

**MINUTES OF THE RULES COMMITTEE MEETING HELD BY CONFERENCE CALL ON
JANUARY 3, 2018**

PRESENT	Mary Gable Brig Gen (Ret) Kathleen Berg Daniel Dunham Alex Erwin Pete Koehler Douglas Ragland	Chair and Maryland Commissioner Hawaii Commissioner Virginia Commissioner Designee North Carolina Commissioner Idaho Commissioner Alabama Commissioner
	Cherise Imai Richard Pryor	Executive Director, Secretary Communications Associate
ABSENT	Taneka Miller Charles Tack for Diane Douglas Mike Reed Robert Staver	Vice-Chair and District of Columbia Commissioner Arizona Commissioner Mississippi Commissioner Pennsylvania Commissioner

ITEM 1 – CALL TO ORDER AND WELCOME

1. Committee Chair and Maryland Commissioner, Mary Gable, called the meeting to order at 2:08 PM EST. Six of ten voting members and two staff members were present. Chair Gable welcomed the committee to the first committee meeting of the year. She recognized Commissioners Alex Erwin (NC) and Douglas Ragland (AL) as this was their first meeting.

ITEM 2 – AGENDA AND PREVIOUS MINUTES

2. Brig Gen (ret) Kathleen Berg (HI) moved to approve the meeting agenda, seconded by Pete Koehler (ID). The agenda was approved as presented. Berg motioned to approve the minutes from the September 26, 2017 meeting, seconded by Dan Dunham (VA), which were approved unanimously as presented.

ITEM 3 – OLD BUSINESS

3. *Case Report Form Field Testing* – Chair Gable recognized former Rules Chair, Don Kaminar and the committee for their work on the form and field testing over the past year. The form was developed as an opportunity to collect cases that would be evidence of rules being implemented and used for training for new chairs and other training opportunities at the Annual Meeting. At the last meeting we reviewed the first (and only) case report submittal by Kansas State Commissioner. The committee discussed how they could obtain submittals from the other Commissioners.

The committee discussed one Commissioner's concern that the form could be completed by anyone other than the Commissioner (such as School Liaisons, Parents, and or others). Chair Gable stated that if we did receive a submittal from someone other than a Commissioner and the submittal wasn't appropriate, we would not publish or use the submittal.

It was clarified that the form has been online on the MIC3 website as of September 11. She 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.

Commissioner Dan Dunham (VA) recalled that the discussion also included concern about FERPA and details. All agreed that we will pilot the form for Commissioner only use, and the form will be moved to the *Commissioners Only* portal on the website in addition to the revisions: (OPEN ITEM)

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

In addition, all agreed that each Committee member would complete the form with a case from their state by the next Committee meeting, and evaluate the process and data. Additional changes could be made if necessary. (OPEN ITEM)

ITEM 4 – NEW BUSINESS

4. *National Office Case Report* – ED Imai reviewed the report and cases and/or inquiries received by the national office to date.

ITEM 5 – ANNOUNCEMENTS AND OTHER BUSINESS

5. *Rules Book Reprint* – Chair Gable said the MIC3 Rules book inventory is almost depleted and a reprint is needed. Therefore the national office will revise the document to align with our MIC3 brand and color scheme, and submit to the Committee for review and approval. The intent is to make the resource available online and print inventory for training and meeting purposes. (OPEN ITEM)

6. *Rules Language Changes* – Chair Gable said she is expecting language submittals from both the Leadership Development Ad Hoc on elections and succession planning, as well as Finance on the Dues formula this year.

ITEM 5 – ADJOURNMENT

With no further business to discuss, Chair Gable adjourned the meeting at 2:45 PM EST.

Respectfully submitted by:



Cherise Imai
Executive Director/Secretary