

**Virginia Association of Federal Education Program Administrators  
Board of Directors' Meeting  
June 9, 2016**

Gail Jones, President  
Linda Rector Past President/Retired

Ernestine Scott, President Elect  
Carl McDaniel, Treasurer

Valdivia Hall, Secretary

Raye Rector, Region 1  
Val Gooss, Region 1  
Carolyn Taylor, Region 2  
Laura Burton, Region 2  
Lori Harper, Region 3  
Deborah Siekirski, Region 3

Kathi Sheffel, Region 4  
Megan Moore, Region 4  
Marymargaret Cardwell, Region 5  
Sandra McKenzie, Region 5  
Diane Washenberger, Region 6  
Malora Horn, Region 6  
Wilbert Ware, Retired

Jennifer Hurt, Region 7  
Linda Dalton, Region 7  
Pamela Eakes, Region 8  
Chip Jones, Region 8  
Pat Popp, VDOE  
Gabie Frazier, VDOE

**In Attendance:** Gail Jones, Valdivia Hall, Val Gooss, Ernestine Scott, Wilbert Ware, Carolyn Taylor, Diane Washenberger, Deborah Siekirski, Chip Jones, Raye Rector, Gabie Frazier, and Kathi Sheffel.

The meeting was called to order at 10:30 a.m. by the President, who presented the agenda. Since a quorum was not met, no action was taken.

**Minutes – Valdivia Hall**

The minutes from the May 13, 2016 Board of Directors' Meeting were disseminated. Since a quorum was not met, no action was taken.

**President's Report – Gail Jones**

- The president introduced new VAFEPA board member, Lori Harper who will represent Region 3. The president reported we have a proposal from Stonewall Jackson in Staunton, Virginia for a possible location for conference 2017-2018 and 2018-2019.

**Treasurer's Report – Carl McDaniel**

The president shared the Treasurer's report reflecting expenditures as of May 13, 2016.

MAY BALANCES 2016		JUNE BALANCES 2016	
2016 Checking Balance	\$ 4,704.12	2016 Checking Balance	\$ 4,656.72
2016 Money Market Balance	\$ 17,605.60	2016 Money Market Balance	\$ 17,609.26
2016 Business Primary Balance	\$ 50.00	2016 Business Primary Balance	\$ 50.00
<b>GRAND TOTAL:</b>	<b>\$ 22,359.72</b>	<b>GRAND TOTAL:</b>	<b>\$ 22,315.98</b>

Since a quorum was not met, no action was taken.

**Committee Reports**

**Awards & Bylaws – Jennifer Hurt**

No report

Gabie Frazier advised the board she will contact Jennifer Hurt regarding the George Irby Award recipients.

**Conference 2016 – Ernestine Scott**

The VAFEPA planning committee met via conference call on May 26, to discuss several conference items. Terry provided highlights from the May Board meeting. (See attached minutes)

The following items were discussed:

- **Registration:** The registration forms were updated and Terry Talbott has made those available online. She will use the email list from the fall conference to send the registration directly to those that registered last year and to board members to distribute in their districts.
- **Speakers/Workshop Presenters:** While we had excellent speakers/presenters last year, the cost was high so this year we need to focus on local, regional and state level talent. We will recruit from within the state this year.
- **Call for Proposals:** A Call for Proposals was sent for the fall conference. The Call for Proposals was sent to ESL contacts, Title I coordinators, and VAFEPA Board members. The deadline to return the proposal is June 24. The proposals will be reviewed and selections made on July 6, by conference call (10:00-11:30). Proposals will be sent to committee members ahead of time along with a rating sheet.
- **ESSA Presentation:** The committee suggested that we change Leigh Manasevit's presentation to Monday afternoon to accommodate VDOE presenters on Wednesday. This has been confirmed with Leigh and he is available to present on Monday afternoon making it possible to schedule VDOE on Wednesday.
- **Bags:** It was decided that we would order the same bags we had last year. Ernestine Scott will order 175 bags.
- **Retirees:** Gabie Frazier suggested that we send the letter under the VAFEPA president's signature requesting the names of retirees and have responses sent to Gabie Frazier.
- **Program Suggestions:**
  - Include a session on Homeless Liaisons that focuses on the ESSA reauthorization and impact on McKinney-Vento.
  - Review the date of the conference to ensure it does not conflict with the three-day state holiday weekend, so our VDOE representatives can attend on the first day. Consider moving the first day to Tuesday instead of Monday, even if we have to reduce the conference to two days. The holiday may have also impacted our registration numbers in other parts of the state.
  - Keep the cost low and try to get as many no cost speakers and presenters as possible since we spent so much on speakers last year.
- **Hotel Accommodations:** The conference will return to Richmond at the Hilton Short Pump. We are looking at providing more communication to potential conference attendees about the timeline for making room reservations to avoid losing out on the conference room rates and before the cut-off date for reserving the blocked rooms.
- **Program:** Gail Jones has person in her office that will help with the program for the conference. She has already started to work on the program.
- **Conference Committee Conference Call:** Ernestine Scott will arrange for a conference call in July to tie up loose ends on the planning for the conference.

