

**Draft Minutes  
Board of Directors  
Florida School Music Association  
October 21-22, 2012  
Embassy Suites/University of South Florida  
Tampa, Florida**

**Board Members Present**

Tim Cool - President  
Don Langland - Executive Committee Representative  
Carol Cook - Florida Association of School Boards  
Jayne Ellspermann – Florida Department of Education  
Beth Cummings – Florida Music Educators’ Association  
Dr. Ken Williams – Florida Music Educators’ Association  
Dr. Ruth Heckman – Florida Association School Administrators  
Linda Mann – Florida Bandmasters’ Association  
Neil Jenkins – Florida Bandmasters’ Association  
Nancy Beebe – Florida Orchestra Association  
Mark Scott – Florida Vocal Association  
Dr. Monty Musgrave – Florida Music Supervision Association  
Joie Cadle – Florida Association of School Boards  
Billy May – Florida Association of School Administrators

**Staff Members Present**

Dr. Kathleen D. Sanz, Florida School Music Association Executive Director  
Valeria Anderson, Florida School Music Association Director of Operations  
Richard Brown, Florida School Music Association Business and Special Projects Manager

**Call to Order**

- President Cool called the meeting to order at 8:33 am Monday, October 22, 2012.
- Introductions were conducted by individual board members
- Board notebooks, including reports were distributed to the board.

**Review and Adoption of Agenda**

*It was moved by Jayne Ellspermann, Seconded by Carol Cook, and carried unanimously to adopt the agenda as presented.*

President Cool directed the board members attention to the Policies for Governance – Tab 3

Members’ attention was then drawn to the Vision and Goals of the organization – Tab 3.  
*Florida School Music Association Vision and Purpose: The purpose of the Florida School Music Association is to ensure high quality broad based thriving music programs in member schools.*

*Goals:*

*In accomplishing this purpose the following areas are of importance.*

- *The highest quality Music Performance Assessments available in the nation and continual evaluation for the quality of the Music Performance Assessment experience.*
- *Cultivating excellence of Florida music programs for all students*
- *Models for and tools to recognize best practices in excellent music programs*

- *Events sanctioned by Florida School Music Association shall be safe and fiscally responsible, provide equity in adjudication across the state and provide student access to programs.*

Policies for Governance were reviewed by President Cool and the Board of Directors

#### Minutes

*It was moved by Jane Ellspermann, Seconded by Carol Cook, and carried unanimously to approve the minutes as presented.*

#### Bylaws – Tab 5

Article III, #4. Officers - was reviewed by the board members.

## **Reports**

### Financial Report

Executive Director Sanz referred members to the Quick Book definitions pertinent to the review of the financial reports. The terminology on the handout will be used during the financial reports for the balance sheet and cash flow.

Richard Brown presented the financial reports including:  
 Florida School Music Association Cash Flow Detail Sheet  
 Florida School Music Association Balance Sheet

*It was moved by Nancy Beebe, Seconded by Carol Cook, and carried unanimously to approve the financial report.*

Audit Report was distributed to members. *It was moved by Joie Cadle, Seconded by Ruth Heckman, and carried unanimously to accept the audit report.*

Auditor will be present at the February meeting to discuss component audits.

Copies of the FSMA 990 was distributed to board members. After the report has been filed it will be posted on the website

### **Executive Director’s Report – Kathleen D. Sanz**

The following reports were presented:

1. Membership Report that included both paid and non-paid schools by County
2. Legislation – opening date of the legislative session begins on March 5, 2013. FSMA executive committee along with FMEA and FSMA were invited to participate in the legislative discussion with the Capitol Hill group held on October 8, 2012 in Tampa. Additional information will be forthcoming.
3. The Cohort Study was briefly discussed. The study is posted on the Center for Fine Arts website at [www.cfaefl.org](http://www.cfaefl.org).
4. Student forms that would be used by FSMA similar to FHSAA were discussed. A committee will work on the forms and bring to the February meeting for discussion.
5. Monitoring Report was distributed– any comments should be sent to President Cool
6. FSMA Office – Executive Director Sanz provided an update on office staff, technology and Partnerships. She explained the function and operations of the staff, Center for Fine Arts Education and partnerships through a Power-point presentation.

There was discussion to disperse with the use of hard copies and notebooks for future meetings. There will be no notebooks at future meetings. All information will be online.

