

Florida School Music Association Board of Directors Meeting
March 8-9, 2020
Renaissance @ SeaWorld Hotel
6677 Sea Harbor Drive
Orlando, FL 32821

March 8, 2020

FSMA Board Workshop Notes

Board Members Present

Valerie Terry – President-elect
Don Langland – Florida Orchestra Association
Jane Goodwin – Florida School Boards Association
Vicky Evelo – Florida Parent Educators Association
Ian Schwindt – Florida Bandmasters Association
Mark Scott – Florida Vocal Association
Neil Jenkins – Florida Bandmasters Association
Carol Griffin – Florida Orchestra Association
Jeannine Stemmer – Florida Vocal Association
Joe Flanagan – Member-at-Large
Russell Hughes – Florida Association of District School Superintendents

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, Director of Finance and Client Relations
Dr. Josh Bula – Florida School Music Association, Technology Director

The workshop began at 4:00pm.

- Introductions were made by individual board members.

FSMA Financials Workshop - Richard Brown, Director of Finance

The Balance Sheet and Budget vs. Actual for review by the Board.

The board was divided into groups to discuss the following topics:

- Home School Education Cooperative forms
- Rules and Regulations
- Memorandum of Understanding
 - What is the purpose of an MOU?
 - Why should FSMA have an MOU with components?
 - When should components have the MOU be reviewed?

The workshop concluded at 6:00 PM.

March 9, 2020

FSMA Board Meeting Minutes

Board Members Present

Dr. Craig Collins – President (via teleconference)
Valerie Terry – President-elect
Don Langland – Florida Orchestra Association
Jane Goodwin – Florida School Boards Association
Vicky Evelo – Florida Parent Educators Association
Beth McCall – Florida School Boards Association
Mark Scott – Florida Vocal Association
Neil Jenkins – Florida Bandmasters Association
Carol Griffin – Florida Orchestra Association
Jeannine Stemmer – Florida Vocal Association
Joe Flanagan – Member-at-Large
Russell Hughes – Florida Association of District School Superintendents

Staff Members Present

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Richard Brown - Florida School Music Association, Director of Finance and Client Relations
Dr. Josh Bula – Florida School Music Association, Technology Director

I. Call to Order

President-elect Terry called the meeting to order at 8:33 am on Monday, March 9, 2020.

II. Welcome, Announcements

Introductions were made by individual board members.
Mrs. Terry thanked everyone for their time to serve on the board.

III. Voting Members (Motion to Accept)

Motion: *It was moved by Jane Goodwin, Seconded by Joe Flanagan, and carried unanimously to accept Neil Jenkins as a voting member for the Florida Bandmasters' Association in the absence of Ian Schwindt.*

Approved

IV. Approval of Interim Actions Minutes

Motion: *It was moved by Jane Goodwin, Seconded by Neil Jenkins, and carried unanimously to accept the minutes of October 19, 2019.*

Approved

V. Review and acceptance of the Agenda with flexibility

Motion: *It was moved by Beth McCall, Seconded by Russell Hughes, and carried unanimously to accept the Agenda with flexibility.*

Approved

VI. FSMA Financial Reports

The FSMA financials, including balance sheet, budget vs. actual, and 2020 Budget in Concept were presented to the board. Board members reviewed the presented documents and asked questions as appropriate. All questions were answered during the meeting.

Motion: *It was moved by Neil Jenkins, Seconded by Joe Flanagan, and carried unanimously to accept the FSMA Balance Sheet*

Approved

Motion: *It was moved by Neil Jenkins, Seconded by Joe Flanagan, and carried unanimously to accept the Cash Flow*

Approved

Motion: *It was moved by Carol Griffin, Seconded by Chundra Evens, and carried unanimously to approve the 2020-2021 Budget in concept.*

Approved

Component Audits

2020-2022 FSMA Audit Engagement

James Moore and Company proposed a three-year engagement for the component audits at the current fee with an optional fourth and fifth year at a cost of living increase. This engagement would begin in 2020 for the 2019-2020 audits.

