



EXECUTIVE COMMITTEE (EXCOM) MEETING MINUTES

Tuesday, July 19, 2020

PRESENT	John "Don" Kaminar	Arkansas Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Mary Gable	Maryland Commissioner	Rules
	Brian Henry	Missouri Commissioner	Comm. & Outreach
	Daron Korte	Minnesota Commissioner	Compliance
	Craig Neuenswander	Kansas Commissioner	Treasurer
	Ernise Singleton	Louisiana Commissioner	Training
	Chuck Clymer	DoD Representative	Ex-Officio
EXCUSED	Rosemarie Kraeger	Rhode Island Commissioner	Past Chair & LNC
STAFF	Cherise Imai	Executive Director	Secretary
	Lindsey Dablow	Training and Operations Assoc.	
GUEST	Greg Lynch	Washington Commissioner	

ITEM 1 – WELCOME AND CALL TO ORDER

1. Chair Don Kaminar (AR) called the meeting to order on Thursday, July 19, 2020 at 1:04 PM ET. Roll call was conducted by Executive Director (ED) Cherise Imai. A quorum was established.

ITEM 2 – AGENDA AND MINUTES

2. Commissioner Ernise Singleton (LA) made a motion to approve the agenda as amended, seconded by Commissioner Mary Gable (MD). Motion carried.

3. Commissioner Gable motioned to approve the minutes of the June 18, 2020 meeting, seconded by Treasurer Craig Neuenswander (KS). Motion carried.

ITEM 3 – Reports

4. **Leadership Nomination** – Chair Kaminar recognized Commissioner Greg Lynch (WA) who attended the meeting on behalf of Past Chair Rosemarie Kraeger (RI) to provide an update on the Leadership Nomination Committee (LNC) and the elections process. Commissioner Lynch recognized the response to the LNC's recommendation that the current Chair, Vice Chair, and Treasurer continue to serve in their current positions and thanked them for agreeing to serve a third term. Commissioner Lynch noted Commissioner Pete LuPiba (OH) also applied for the Chair position. LNC had outlined in the application documents that should an application be received then a member of the Committee would contact the applicant and discuss the LNC's reasoning regarding continuity of leadership during the unusual circumstances caused by the pandemic, 2020-21 school year, and an abnormal military transition season.

5. Commissioner Lynch emailed Commissioner LuPiba who indicated he would not be available until August 3, 2020 for a conversation. Commissioner Lynch reached out a second time to request a call before July 27, 2020 due to the LNC meeting but has not received a response back from Commissioner LuPiba. Commissioner Lynch remarked that the LNC will move ahead with the timeline the Committee agreed upon.

6. Commissioner Gable asked if any of other applications were submitted for the Vice Chair or Treasurer position and Commissioner Lynch responded that no other applications had been received by the LNC. He noted this did not exclude floor nominations during the Annual Business Meeting (ABM) but his presence at EXCOM today was to explain where the process is currently. The Chair thanked Commissioner Lynch and the LNC for their work.

7. **Finance** – Treasurer Neuenswander reviewed the Commission financial documents with the EXCOM noting the Committee had not met since the last EXCOM meeting. June expenditures are projected to end \$44,000 under budget for FY2020. The Income Statement notes Member Dues of \$12,464.00 but those are for the FY2021 and will be moved to reflect receipt in FY2021.

8. Treasurer Neuenswander noted the audit with Blue and Co would commence by the end of the month and the final financials are to be completed by August 12, 2020.

9. The fund balance at the end of FY20 will be slightly more than \$1.3 million that represents two years of budget which is a target number the Finance Committee has identified as an optimal amount to hold in reserve. The Treasurer noted 15 States have paid their FY21 dues reflecting 15% of the budget equal to \$97,925.00.

10. **Executive Director** – ED Imai presented a staffing proposal requesting two temporary positions. The first position would be for an intern from the University of Kentucky (UK) from the Communication's Department. The Council of State Governments (CSG) utilizes interns from UK and has parameters for those positions as well as UK's requirements that interns in their program must meet. Per CSG's policy intern positions must be paid an hourly rate of \$12.00.

11. The second position is for a temporary, part-time administrative position. CSG's policy for hiring temporary, part-time administrative personnel provides employment for 6 months and the employee is limited to 30 hours per week of work time. ED Imai stated that filling the two positions would allow National Office staff to handle other duties especially with preparing for a virtual ABM. She acknowledged the positive feedback and continuity of services provided by the National Office even with a decrease in staffing but noted the proposed positions would help current full-time staff work on projects that have been delayed due to dividing the Communications Associate's duties.

12. ED Imai noted the positions would be reviewed in December to determine next steps, but the goal is to hire a Communications Associate into the third full-time staff position in the first quarter of 2021. This proposal is only a measure to assist staff until that position is filled and not meant as a long-term solution.

