

**Hillsborough Association of School Administrators**  
**Board of Directors Meeting Minutes**  
*November 3, 2008*

In attendance: Ken Allen, Lou Cerreta, Tammy Crawford-Morse, Linda Denison, Ernie Fernandez, Chuck Fleming, Alice Gault, Wendy Harrison, Connie Hayden-McPeak, Steve Hegarty, Marilou King, Jean Leone, Nelson Luis, Lois Mautte, Derrick McLaughlin, John Miliziano, Herbert Peeples, Mike Phillips, Sherrie Sikes, David Smith, Tee Solomon, Joe Trumbach, Elsa Tuggle

President Elsa Tuggle opened the regular Board of Directors meeting at 5:00 PM.

**A. Minutes – Laura Zavatkay**

In the absence of the secretary, President Elsa Tuggle presented the minutes from the September 29, 2008 meeting. The minutes were reviewed and it was moved and seconded to accept the minutes as presented. The motion passed unanimously.

**B. Treasurer’s Report – Nelson Luis**

Treasurer Nelson Luis distributed both the September and October treasurer’s reports. He reviewed the elements of the September report, calling the Board’s attention to the totals. When he was treasurer three years ago, balances were around \$65,000. He commended Elsa Tuggle on her efforts as former treasurer since then, increasing the balances significantly. The largest expenditure was the gas cards for the membership drive. A motion was made and seconded to accept the September minutes for audit. The motion passed unanimously.

The October treasurer’s report was reviewed. The largest expenditure was the Fall Social and Communications. Dr. Allen asked about the Legislative Activities – what did it include? The answer given was that dollars are used for the student efforts in Tallahassee, i.e., There Ought to Be a Law. Membership and recruiting went over \$500. A motion was made and seconded to accept the minutes for audit. The motion passed unanimously.

**C. Membership Report – Tee Solomon**

Ms. Solomon reviewed the membership report and thanked everyone for their tremendous efforts to recruit 85 new members. As of October 31<sup>st</sup>, there are 832 members. She noted that a membership table had been set up at the Fall Social, a business card drawing was held, and the scrapbook was made available as well for members to peruse.

Mr. Trumbach thanked everyone for their assistance with the membership efforts, especially Mrs. Solomon for working with him as his partner on the Membership Drive, and the administrative assistant for keeping the data. Mr. Trumbach reviewed some statistical information with the HASA board regarding percentage of memberships, the numbers of new members that joined during the drive, and HASA board members who participated in recruitment. He distributed gas cards to the recruiters that had members join.

Dr. Miliziano reviewed the Percentage of Membership in HASA report that he prepares annually.

Mr. Trumbach coordinated the drawing of the \$500 winner. Chuck Fleming drew the winning name: **Dr. Mary Knox of Valrico Elementary School** won the drawing. Mr. Trumbach thanked Dr. Miliziano and everyone who assisted in the drive. Mrs. Tuggle added her appreciation to the group for the success of the membership drive. Dr. Miliziano reminded the group that there are some members who pay annually with a check who have not renewed their memberships for the 08-09 year. Letters will be sent as reminders to those members, but some may not rejoin before the December 30th deadline, which will decrease current membership totals a bit.

At this point, the agenda was adjusted to allow for Dr. Linda Denison to discuss the allocation for staff development in the budget, *Special Projects, Grants and Professional Development*. Her proposal is to advertise the available dollars in the administrative bulletin to HASA members for programs, something like: “Professional Development Grant Opportunity for HASA members.” Requests can be sent to Dr. Linda Denison and it will be presented to the HASA Board for approval. Courses/programs must be legitimate, staff development kinds of events that will develop skills and growth. One good example was a program in October which featured leadership training speaker John Maxwell. Two HASA

members were able to attend. Participants could also be asked write an article for the newsletter. Dr. Denison will place the announcement in the Administrative Bulletin.

*Alternative Certification Program:* Chuck Fleming distributed a handout that outlined the structure of the management training program for administrators. The program will provide leadership and management training for new district level administrators not heading for principalship (does not replace Ed Leadership). He reviewed the document with the HASA Board, explaining the philosophy and the program specifications, as well as responsible parties for coordinating courses and putting them together. Hopefully two courses, in addition to the orientation course, will be available in the spring. Two more courses are planned for the summer and two more for the next fall session. Face to face and online training time will be blended. Completion timelines and windows were discussed. A suggestion was made that this not be limited to just those who need the courses, but to anyone who wants to take the courses as just good staff development. The information from Mr. Fleming was well received. He noted that HASA was a huge contributor to the development of this program. HASA can continue to help down the road with costs for consultants to co-teach, online posting costs, etc. Dr. Miliziano reminded the group that this was one of our Strategic Goals.

#### **D. President's Report – Elsa Tuggle**

Mrs. Tuggle announced that Bryn Alan will be sponsoring our December dinner meeting on 12/1. Representatives and alternates are invited.