Motion: *It was moved by Vicky Evelo, Seconded by Carol Griffin, and carried unanimously to accept the audit engagement letter for 2020-2022 proposed to FSMA.*

Approved

VII. Component Reports:

- a. Florida Bandmasters Association Report – Neil Jenkins
Written Report – See attachment
- b. Florida Orchestra Association Report – Carol Griffin
Written Report – See attachment
- c. Florida Vocal Association Report – Jeannine Stemmer
Written Report – See attachment

- VIII. Additional Reports:
 - a. Florida Music Supervision Association
 - b. Florida Music Education Association
 - c. Florida Department of Education

- IX. Executive Director's Update – Kathleen D. Sanz
 - a. Membership
 - b. Paid and Unpaid Reports
 - i. Schools Paid
 - ii. Schools Not Paid to date
 - c. Center for Fine Arts Education Staff names were shared.
 - d. State Standards & Crosswalk with National Standards
 - e. FMEA Conference
 - i. Participation of music educators for professional development
 - ii. Strategies for principals and superintendents to assist with member participation
 - f. Professional Development
 - a. Adjudication Training
 - b. Chair Training
 - g. Division of Cultural Affairs (DCA) Grant – The status of the grant was discussed for the 2019-2020 and the 2020-2021 panel results.
 - h. Title IV Part A
Executive Director, Sanz discussed the Title IV Part A funds and use by school districts and individual schools.
 - a. Monies to spend in 3 areas if allocation is over \$30,000
 - b. Well-rounded Education Minimum 20%
 - c. Safe Schools Minimum 20%
 - d. Technology Maximum 15%
 - i. Advocacy/Legislation Updates Committee
 - a. Advocacy CFAE Group – Meeting was held December 2019
 - b. Legislative Assignments
 - j. Florida NAFME Collegiate Advocacy Summit was held February 11, 2020 and included students from several Universities throughout the state.

Break held from 9:30am – 9:45am

X. **Committee Reports/Updates:**

- a. Appeals Committee – No appeals at this time
- b. Policy Committee

Medical Forms:

Physical Form for Marching Band

Motion: *It was moved by Beth McCall, Seconded by Joe Flanagan, and carried unanimously to accept the form with the changes pending review of the attorney for FSMA.*

Approved

Concussion Form

Motion: *It was moved by the Committee, Seconded by Jane Goodwin, and carried unanimously to accept the form with the changes pending review of the attorney for FSMA.*

Approved

Heat Form

Motion: *It was moved by the Committee, Seconded by Jane Goodwin, and carried unanimously to accept the form with the changes pending review of the attorney for FSMA.*

Approved

Recommendation: *Forms to be sent to each district to be given to their school boards and superintendents and allow them to mandate.*

- c. Constitution/Bylaws
 - 1. Rules and Regulations - The Rules and Regulations were reviewed during the Sunday meeting with recommended changes approved for implementation.
- d. Home Education Cooperative forms
 - 1. **Registration Form for Home Education Student**
Motion: *It was moved by Joe Flanagan, Seconded by Vicky Evelo, and carried unanimously to accept changes to Section A and B.*
Approved
 - 2. **Motion:** *It was moved by Vicky Evelo, Seconded by Joe Flanagan, and carried unanimously to remove the notary requirements in Section C.*
Approved
 - 3. **Application for Home School Music Cooperative**
Motion: *It was moved by the Home Education Committee, Seconded by Neil Jenkins, and carried unanimously to accept the proposed changes.*

Approved

4. Notice of Transfer/Change of School

***Motion:** It was moved by Vicky Evelo, Seconded by Jeannine Stemmer, and carried unanimously to accept the form with changes for homeschoolers.*

Approved

5. *Motion:* It was moved by Neil Jenkins, Seconded by Chundra Evens, and carried unanimously to have the Board direct staff to work with the component associations to implement.

Approved

- e. Student Eligibility Committee
- f. Eligibility
- g. Academic Eligibility Contract – Board members were reminded that this only pertains to the Florida Music Education Association for All-State Participation

Break held from 10:48am – 10:58am

Committee Reports/Updates continued:

- h. Adjudication Committee – will meet, in conjunction with the Florida Music Education Association Board meeting, in May.
- i. Best Practices (Models and Tools) – No updates
- j. Curriculum – No updates
- k. Professional Development – Summer Leadership Conference was discussed and additional information will be forthcoming. The components were asked to submit names for possible attendees.
- l. Calendar Committee – Calendar was discussed between the Components and will be posted.