13. Commissioner Singleton made a motion to accept the proposal and allow ED Imai to hire a part-time intern and part-time administrative position until the end of the 2020 year. Commissioner Brian Henry (MO) seconded the motion. Motion carried.

14. **Compliance** – Commissioner Daron Korte (MN) acknowledged two complaint letters received from military-connected parents regarding Texas' lack of a state council. Commissioner Korte acknowledged Texas' place as one of the highest military impacted states and noted the language in their Compact statute that states the Texas Education Agency (TEA) will execute the functions of the state council. Commissioner Korte noted he was unaware of the history behind that decision or why Texas was allowed that concession when adopting the model Compact language.

15. Commissioner Korte explained the issue now is with the passage of *1-2017 State Coordination Policy* member state's councils are required to meet annually. There is a clause in the policy that if you
Approved August 20, 2020

are a state that designates another entity to perform the role of a state council then that entity has to report to the National Office how that entity is meeting the requirements, or doing the duty, of the state council. To this point Texas has not done that. The complaint letters are requesting Texas set up a state council separate from TEA. Commissioner Korte recommended he, ED Imai, and Chair Kaminar discuss the matter with Texas Commissioner Shelly Ramos so a report can be submitted to the National Office making Texas compliant with the policy before taking further action.

16. Chair Kaminar asked if the National Office or the Compliance Committee had received any indication that military-connected students and their families were not being served by the Compact in Texas? ED Imai responded that when the National Office has received a case Commissioner Ramos has been engaged and assisted with resolving the case. However, the National Office has received informal communications from School Liaison Officers and others within Texas' legislature, and military is that they would like to meet and engage with the state, but that request has not been acknowledged.

17. ED Imai reminded the EXCOM that the Commissioner of Education is the Compact Commissioner and Ms. Ramos is the Designee. She proposed discussing the issues raised in the letters with Commissioner Ramos and including the Commissioner of Education for awareness and inclusion. ED Imai explained that both communications are formal letters and deserve a response including next steps. She requested General Counsel Rick Masters be included on the conversation because he is familiar with Texas' Compact statute and history of their participation in the Compact.

18. DoD Representative Chuck Clymer acknowledged the need for direct communication channels and a structured response between the state, SLOs, and the DoD Representative. ED Imai stated that other member states use separate entities to perform the work of the state council, both Minnesota and Illinois use their respective P20 Groups or subgroups. Commissioner Gable interjected that Commissioner Korte's proposal to discuss the communications and issues with Commissioner Ramos was a logical and acceptable next step.

19. Vice Chair Laura Anastasio (CT) asked if Texas' statute designated the TEA to act as the state council and was not required to designate a separate formal state council then how can the Commission require them now to designate a separate group to perform those duties? She noted Texas' statute would need to be reviewed to determine specifically what is and is not provided for. Commissioner Korte responded the concern from a compliance standpoint is written communication on how the TEA is executing the duties of the state council and to this point that has not been received.

20. The EXCOM agreed ED Imai, Chair Kaminar, and Commissioner Korte would contact Commissioner Ramos to discuss the compliance issue and ED Imai will draft a formal response including next steps to the parents for EXCOM's approval. [OPEN ITEM]

ITEM 5 – OLD BUSINESS

21. **Mid-Year Survey Report** – ED Imai briefly reviewed feedback provided by Commissioners on the Mid-Year Survey. 49 surveys were distributed and of those there 26 (53%) responses to the survey were received. Of the 26 responses received 24 (54.5%) were from Commissioners and 2(40%) were from ex-officio members.

22. For "Value of the Compact" questions the majority of the feedback was positive indicating an increase in support and awareness of the Compact. The "Value of the Commission" questions reflected satisfaction with customer service, communication, and supports provided by the Commission. Also reflected in the response for this topic is a desire for standing operation procedures for states to implement around operating the Compact. The desire for continued engagement on the national level to promote the

Compact and the Commission. Finally, the need for information sharing of best practices among the member states.

23. “Member State Needs” questions indicated member states face challenges when communicating about the compact with stakeholders and awareness of the Compact within their state. Commissioners also face challenges trying to build collaborative relationships and partnerships, again, within their state. Feedback from the Commission on the “Member State Highlights” question focused on effective state councils and providing supports for military families and students. Also, of those member states who responded building strong relationships and communicating effectively among stakeholders in their state has yielded gains for the Commissioner.

24. On average a majority of the Commissioners responding to the survey work 1-5 cases per year. The feedback noted training takes place in member states: Annually (35%), Quarterly (15%), None (14%), Other – i.e. as needed, every other year, when requested (27%). The Commissioner is providing the training 65.3% of the time but SLOs come in second at 42.3%, and the State Department of Education (DOE) and Other tied for third with 30.7%.