Mrs. Tuggle reminded the group that one \$1,000 scholarship would be named for Pat Smith. Scholarship information is being updated and will be sent to the scholarship chair and posted online at [www.hasaonline.com](http://www.hasaonline.com).

As far as the naming of school "SS" after the late Glenn Barrington, Mrs. Tuggle encouraged as many as possible to try and attend the School Board meeting of November 6<sup>th</sup> in support of the school naming.

#### **E. Executive Director's Report – Dr. John Miliziano**

Dr. Miliziano reviewed the results of the October 15<sup>th</sup> *Superintendent's Roundtable* with Mrs. Elia and Mr. Valdes. (1) They thanked Mrs. Elia for supporting administrators getting 2% raise; (2) The Universal Calendar was launched 10/15/2008. Derrick McLaughlin has had an opportunity to review it and discussed some of what he saw, mostly appointments that are germane to everyone, not specific schools. Some discussion ensued regarding additions and Dr. Miliziano asked for input that HASA can forward to Steve Hegarty; (3) Filling DROP vacancies – not a tremendous need now due to falling enrollment. (4) Alternative Certification Program progress; (5) Salary Study updates; the group will reconvene again November 19<sup>th</sup> for progress report and discussion on the benefits and liabilities of bringing the ISP to the X payroll; (6) Naming of the "SS" school after Glenn Barrington was favorably received by the Superintendent; (7) Legislative issue support – change to a single-issue effort to garner support for a bill to extend the DROP for everyone the same; (8) Referendum in Orange County that was approved by the legislature to have a specially-elected chairman for the School Board of Orange County. The Superintendent agreed it was not a good idea. (9) Persons being promoted and finding what their salaries will be – more clarification is needed on starting salaries for promotees. Dr. Miliziano asked the representative board members to share the information from the Superintendent's Roundtable with the members of their respective component groups.

With few additional topics suggested, the November Superintendent's Roundtable was canceled. The next meeting will be held in December.

Steve Hegarty joined the group to speak about the Universal Calendar. It is on the IDEAS desktop. So far, the next couple of months are well populated, and future months will fill as they come. More of an announcement will be made so people will check it out on their IDEAS desktops. Merging internal school calendars would be really convenient, and may be a future possibility.

The Tampa Bay Area Coalition will meet on 1-14-2009. Dr. Ken Allen has been attending the coalition meetings and some of the topics fit well with his Legislative Committee issues. Dr. Miliziano welcomed any HASA member who wished to attend.

The Manatee County administrator's association asked HASA to meet with them to provide some organizational tips and guidance. Dr. Miliziano met with them recently to lend assistance.

## **F. Committee Reports**

Dr. Lois Mautte gave a Fall Social wrap-up report – positive comments were heard in spite of the rain. The Social came in under budget again. Dr. Mautte brought up the School Board Forum, suggesting February as an option. Valencia Gardens is still open and always a nice dinner. Dr. Mautte will keep the board posted.

Lou Cerreta mentioned that he and Dr. Miliziano had met with Westshore Financial Group as a potential Business Partner, but wondered if HASA needed another financial partner. Those two are acting as guinea pigs for the program and will report back to the Board.

Dr. Ken Allen reported on Legislative Committee issues. Their last meeting was October 13, 2008. He expressed appreciation for Deborah Henry being on his committee, as she possesses a keen insight on FRS issues. Two issues of concern were discussed – the FRS/spousal beneficiary issue was discussed and the 2% multiplier. It was agreed that the 2% multiplier would not happen in a down money year. Deborah Henry did suggest keeping the increase in HIS from 5% to 7% as a priority. Dr. Allen reminded the group to vote on November 4<sup>th</sup>.

Ernie Fernandez brought up the issue of HIS credit for years of service. Dr. Miliziano invited him to attend the January meeting. Ernie wants to contact more retirees who are not members of HASA, to invite them to join as retirees. Regarding Humana, some doctors are not on the new list, and retirees who were on PPO may not know. It was suggested that Deborah Henry could possibly assist in getting the word out.

Elsa Tuggle suggested possibly expanding the number of Legislative Days attendees this year and the suggestion was well received. .

### **Roundtable:**

Jean Leone informed the group that Barack Obama's grandmother died a few hours prior to the meeting.

Tee Solomon mentioned that they were invited to a reception at Kevin Ambler's camp and he was appreciative of HASA's support.

The administrative assistant suggested researching the idea of Visa cards instead of the current check requisition process. A suggestion was made that if the credit union does not want to facilitate the request, pre-paid VISA cards can be purchased at the beginning of the year and loaded with dollars for supplies, copies, deposits for events, etc. It's an issue that will need more investigation.

Wendy Harrison asked if HASA would be interested in possibly sponsoring an end-of-the-year gathering for APEIs to boost membership in that component group. Dr. Miliziano asked for more information, i.e., date and time, location, etc. of the APEI event.

With no further business, the meeting was adjourned.

Respectfully submitted,

*Laura Zavatkey*

Laura Zavatkey  
2008-2009 HASA Secretary

*\*Minutes not official until ratified at the December 1, 2008 meeting.*