liability caused by the intentional or willful and wanton misconduct of such person.

1. The liability of the Interstate Commission's executive director and employees or Interstate Commission representatives, acting within the scope of such person's employment or duties for acts, errors, or omissions occurring within such person's state may not exceed the limits of liability set forth under the Constitution and laws of that state for state officials, employees, and agents. The Interstate Commission is considered to be an instrumentality of the states for the purposes of any such action. Nothing in this subsection shall be construed to protect such person from suit or liability for damage, loss, injury, or liability caused by the intentional or willful and wanton misconduct of such person.
2. The Interstate Commission shall defend the executive director and its employees and, subject to the approval of the Attorney General or other appropriate legal counsel of the member state represented by an Interstate Commission representative, shall defend such Interstate Commission representative in any civil action seeking to impose liability arising out of an actual or alleged act, error or omission that occurred within the scope of Interstate Commission employment, duties or responsibilities, or that the defendant had a reasonable basis for believing occurred within the scope of Interstate Commission



employment, duties, or responsibilities, provided that the actual or alleged act, error, or omission did not result from intentional or willful and wanton misconduct on the part of such person.

3. To the extent not covered by the state involved, member state, or the Interstate Commission, the representatives or employees of the Interstate Commission shall be held harmless in the amount of a settlement or judgment, including attorney's fees and costs, obtained against such persons arising out of an actual or alleged act, error, or omission that occurred within the scope of Interstate Commission employment, duties, or responsibilities, or that such persons had a reasonable basis for believing occurred within the scope of Interstate Commission employment, duties, or responsibilities, provided that the actual or alleged act, error, or omission did not result from intentional or willful and wanton misconduct on the part of such persons.

## **ARTICLE XII**

### **RULEMAKING FUNCTIONS OF THE INTERSTATE COMMISSION**

- A. Rulemaking Authority - The Interstate Commission shall promulgate reasonable rules in order to effectively and efficiently achieve the purposes of this Compact. Notwithstanding the foregoing, in the event the Interstate Commission exercises its rulemaking authority in a manner that is beyond the scope of the purposes of this Act, or the powers granted hereunder, then such an action by the Interstate Commission shall be invalid and have no force or

effect.

- B. Rulemaking Procedure - Rules shall be made pursuant to a rulemaking process that substantially conforms to the “Model State Administrative Procedure Act,” of 1981 Act, Uniform Laws Annotated, Vol. 15, p.1 (2000) as amended, as may be appropriate to the operations of the Interstate Commission.
- C. Not later than thirty (30) days after a rule is promulgated, any person may file a petition for judicial review of the rule; provided, that the filing of such a petition shall not stay or otherwise prevent the rule from becoming effective unless the court finds that the petitioner has a substantial likelihood of success. The court shall give deference to the actions of the Interstate Commission consistent with applicable law and shall not find the rule to be unlawful if the rule represents a reasonable exercise of the Interstate Commission's authority.
- D. If a majority of the legislatures of the compacting states rejects a Rule by enactment of a statute or resolution in the same manner used to adopt the compact, then such rule shall have no further force and effect in any compacting state.

## ARTICLE XIII

### OVERSIGHT, ENFORCEMENT, AND DISPUTE RESOLUTION

#### A. Oversight

1. The executive, legislative and judicial branches of state government in each member state shall enforce this compact and shall take all actions necessary and appropriate to effectuate the compact's purposes and intent. The provisions of this compact and the rules promulgated hereunder shall have standing as statutory law.
2. All courts shall take judicial notice of the compact and the rules in any judicial or administrative proceeding in a member state pertaining to the subject matter of this compact which may affect the powers, responsibilities or actions of the Interstate Commission.
3. The Interstate Commission shall be entitled to receive all service of process in any such proceeding, and shall have standing to intervene in the proceeding for all purposes. Failure to provide service of process to the Interstate Commission shall render a judgment or order void as to the Interstate Commission, this compact or promulgated rules.