25. Training has been provided in-person (68%), briefing/presentation style (52%), utilizing slides (40%), Online (28%). In the “Training Needs” questions on the survey 11.5% of respondents indicated they do not conduct training in their state and 20% have no type/format for training. However, the comments indicated that respondents are preparing to train or work with their SLO or Department of Education to inform schools about their obligation under the Compact.

26. The “Communication and Outreach” questions highlighted Commissioner needs to assist them with improving Compact awareness within their states. 57.6% of those surveyed would like the Commission to develop online training resources. 19.2% requested developing additional collaterals like the Parent Guide or brochure. 11.5% requested Compact training for stakeholders.

27. Respondents indicated their state disseminates information about the Compact to stakeholders through email, newsletters, and the DOE. The National Office is aware Florida produces a newsletter but was not aware of other states and would like to find out more about the member states and how they are communicating with stakeholders.

28. Finally, feedback from the survey indicates a majority of the Commissioners have partnered with their state’s DOE, state’s athletic association, and MCEC, to increase awareness of the Compact and disseminate information. The results indicated mic3.net and the Commission’s current collaterals are valuable resources for Commissioners. The ED Update and The Wire newsletter were also highlighted as good resources.

29. ED Imai concluded stating that a lot of the items indicated by the survey results and comments are being addressed by the Commission’s FY20-22 Strategic Plan. She noted development of the training toolkits, virtual training, the Ambassador Program, and other tactics of the current strategic plan that should help the Commission address most of the issues indicated by the Mid-Year Survey.

30. Commissioner Gable made a motion to approve the survey results and share with the full Commission. Commissioner Henry seconded the motion. Motion carried.

31. **ABM Agenda** – ED Imai reviewed the revised agenda with changes based on discussion at the previous meeting and provided by the EXCOM via email. She noted the Breakout sessions normally held during the ABM have been changed to webinars which will take place periodically throughout the upcoming school year.

32. ED Imai reminded the EXCOM that GoToWebinar advised avoiding meetings that begin at 10:00 AM and go until 2:00 PM ET; however, it is not possible to avoid that block of time. She noted the ABM was originally scheduled to begin at 9:00 AM and conclude at 1:00 PM ET each day but that has been modified to 12:00 PM to 4:00 PM ET to allow those Commissioners in the Western part of the country to travel into work prior to the start of the meeting. ED Imai spoke with Commissioner Kathleen Berg (HI), since she is in the furthest time zone, and she confirmed she could participate and approved of the proposed meeting times.

33. ED Imai confirmed GoToWebinar would be the platform used for the ABM. The National Office has been in contact with other affiliates of CSG and CSG's Information Technologies (IT) department to begin planning and preparing for the meeting. Staff has begun development of a Commissioner FAQ, preparing registration, and gathering guidance and best practices from other users of GoToWebinar.

34. The National Office recommended not charging registration fees for the 2020 ABM and the EXCOM agreed. The EXCOM also agreed not to charge attendees for a hard copy of the docket book or the mailing cost to ship those to participants. Every Commissioner will receive an ABM packet that will include a hard copy of the docket book just in case they experience technical difficulties during the ABM or are not at a computer monitor for a portion of the meeting.

35. ED Imai stated in conversations with CSG's IT team, regarding reimbursing Commissioners for cost incurred, like upgrading broadband, to virtually attend the ABM, it was recommended to handle that on a case by case basis, and she concurred. ED Imai included Treasurer Neuenswander in the discussion and he supported the Executive Director's recommendation.

36. ED Imai will email the finalized agenda to the EXCOM for their review, noting she would like to release the agenda in August. [OPEN ITEM]

37. North Dakota Inquiry Response – Chair Kaminar stated he wanted to get a response to Commissioner Davina French (ND) because some time has passed since she contacted the EXCOM. He agreed with Commissioner Korte that the response should go to Commissioner French alone with the members of the EXCOM copied on the reply. Chair Gable supported responding to the individual and not to the full Commission. The Chair recommended posting the inquiry and response to the Commissioner Portal in case other Commissioners had similar questions. Commissioner Korte explained he thought the Commissioner probably wanted a response but did not anticipate it being shared and he did not want to deter others from asking questions of the EXCOM. Commissioner Korte recommended asking the Commissioner if they wanted the response shared.

38. EXCOM agreed to have ED Imai and Chair Kaminar reach out to Commissioner French to let her know a response is forthcoming and apologize for the tardiness of the communication. At that time, they will also ask if she wants the response kept private or shared with the Commission. [OPEN ITEM]

ITEM 6 – ADJOURNMENT

39. Commissioner Gable motioned to adjourn the meeting, seconded by Commissioner Henry.

40. There being no further business to conduct, Chair Kaminar adjourned the meeting at 2:06 PM ET.

Respectfully submitted by,
Cherise Imai
Secretary/Executive Director