

**Board of Directors  
Florida School Music Association  
October 19-20, 2014  
Florida Mall Hotel & Conference Center Hotel  
Orlando, Florida**

**October 19, 2014**

**FSMA Board Workshop**

**Board Members Present**

Dr. Ken Williams – President  
Jayne Ellspermann – President-elect  
Mark Scott – Executive Committee Representative  
Jason Duckett – Florida Bandmasters’ Association  
Neil Jenkins – Florida Bandmasters’ Association  
Valerie Terry – Florida Orchestra Association  
Donald Langland – Florida Orchestra Association  
Cynthia Johnson – Florida Music Supervision Association  
Joie Cadle – Florida Association of School Boards  
Doug Brown – Florida Association of District School Superintendents  
Ian Schwindt – Florida Music Educators’ Association

**Board Members Not Present**

Laurie Gaylord – Florida Association of District School Superintendents  
Tim Cool – Past President  
Sheryl Singletary – Florida Parent Educators Association & Home Education Foundation, Inc.  
Michael Dye – Florida Vocal Association  
Carol Cook - Florida Association of School Boards  
Billy May – Florida Association of School Administrators

**Guest Present**

Joe Flanagan – Florida Association of District School Superintendents (represented Laurie Gaylord)

**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

The workshop began at 4:15pm by President Ken Williams. The workshop agenda was outlined by President Ken Williams. The following items were discussed:

- Mission Statement and Goals  
The board worked in small groups to look at each of the goals and develop the strategies to meet the goals. Group discussions were done and ideas were shared among the groups.

The group sheets with the strategies were compiled and timelines will be assigned to each of the items for further discussion.

The workshop concluded at 5:45pm

**October 20, 2014**

**FSMA Board Meeting**

**Board Members Present**

Dr. Ken Williams – President  
Jayne Ellspermann – President-elect  
Mark Scott – Executive Committee Representative  
Jason Duckett – Florida Bandmasters’ Association  
Neil Jenkins – Florida Bandmasters’ Association  
Valerie Terry – Florida Orchestra Association  
Donald Langland – Florida Orchestra Association  
Cynthia Johnson – Florida Music Supervision Association  
Doug Brown – Florida Association of District School Superintendents  
Dr. Craig Collins – Florida Association of School Administrators  
Ian Schwindt – Florida Music Educators’ Association

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Billy May – Florida Association of School Administrators  
Joie Cadle – Florida Association of School Boards

**Guest Present**

Joe Flanagan – Florida Association of District School Superintendents (represented Laurie Gaylord)  
Kevin Warren – James Moore & Associates

**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 Williams called the meeting to order at 8:35 am Monday, October 20, 2014.
- Introductions were conducted by individual board members
- President Williams recognized and congratulated Jayne Ellspermann as the National Principal of the year.

**FSMA Vision and Purpose**

- The membership of the Florida School Music Association believes that music allows us to celebrate and preserve our national and historical heritages, and also to explore the realms of expression, imagination, and creation resulting in new knowledge. Therefore, every individual should be guaranteed the opportunity to learn and share in music experience.
- As its guiding principle, the FSMA further believes that music holds a unique place in human existence and touches our lives in ways that no other experience can.

- We believe that because of its special qualities, music is clearly justified in assuming a prominent role in the school curriculum, both as an academic and an artistic discipline, yet the study and learning of music is enhanced by student participation in various activities and experiences that take place outside, or as an extension of the normal school day.
- The FSMA provides opportunities for realistic and constructive program evaluation through the sponsorship of solo-ensemble and large group music performance assessments.

### **FSMA Mission**

The Mission of the Florida School Music Association is to provide leadership, advocacy, and services for school music programs in support of quality music education experiences for students.

### **FSMA Financials**

Component Audits – Kevin Warren from James Moore and Associates presented the audits.

A detailed explanation of the audits was given on the component audits.

Florida Bandmasters' Association

Florida Orchestra Association

Florida Vocal Association

FSMA Audit was presented and explained in detail.

### **Motion to accept Mark Scott for Florida Vocal Association and Joe Flanagan for Florida Association of District School Superintendent as voting members.**

*It was moved by Cynthia Johnson, Seconded by Valerie Terry, and carried unanimously to accept Mark Scott and Joe Flanagan as voting members.*

### **Motion to accept the FSMA Audit**

*It moved by Valerie Terry, Seconded by Doug Brown and carried unanimously to accept the audits as presented.*

### **Review and Adoption of Interim Action**

#### **Review and acceptance of the Agenda**

*It was moved by Mark Scott, Seconded by Valerie Terry and carried unanimously to accept the Agenda.*

#### **Approval of Interim Action**

##### Minutes of March 9-10, 2014

*It was moved by Valerie Terry, Seconded by Cynthia Johnson, and carried unanimously to approve the minutes with corrections.*

### **Financial Report**

Richard Brown, FSMA Business Manager presented the financial reports including:

Florida School Music Association 2014-15 Cash Flow Budget

- *It was moved by Cynthia Johnson, Seconded by Joe Flanagan, and carried unanimously to approve the 2014-15 budget.*

Florida School Music Association Balance Sheet as of September 30

- *It was moved by Mark Scott, Seconded by Valerie Terry, and carried unanimously to accept the financials.*

*It was moved by Joe Flanagan, Seconded by Jason Duckett, and carried unanimously to change account 39011 from Models and Tools to Committees.*