- B. Default, Technical Assistance, Suspension and Termination - If the Interstate Commission determines that a member state has defaulted in the performance of its obligations or responsibilities under this compact, or the bylaws or promulgated rules, the Interstate Commission shall:

1. Provide written notice to the defaulting state and other member states, of the nature of the default, the means of curing the default and any action taken by the Interstate Commission. The Interstate Commission shall specify the conditions by which the defaulting state must cure its default.
2. Provide remedial training and specific technical assistance regarding the default.
3. If the defaulting state fails to cure the default, the defaulting state shall be terminated from the compact upon an affirmative vote of a majority of the member states and all rights, privileges and benefits conferred by this compact shall be terminated from the effective date of termination. A cure of the default does not relieve the offending state of obligations or liabilities incurred during the period of the default.
4. Suspension or termination of membership in the compact shall be imposed only after all other means of securing compliance have been exhausted. Notice of intent to suspend or terminate shall be given by the Interstate Commission to the Governor, the majority and minority leaders of the defaulting state's legislature, and each of the member states.
5. The state which has been suspended or terminated is responsible for all assessments, obligations and liabilities incurred through the effective date of suspension or termination including obligations, the performance of which extends beyond the effective date of suspension or termination.
6. The Interstate Commission shall not bear any costs relating to any state that has been found to be in default or which has been

suspended or terminated from the compact, unless otherwise mutually agreed upon in writing between the Interstate Commission and the defaulting state.

7. The defaulting state may appeal the action of the Interstate Commission by petitioning the U.S. District Court for the District of Columbia or the federal district where the Interstate Commission has its principal offices. The prevailing party shall be awarded all costs of such litigation including reasonable attorney's fees.

#### C. Dispute Resolution

1. The Interstate Commission shall attempt, upon the request of a member state, to resolve disputes which are subject to the compact and which may arise among member states and between member and non-member states.
2. The Interstate Commission shall promulgate a rule providing for both mediation and binding dispute resolution for disputes as appropriate.

#### D. Enforcement

1. The Interstate Commission, in the reasonable exercise of its discretion, shall enforce the provisions and rules of this compact.
2. The Interstate Commission, may by majority vote of the members, initiate legal action in the United State District Court for the District of Columbia or, at the discretion of the Interstate Commission, in the federal district where the Interstate Commission has its principal offices, to enforce compliance with the provisions of the compact, its

promulgated rules and bylaws, against a member state in default. The relief sought may include both injunctive relief and damages. In the event judicial enforcement is necessary the prevailing party shall be awarded all costs of such litigation including reasonable attorney's fees.

3. The remedies herein shall not be the exclusive remedies of the Interstate Commission. The Interstate Commission may avail itself of any other remedies available under state law or the regulation of a profession.

## **ARTICLE XIV**

### **FINANCING OF THE INTERSTATE COMMISSION**

- A. The Interstate Commission shall pay, or provide for the payment of the reasonable expenses of its establishment, organization and ongoing activities.
- B. The Interstate Commission may levy on and collect an annual assessment from each member state to cover the cost of the operations and activities of the Interstate Commission and its staff which must be in a total amount sufficient to cover the Interstate Commission's annual budget as approved each year. The aggregate annual assessment amount shall be allocated based upon a formula to be determined by the Interstate Commission, which shall promulgate a rule binding upon all member states.

- C. The Interstate Commission shall not incur obligations of any kind prior to securing the funds adequate to meet the same; nor shall the Interstate Commission pledge the credit of any of the member states, except by and with the authority of the member state.
- D. The Interstate Commission shall keep accurate accounts of all receipts and disbursements. The receipts and disbursements of the Interstate Commission shall be subject to the audit and accounting procedures established under its bylaws. However, all receipts and disbursements of funds handled by the Interstate Commission shall be audited yearly by a certified or licensed public accountant and the report of the audit shall be included in and become part of the annual report of the Interstate Commission.