## **Nominating Committee - Linda Rector**

Gabie Frazier reported the slate of officers as follows:

President - Ernestine Scott

President Elect - TBD

Secretary - Valdivia Hall

Treasurer - Carl McDaniel

## **2017 VAFEPA Conference Location**

Carolyn Taylor reported the Hilton in Williamsburg will be sending a proposal this week for the 2017-2018 VAFEPA conference. Marymargaret Cardwell has forwarded materials from Stonewall Jackson Hotel.

## **VDOE Report – Gabie Frazier**

### **General Updates**

- The Every Student Success Act (ESSA) reauthorizing *The No Child left Behind Act* is being reviewed and discussed. Guidance will be provided to the LEAs as soon as possible. Please refer to Supt's Memo #080-16, dated April 1, 2016 regarding 2016-2017 Federal Accountability Determinations: Priority Schools, Focus Schools, and Other Title I Schools In Improvement, and Supt's Memo #076-16 dated April 1, 2016 regarding Highly Qualified Teachers and Paraprofessionals: Transition from the *No Child Left Behind act of 2011* (NCLB) to the *Every Student Succeeds Act of 2015* (ESSA).
- The Federal Program Coordinators' Conference will be held at the Double Tree by Hilton in Williamsburg, Virginia beginning on Wednesday, August 3, 2016, with an 8 a.m. opening session and concluding at noon on Thursday, August 4, 2016. A Pre-academy will be held for coordinators of Title I, Part A, Title II, Part A, and Title III, Part A, programs, with three or fewer years of experience as a federal program coordinator. Pre-academy sessions will explore in-depth the fundamentals of the title programs. This Pre-academy will be held on Tuesday, August 2, 2016, from 1:00 to 4:15 p.m., and it will be followed by a networking dinner from 6:00 to 7:30 p.m. Please refer to Supt's Memo #105-16, dated April 29, 2016.
- All federal programs with remaining 2014-2015 balances MUST have these funds encumbered by September 30, 2016. Final reimbursements reflecting a "0" balance must be submitted no later than November 15, 2016.
- The 2016-2017 federal program applications for ESEA funding are available on the Department of Education's Web site at: [http://www.doe.virginia.gov/federal\\_programs/esea/applications/index.shtml](http://www.doe.virginia.gov/federal_programs/esea/applications/index.shtml) Please refer to Supt's Memo #107-16, dated April 29, 2016.
- The National Title I, Conference will be held February 22-25, 2017, in Long Beach, California.

### **Title I, Part C:**

- The Migrant Education Program's Comprehensive Needs Assessment (CAN) will be complete by August 1, 2016, and Shyla will review it at the migrant meeting during the 2016 Federal Program Coordinators' Academy.

- Federal Program Monitoring Results for 2015-2016
    - 42 Divisions were monitored for Title I, Part A, and Title III, Part A
    - 6 Divisions were monitored for Title I, Part D
    - 3 Divisions were monitored for Title I, Part C
      - 1 Finding for Title III, Part A
      - 1 “Note of Concern” for Title III, Part A
- Ten letters were sent to divisions notifying them that they did not meet the 100 percent highly qualified teacher requirement, but given the transition year, no action plan was required.

## **Title II, Part A**

- Title II, Part A, is completing its monitoring and will be working on resolution letters soon, late June/early July.
- The Working Conditions webinar was held June 7, and the final webinar in the Equity Series will be on Tuesday, June 21. As a reminder, Supt’ Memo # 076-16, posted on April 1, 2016, relates to changes under ESSA regarding HQT that goes into effect August 1, 2016.
- 2016-2017 is the final year for divisions to provide the additional value of services (from the retroactive calculations that were completed in 2012). If anyone has any questions about this, please contact Carol or Tiffany.
- All school divisions with remaining 2014-2015 balances will receive reminders in late July/early August.

## **Title III, Part A:**

- Professional Development
  - A. ESL Training will be provided for Mecklenburg County and Petersburg City Public School Divisions during the month of June.
 

Training on “Building A Comprehensive Program for English Learners” will be provided for leadership personnel.

“Educating English Learners: Challenge or Reward?” will be provided for ESL and content teachers.
  - B. Cohort 2 for George Washington University Teaching English Language Learners Certificate is underway. Four additional teachers will be participating... Cumberland (1); Dinwiddie (2); and Lunenburg (1).
  - C. Cohort 1 teachers will finish TELL coursework in June... Cumberland (1); Dinwiddie (1); Halifax (1); Lunenburg (2); Mecklenburg (2), and Nottoway (3).

## **Title VI, Part B, Subpart 2:**

- D. USED has received required data from Virginia and is in the process of selecting eligible recipients of said funds for the 2016-2017 school year. Upon receipt of the eligible LEAs from USED and the completion of the funding process at VDOE, the LEAs will be notified via Supt’s Memo.

**VDOE Report - Pat Popp**

No report

**Regional Reports**

Region I - No report

Region II -No report

Region III - No report

Region IV - No report

Region V - No Report

Region VI - No report

Region VII - No report

Region VIII - No report

**Old Business**

None

**New Business**

None

Meeting was adjourned at 11:05 A.M.

Next meeting date – **September 9, 2016**

Respectfully Submitted,

Valdivia Hall  
VAFEPA Secretary