*It was moved by the Finance Committee, Seconded by Craig Collins, and carried unanimously to move \$5,000 to Reserves and \$2,747 to the newly named Committees category.*

**Bylaws**

**Article VI – Officers**

Section 1. Officers

Change the number of officers from “two” to “three” and removing the word “or” from before President-elect

Section 3. Election of Officers

Strike the words “of odd numbered years”

Section 4. Term of Officers

Change the term of the President from “two” years to “one” year

*It was moved by the Executive Committee, Seconded by Doug Brown, and carried unanimously to accept the changes to Article VI of the Bylaws. A second reading is required.*

**Break was held from 9:50 am – 10:10 am**

**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 (county invoices are sent out in April to the principal, June to the bookkeeper, and September 1 to music department heads)
2. FMEA Conference – 9,000 – 10,000 attendees. Major economic impact
3. Participation of music educators for professional development
  - a. Strategies for principals and superintendents
4. Summer Institute for FMEA nominations- Board members were asked to submit names to participate
5. Professional Development

- a. Recertification – program The Florida Music Educators Association is in the process of developing a training model to meet the recertification for Exceptional Student Education. The pilot will begin in January, 2015
- b. Leadership training was briefly discussed to work toward providing component district chairs leadership training.
6. Division of Cultural Affairs (DCA) grants
  - a. Letters of Support
  - b. Focus on objectives and requests - discussion
7. Legislation/Advocacy
  - a. Capitol Hill Group meeting will be held on November 19, 2014 in Tampa
  - b. Legislative Platform will developed and disseminated to members
  - c. Legislative Assignments are currently being developed and will be reported.
  - d. Arts week in the Districts – this will take place during the last week of February, 2015.
8. Bill Implication
  - a. SB 850 – Status report on school arts programs should be posted on the FDOE website by June, 2015. Arts associations will need to work together to analyze and disseminate information to advocate for the students of Florida.
  - b. Finance Course – is an additional requirement that reduces the number of electives available for students.
9. Overview of CFAE
  - Dr. Sanz gave an overview of the staff that works at the CFAE office. She stated that Kathryn Hurlston will be hired effective November 3 as the Marketing and Public Relations Assistant, replacing the recently resigned staff member, William Sahely
10. Partnerships/Alliances
  - a. Florida Association of School Administrators (FASA)
  - b. Florida Association of District School Superintendents (FADSS)
  - c. Florida Association of Elementary and Middle School Principals (FAEMSP)
  - d. Florida Association of Secondary School Principals (FASSP)
  - e. Florida Department of Education (FLDOE)
  - f. Florida School Board Association (FSBA)
  - g. Florida Art Education Association (FAEA)
  - h. Florida Association for Theatre Education (FATE)
  - i. Florida Alliance for Arts Education (FAAE)
  - j. Florida Network of Arts Administrators (FNAA)

### **Component Reports:**

Florida Bandmasters' Association Report – Jason Duckett

Written Report – See attachment

Florida Orchestra Association Report – Valerie Terry

Written Report – See attachment

Florida Vocal Association Report – Mark Scott

Written Report – See attachment

### **Committee Reports:**

1. Appeals Committee
  - a. There were several schools that paid school memberships after the September 15 deadline and the rationale for acceptance included no funds at beginning of school year, reinstated program, new director, or bookkeeper/principal error.
  - b. A request to generate a report that shows when the school last paid their FSMA membership was made.
2. Policy Committee – will discuss under New Business
3. Calendar Committee – dates will be reviewed for 2016
4. Department of Education Report – no report provided

*Robert's Rule of Order was suspended.*

### **OPEN DISCUSSION**

Open discussion was held.

### **Lunch Recess 11:37 am - 12:15 pm**

*Robert's Rules of Order was reinstated.*

### **Unfinished Business**

- Models and Tools – Executive Director Sanz stated that the National Association for Music Education is currently updating their *Opportunity to Learn Standards* therefore it was recommended that FSMA wait for the update.
- Goals – update to be further developed with timelines and distributed.

### **New Business**

- a. Student Eligibility – clarify the requirements for students to participant in MPAs. A committee was formed to review the requirements. Committee members are Sheryl Singletary, Valerie Terry (chair), Neil Jenkins, and Joe Flanagan. Dr. Williams asked staff to put together the statute requirements.
- b. Heat Related Stress and Infectious Disease – Committee was formed to review this. Question: Whether or not a physical is required. Committee members: Jason Duckett (chair), Joie Cadle, a superintendent or principal should be on this committee.
- c. Review the FSMA Bylaws to see if there are any updates that need to be made. Committee: Cynthia Johnson and Kathy Sanz were assigned. Cynthia Johnson will chair the committee and will select additional members to serve. Committee members do not have to be current board members.

*Moved by Jason Duckett, Seconded by Ian Schwindt to change the word "adjudicator" to "evaluator".*

*Moved by Craig Collins, Seconded by Cynthia Johnson to send the motion to change the word "adjudicator" to "evaluator" to Committee. The Committee members are: Jason*

*Duckett (chair), and others will be named assuring that each component will be represented.*

**Future Dates:**

- Music Performance Assessments
- Committee Dates for Action Items
- FMEA Clinic Conference January 14-17, 2015 at the Tampa Convention Center
- FSMA Board Meeting, March 1-2, 2015, Rosen Plaza

**Good of the Order**

*President Kenneth Williams entertained a motion to adjourn the meeting, it was seconded by Cynthia Johnson.*

**Meeting adjourned at 12:55 pm**