## **ARTICLE XV**

### **MEMBER STATES, EFFECTIVE DATE AND AMENDMENT**

- A. Any state is eligible to become a member state.
- B. The compact shall become effective and binding upon legislative enactment of the compact into law by no less than ten (10) of the states. The effective date shall be no earlier than December 1, 2007. Thereafter it shall become effective and binding as to any other member state upon enactment of the compact into law by that state. The governors of non-member states or their designees shall

be invited to participate in the activities of the Interstate Commission on a non-voting basis prior to adoption of the compact by all states.

- C. The Interstate Commission may propose amendments to the compact for enactment by the member states. No amendment shall become effective and binding upon the Interstate Commission and the member states unless and until it is enacted into law by unanimous consent of the member states.

## **ARTICLE XVI**

### **WITHDRAWAL AND DISSOLUTION**

#### A. Withdrawal

1. Once effective, the compact shall continue in force and remain binding upon each and every member state; provided that a member state may withdraw from the compact specifically repealing the statute, which enacted the compact into law.
2. Withdrawal from this compact shall be by the enactment of a statute repealing the same, but shall not take effect until one (1) year after the effective date of such statute and until written notice of the withdrawal has been given by the withdrawing state to the Governor of each other member jurisdiction.
3. The withdrawing state shall immediately notify the chairperson of the Interstate Commission in writing upon the introduction of legislation repealing this compact in the withdrawing state. The Interstate



Commission shall notify the other member states of the withdrawing state's intent to withdraw within sixty (60) days of its receipt thereof.

4. The withdrawing state is responsible for all assessments, obligations and liabilities incurred through the effective date of withdrawal, including obligations, the performance of which extend beyond the effective date of withdrawal.
5. Reinstatement following withdrawal of a member state shall occur upon the withdrawing state reenacting the compact or upon such later date as determined by the Interstate Commission.

#### B. Dissolution of Compact

1. This compact shall dissolve effective upon the date of the withdrawal or default of the member state which reduces the membership in the compact to one (1) member state.
2. Upon the dissolution of this compact, the compact becomes null and void and shall be of no further force or effect, and the business and affairs of the Interstate Commission shall be concluded and surplus funds shall be distributed in accordance with the bylaws.

## **ARTICLE XVII**

### **SEVERABILITY AND CONSTRUCTION**

- A. The provisions of this compact shall be severable, and if any phrase, clause, sentence or provision is deemed unenforceable, the remaining provisions of the compact shall be enforceable.
  
- B. The provisions of this compact shall be liberally construed to effectuate its purposes.
  
- C. Nothing in this compact shall be construed to prohibit the applicability of other interstate compacts to which the states are members.

## **ARTICLE XVIII**

### **BINDING EFFECT OF COMPACT AND OTHER LAWS**

- A. Other Laws
  - 1. Nothing herein prevents the enforcement of any other law of a member state that is not inconsistent with this compact.
  - 2. All member states' laws conflicting with this compact are superseded to the extent of the conflict.
  
- B. Binding Effect of the Compact

1. All lawful actions of the Interstate Commission, including all rules and bylaws promulgated by the Interstate Commission, are binding upon the member states.
2. All agreements between the Interstate Commission and the member states are binding in accordance with their terms.
3. In the event any provision of this compact exceeds the constitutional limits imposed on the legislature of any member state, such provision shall be ineffective to the extent of the conflict with the constitutional provision in question in that member state.