## **Component Reports:**

Florida Bandmasters' Association Report – Linda Mann

Written Report – See attachment

Florida Orchestra Association Report – Nancy Beebe

Written Report – See attachment

Florida Vocal Association Report – Mark Scott

Written Report – See attachment

**Break was held from 10:20 am – 10:35 am**

## **Committee Reports**

Appeals – nine (9) schools were granted and President Cool explained the rationale for acceptance. *It was moved by Ken Williams, Seconded by Carol Cook and carried unanimously to approve.*

Rules and Regulations – Ken Williams presented a revised draft of the Rules and Regulations that were reviewed extensively by a committee. Section 5 was reviewed by a separate subcommittee. Section 5.1b, 5.3 *It was moved by Monty Musgrave, Seconded by Nancy Beebe and carried unanimously to approve.*

Conflict of Interest forms were distributed for board member's signatures.

Record Retention Policy and Schedule was distributed and discussed. *It was moved by Jayne Ellspermann, Seconded by Carol cook and carried unanimously to approve.*

## **Lunch Recess 11:50-12:30**

Forms were discussed including:

Prior participation for physical evaluation

Consent and Release from Liability Certificate

Consent and Release from Liability for Heat-related illness

(Further discussion took place during new business)

Policies for Governance Revisions – Joie Cadle

Review of this document was done and a clean copy will be sent to the board for distribution.

Calendar Committee: Beth Cummings

Calendar committee did not meet, but checking with FHSAA to discuss dates for spring events.

Suspension of Roberts Rules of Order

OPEN DISCUSSION

Beth Cummings discussed RTTT and teacher evaluation implications. MPA is being used as part of the teacher evaluation in some districts.

Old Business: Unfinished Business

Student Fees of \$.10 was discussed. Ken Williams and Beth Cummings were charged with reviewing the financials of the student fees.

Models and Tools – still needs to be updated for distribution.

#### New Business

Credit/Debit Card Policy for components. *It was moved by Ruth Heckman, Seconded by Carol Cook for components to develop and adopt a credit/debit card policy. It was carried unanimously.*

Student Forms: Motion: *It was moved by Ken Williams, Seconded by Beth Cummings to establish a committee to develop student forms for use by FSMA. It was carried unanimously.*

Out of Country Students: Discussion took place on students who are in Cuba can they participate in MPA. Additional information will need to be collected particularly on DOD schools.

#### Rules and Regulations – Section 5

5.1.b add two adjudicators for 2013-2014 year

5.3b liability documentation

*It was moved by Carol Cook, Seconded by Jayne Ellspermann and carried unanimously to approve the change.*

By-laws – Article III – Discussion took place about using assistant/associate superintendents in lieu of Superintendents. The ideal is to continue to have superintendents serve on the board.

Motion: to eliminate the \$.10 per participant assessment the component organizations pay to the Florida School Music Association yearly. *It was moved by Linda Mann, Seconded by Carol Cook. Motion failed to pass 10 nays, 1 abstention*

Board deferred to the Finance Committee to review the \$.10 per participant assessment the organizations pay FSMA. The charge is for the committee to research, rename, designate the funds and bring back to the board in February. *Motion moved by Joie Cadle, Seconded by Carol Cook and carried unanimously to bring back to the February meeting.*

#### Future Dates:

FMEA Clinic-Conference January 9-12, 2013

February 24-25, 2013 in Tampa

#### Good of the order

*Motion by Jayne Ellspermann, Seconded by Linda Mann and carried unanimously to adjourn the meeting.*

**Florida Bandmasters Association  
Report to the Florida School Music Association Board of Directors  
October 23, 2012**



1. Finances:

- a. The treasurer's report was accepted as presented on July 8, 2012 by FBA membership.

FBA Operating Account	\$54,739.42
FBA Commission Acct. MM	\$21,030.35
FBA Transfer Acct. MM	\$48,597.26
FBA Emergency Fund CD	\$87,967.07
FBA Severance Account CD	\$31,325.95
FBA Hall of Fame CD	\$21,651.07
FBA Reserve Acct. Investment	\$111,662.21
- b. The FBA reviewed and approved (May 2012) an increase in district adjudicator honorarium effective 2012-2013. The rate will now be \$25 per hour except Marching MPA which will be \$200 for up to the first 8 hours of actual adjudication time and \$25 per hour or fraction thereof for each addition hour after.
- c. The FBA reviewed and approved (July 2012) the Finance Committee's recommendation to increase state adjudicator honorarium to \$275 per day.

2. Adjudication:

- a. FBA Adjudicator Certification, Recertification, and Auxiliary Training seminars took place in July 2012 at the FBA Summer Convention.

3. All State Auditions:

- a. This September FBA went completely digital in their All State audition process
- b. The FBA expresses its gratitude to Josh Bula for his help at Summer Convention with demonstrating and assisting the district chairs in this smooth transition.

