



**MINUTES OF THE RULES COMMITTEE MEETING HELD BY CONFERENCE CALL ON SEPTEMBER 26, 2017**

PRESENT	Don "John" Kaminar	Chair and Arkansas Commissioner
	Taneka Miller	Vice-Chair and District of Columbia Commissioner
	Brig Gen (Ret) Kathleen Berg	Hawaii Commissioner
	Daniel Dunham	Virginia Commissioner Designee
	Pete Koehler	Idaho Commissioner
	Alexis Susdorf for Diane Douglas	Arizona Commissioner
	Cherise Imai	Executive Director, Secretary
	Richard Pryor	Operations Coordinator
	Rick Masters	General Counsel
	Mary Gable	Maryland Commissioner
ABSENT	Douglas Ragland	Alabama Commissioner
	Mike Reed	Mississippi Commissioner
	Robert Staver	Pennsylvania Commissioner

**ITEM 1 – CALL TO ORDER**

1. Committee Chair and Arkansas Commissioner, John Kaminar, called the meeting to order at 2:00 PM EDT and with roll call by Cherise Imai, MIC3 Executive Director. Six of nine voting members and three staff members were present.

**ITEM 2 – AGENDA AND PREVIOUS MINUTES**

2. The meeting agenda was approved as presented. The minutes from the June 13, 2017 meeting were approved as presented.

**ITEM 3 – OLD BUSINESS**

3. **Case Report Form Field Testing** – Chair Kaminar reviewed the first case report submittal by Kansas State Commissioner, Craig Neuenswander. The form is online on the website as of September 11. It was restated that the purpose of the form was to collect best practices and to share information on cases that would be helpful for Commissioners. The form is not mandatory and may be submitted by Commissioners, school personnel, etc. Field testing will continue until the Annual Business Meeting.

Suggestions:

- Add a line regarding that student specific information should not be shared in line with FERPA.
- Information in this form is data collection purposes and may be used for training, or summarized.
- Include that this form is adapted a form used by ISJ for the transfer of students across state lines.

4. **Case Report Feedback** – Wisconsin Commissioner, Shelley Joan Weiss provided feedback on the form to the committee: *“I am uncomfortable with unfiltered information going directly from an individual (not a commissioner) to the national level without first going through the state commissioner and the*

state council. The cases belong to the state and I think that the process of allowing others to submit undermines the intended purpose of the commissioner and the state councils.”

4. **Case Report Revisions** – Chair Kaminar stated that the instrument is good, and it’s evolving, but can be used to train new commissioner, and use it for best practices. The committee agreed to develop a list on background, what kind of data is used, how will the data be used. Cherise Imai added that this will organize and make it easier/streamline and organizing on the data submission process. We already connect with the Commissioners to notify them of any inquiries or cases that are sent to the National Office. (OPEN ITEM)

#### ITEM 4 – NEW BUSINESS

5. **National Office Case Report** – reviewed the results which will be shared at the national meeting. relevant updates, provided to keep the committee updated on MIC3’s progress. Commissioner Berg asked that the matrix clarify acronyms and additional detail for readers not familiar with the report. She will forward her suggestions to the Imai for review. (OPEN ITEM)

6. **General Counsel** – Rick Masters reviewed the most recent Legal Advisory from KS, also approved advisories for WA and NV were posted to the website as well.

#### ITEM 5 – ADJOURNMENT

With no further business to discuss, Chair Kaminar adjourned the meeting at 2:52 PM EDT.

Respectfully submitted by:



Cherise Imai  
Secretary