## 2019 Annual Business Meeting - Attendees

First Name	Last Name	State	Appointment	Phone	Email Address
Laura	Anastasio	Connecticut	Commissioner (CT)	860-713-6512	laura.anastasio@ct.gov
Yolande	Anderson	South Carolina	Commissioner (SC)	803-734-1598	yanderson@ed.sc.gov
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Tracie	Atkins	Utah	School Liaison Officer	801-775-5960	tracie.atkins@us.af.mil
Tyler	Backus	Maine	Commissioner (ME)	207-624-6635	tyler.backus@maine.gov
Darcy	Benway	Illinois	Commissioner (IL)	618-632-3507	benwayd@oths.us
Kathleen	Berg	Hawaii	Commissioner (HI)	808-778-2157	kberg@hawaii.edu
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Robert	Buehn	Florida	Commissioner (FL)	904-327-9986	bbuehn@yahoo.com
Steven	Bullard	Kentucky	Commissioner (KY)	502-424-4737	steven.bullard@ky.gov
Todd	Butler	Michigan	Administrative Manager	517-335-2888	butlert4@michigan.gov
Jeff	Cassidy	Michigan	State Veterans Coordinator	517-290-3226	cassidyj1@michigan.gov
Miranda	Chapman	Rhode Island	School Liaison Officer	860-694-3772	miranda.chapman@navy.mil
Barbara	Clemmer	Pennsylvania	Commissioner (PA)	717-425-5728	baclemmer@pa.gov
Chuck	Clymer	Virginia	Child & Youth Education Services	202-277-6932	chuck.clymer@navy.mil
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Wanda	Cooper	Alabama	School Liaison Officer		wanda.cooper@us.af.mil
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Lindsey	Dablow	Kentucky	MIC3 Training & Operations	859-244-8067	ldablow@csg.org
Jennifer	Davis	Delaware	Student Services & Special Populations	302-735-4103	jennifer.davis@doe.k12.de.us
Chad	Delbridge	Wyoming	Commissioner (WY)	307-221-0036	chad.delbridge@laramie1.org
Roxane	Dietrich	Arizona	School Liaison Officer	505-715-1815	roxane.dietrich@us.af.mil
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Alex	Erwin	North Carolina	Commissioner (NC)	910-330-8365	alex.erwin@onslow.k12.nc.us
Kathleen	Facon	Virginia	DoDEA	571-263-1621	kathy.facon@gmail.com
Kyle	Fairbairn	Nevada	MISA	402-305-6468	kykef@hotmail.com
Teresa	Ferenczhalmy	New Mexico	Military Community Liaison	575-551-2287	teresa.ferenczhalmy@alamogordoschools.org
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## 2019 Annual Business Meeting - Attendees

Elizabeth	Fleming	Arizona	CYES School Liaison	520-228-6040	elizabeth.fleming.1@us.af.mil
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Brian	Henry	Missouri	Commissioner (MO)	573-842-2097	bhenry@waynesville.k12.mo.us
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## 2019 Annual Business Meeting - Attendees

Rick	Masters	Kentucky	MIC3 General Counsel	502-262-5881	rmasters@csg.org
Deanna	McLaughlin	Tennessee	Commissioner (TN)	931-801-1354	dmclau9499@bellsouth.net
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Keith	Mispagel	Kansas	Superintendent	913-290-0588	kmispagel@usd207.org
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Jesse	Najera	South Dakota	Silver Valley Unified School District	760-254-1319	mbootsma@svusdk12.net
Craig	Neuenswander	Kansas	Commissioner (KS)	785-296-3872	cneuenswander@ksde.org
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Jennifer	Ohmer	New Jersey	School Liaison Officer	609-562-5411	jennifer.ohmer@us.af.mil
John Clarke	Orzalli	Massachusetts	Commissioner (MA)	206-459-3222	corzalli@gmail.com
Keith	Owen	Colorado	Commissioner (CO)		kowen@ffc8.org
Carol	Padilla	Nevada	School Liaison Officer	702-250-4650	carol.padilla@us.af.mil
Debbie	Patch	Virginia	Regional SLO	757-735-4417	deborah.patch@navy.mil
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Quentin	Ransburg	Mississippi	Executive Director - Federal Programs		qransburg@mdek12.org
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Ashley	Twedt	Ohio	Intervention Specialis - Purple Star Liaison	419-494-9017	twedta@clearfork.k12.oh.us
Mark	Vollmer	North Dakota	Minot Public Schools Superintendent	701-500-9833	mark.vollmer@minot.k12.nd.us

## 2019 Annual Business Meeting - Attendees

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As of October 2, 2019