4. Music Performance Assessment:

- a. Each of the FBA's 21 District's annually conduct Music Performance Assessment for Marching Band, Concert Band, Jazz Ensemble, and Solo & Ensembles using certified adjudicators. The FBA expresses its gratitude to Josh Bula for his continued support and expertise as administrator of the MPA online program.
- b. The 2012 FBA State Jazz Ensemble Music Performance Assessments were held in March/April in Gainesville, Orlando, Ft. Lauderdale. 74 Jazz Ensembles were evaluated at this assessment concurrent with the FBA State Solo & Ensemble MPA.
- c. FBA 2012 State Concert Band Music Performance Assessment was held May 3-5 in Tallahassee, Tampa, Vero Beach, and Boca Raton with a total of 130 bands being evaluated. This is up 47 from 2011.

5. Classification:

- a. As a result of several motions from the districts concerning enrollment and the current classification system, the FBA has formed a special committee to review and study the system. An initial report was made to the board in July and further study is being done to be reported back in December.

Respectfully Submitted,

*Linda L. Mann, FBA President-Elect,  
FBA Representative to the FSMA Board*

FSMA BOARD MEETING  
FLORIDA ORCHESTRA ASSOCIATION  
October 22, 2012

**FALL CONFERENCE**

Our Fall Conference was held at the Hilton Orlando, on October 18 & 19, 2012. Dr. Anthony Hose was our keynote speaker. In addition, Brian Balmages and Dr. Alex Jimenez presented some sessions. The membership will be voting to accept our updated handbook and bylaws at our general meeting. All-State adjudication took place on Saturday, October 20.

We had a board meeting on August 3, 2012 in Tampa. New District Chair Training took place from Aug. 1-4 at the Airport Hilton.

**DISTRICT MUSIC PERFORMANCE ASSESSMENTS**

Each district has been assigned three certified adjudicators for their MPA.

District 2/3	February 12	Middle School & High School
District 6/17	March 2	District 6
	March 8	District 17
District 7	February 27-1	Middle School
District 7	March 6-8	High School
District 8	March 1-2	Middle School
District 8	March 15-16	High School
District 9	March 14-15	Middle School & High School
District 10	March 7-9	Middle School & High School
District 11	February 22-23	High School
District 11	April 13	Middle School
District 12	Feb. 23	Middle School & High School
District 13/14	March 2	Middle School & High School
District 15	Feb. 28	Middle School & High School
District 16	Feb. 28-March 1	Middle School & High School
District 18	March 22-23	Middle School & High School

State Concert MPA: April 22-23-24, Branscomb Auditorium at Florida Southern College

Reserves: \$55,000

Respectfully Submitted,

Nancy Beebe, President-Elect

FVA Report FSMA  
October 22, 2012

Summer Convention:

The 38<sup>th</sup> Annual FVA Summer Convention was held on July 27-28, 2012 at the Orlando North Hilton in Altamonte Springs. Sessions were conducted by Dr. Z Randall Stroope, Oklahoma State University, Dr. Trent Brown, Florida Gulf Coast University, and Dr. Andre Thomas, Florida State University, and Lesley Mann, doctoral student, Florida State University. The 3<sup>rd</sup> Annual Hall of Fame and Roll of Distinction Induction Ceremony were also held. The 2012 Roll of Distinction Honorees were R. Wayne Bailey, Jim Copeland, and Barbara J. Smith. Hall of Fame Honorees were Earl F. Little and A. Byron Smith.

Adjudicator Training:

June 14, 2012 Polk County

July 25, 2012 Altamonte Springs

Preparations are well under way for the 2013 Florida All State Choruses. This will be the second year of the new all state audition procedures. The conductors for 2013 are:

High School Concert Choir	Dr. Andre Thomas	Florida State University
High School Reading Choir	Dr. Z. Randall Stroope	Oklahoma State University
High School Men's Choir	Michael Dye	Niceville High School
High School Women's Choir	Mitos Andaya	Temple University
Middle School Treble Choir	Elena Sharkova	San Jose Symphony Silicon Valley Chorale
Middle School Mixed Choir	Trey Jacobs	Turtle Creek Choir

A new format for state mpa's is being piloted for 2013. Solo and ensemble is being separated from choral mpa. There will be 3 sites; all performances will be given a clinic. Choruses will leave the stage and go to another area for a 20 minute clinic with an adjudicator. Outstanding solos and ensembles will be recognized and given an opportunity to perform on an Honors Recital. Dates and sites for state mpa are:

Solo/Ensemble

North	March 18-20, 2013	Jacksonville University
Central	March 21-23, 2013	Seminole State College
South	March 25-27, 2013	Boynton Beach High School

Choral

Southwest/Central	April 25-27, 2013	Florida Southern Lakeland
Southeast	April 29-30, 2013	American Heritage School Ft. Lauderdale
North	May 2-4, 2013	Bradfordville Baptist Church, Tallahassee

Respectfully Submitted,

J. Mark Scott

Executive Director

Florida Vocal Association