***Motion:** It was moved by Joe Flanagan, Seconded by Neil Jenkins, and carried unanimously to suspend Robert's Rules of Order.*

Approved

OPEN DISCUSSION

Open discussion was held.

Lunch Recess 12:05pm – 1:15pm

Motion: *It was moved by Joe Flanagan, Seconded by Jane Goodwin, and carried unanimously to reinstate Robert's Rules of Order.*

Approved

XI. Unfinished Business - none

XII. New Business

a. National Federation of High Schools – Executive Director, Sanz discussed the relationship with the NFHS and Copyright training that is online to be offered to members.

b. Memorandum of Understanding was discussed with recommendation to include Directors and Officers Insurance.

c. Marching Band

Motion: *It was moved by the Neil Jenkins, Seconded by Joe Flanagan, and carried unanimously to form a committee to research the establishment of Marching Band rules covering out of school rehearsal times and the starting date for Marching Band rehearsals. The committee will report back in October 2020. The Committee: Neil Jenkins, Joe Flanagan, and Carol Griffin.*

Approved

d. **Motion:** *It was moved by Jane Goodwin, Seconded by Neil Jenkins, and carried unanimously to have the Board direct staff to investigate the process to trademark the Music Performance Assessments (MPAs).*

Approved

e. **Motion:** *It was moved by Jeannine Stemmer, Seconded by Beth McCall, and carried unanimously that District Concert MPA events without three component board approved adjudicators are not sanctioned by FSMA and will not be eligible for State Concert MPA.*

Approved

Good of the Order

1. FSMA Leadership Training, July 20-22, 2020
Renaissance Orlando at SeaWorld®
6677 Sea Harbor Drive, Orlando, FL, 32821
2. FSMA Fall Meeting, October 18-19, 2020
Renaissance Orlando at SeaWorld®
6677 Sea Harbor Drive, Orlando, FL, 32821

3. FMEA Professional Development Conference
 - a. January 13-16, 2021 Tampa Convention Center

Future Dates

State Music Performance Assessments

FOA

- a. State Solo & Ensemble MPA: April 4 @ Strawberry Crest HS
- b. State Concert MPA: April 14, 15, 16 @ Blake High School, Tampa

FVA

- a. North Solo/Ensemble March 20-21, 2020 Jacksonville University
- b. Central Solo/Ensemble March 26-28, 2020 Seminole State College, Sanford
- c. South Solo/Ensemble April 2-4, 2020 Palm Beach Atlantic University
- d. North Concert April 13-14, 2020 Faith Presbyterian Church Tallahassee
- e. South Concert April 15-17, 2020 American Heritage School, Plantation
- f. Central Concert April 20-24, 2020 First Presbyterian Church, Lakeland

FBA – State Concert

North/West Site:

- a. April 28-29, 2020
Mattie Kelly Fine Arts Center, Niceville
Districts: 1, 2, 3 (optional to all others by request)

North Site:

- b. April 27-29, 2020
University of Florida Phillips Center, Gainesville
Districts: TBA

Central Site:

- c. April 27-29, 2020
Riverview High School, Sarasota
Districts: TBA

South Site:

- d. April 29-May 1, 2020
FIU Werthiem Performing Arts Center, Miami
Districts: TBA

FBA – State Solo & Ensemble and Jazz

Central State S&E/Jazz/Auxiliary

- e. Freedom High School, Orlando
March 19-21, 2020
Districts: TBA

North State S&E/Jazz/Auxiliary

- f. Buchholz High School, Gainesville
March 23-24, 2020
Districts: TBA

South State S&E/Jazz/Auxiliary

- g. Cooper City High School, Broward County
March 26-28, 2020
Districts: TBA

North/West State S&E/Jazz/Auxiliary

- h. Rutherford High School, Panama City (Springfield)
April 4, 2020
Districts: TBA

Collier County State Auxiliary

- i. Site: TBA
Date: TBA

Motion: *It was moved by Joe Flanagan, Seconded by Russell Hughes, and carried unanimously to adjourn the meeting.*

Approved

Meeting adjourned at 1:35 AM