

**Florida Association of School Psychologists
Annual Business Meeting
Miami Hilton, Downtown
Miami, Florida
November 4, 2010**

I. Call to Order –

The meeting was called to order at 11:25 a.m. by President Neely.

II. President's Report – Mark Neely

President Neely thanked the membership for their support and pointed out the many accomplishments of the organization during the past year. He also thanked his board for their service.

He noted that currently there are over 700 members of FASP and that there are more than 500 registrants attending this 37th Annual Conference. Thanks to President-elect Monica Murray and her chairs Michelle Robertson-Shepard and Alberto Gamarra.

Neely reported this busy year included the successful campaign against the removal, from the APA Model Licensure Act (MLA), of the exemption for school psychology. The year also included the completion of the framework for the FASP Professional Development Blueprint., under the leadership of Monica Murray. Neely also thanked the Legislative Committee and Governmental Consultants, Bob and John Cerra for their efforts to promote Anti Bullying Legislation.

He presented Troy Loker with the FASP Presidential Award for his involvement, timely input, and suggestions as Student Delegate to the FASP Executive Board.

III. Past President's Report – Brad Underhill

Underhill reported he has located and secured future sites see the sheet from his report.

Annual Conference

Summer Institute

2011 Omni Championsgate Nov. 1-4	2011 Tradewinds July 19-24, 2011
2012 Omni Championsgate Oct. 30- Nov. 2*	2012 Tradewinds July 17-21, 2011
2013 Omni Championsgate Oct. 29- Nov. 1*	2013 Hutchinson Island Marriott 7/23-7.27
2014 PGA National (PENDING) Nov. 3-8	
2015 Omni Championsgate Oct. 27- 31	

*10 days after the conference we can notify them of not having our needs met.

Underhill reported, as chair of the Nominations and Elections Committee he conducted the 2010 FASP Election. Because of some timing and other issues, election timelines were extended and the process was re-done and conducted through an online service. He announced the results of the election as follows:

President Elect: Joe Jackson
Secretary: Gail Patterson
Treasurer Elect: Amy Endsly
Northwest Regional Representative: Josh Lutz
East Central Regional Representative: Elvira Medina Pekofsky
Southwest Regional Representative: Kim Tucker

He congratulated all the winners and thanked all those who were candidates.

He further thanked both candidates for President-Elect (Joe Jackson and Clark Dorman) for their patience and support through both elections.

Underhill proposed changes to the bylaws put forth by the Planning and Development Chair, Bill Donelson. He stated these proposed changes are for clarification and consistency.

Underhill stated his intention to go through all the changes first. There being no objection he did so. Discussion and clarification took place.

Motion #1- Move that the following 25 sections and subsections of the FASP Bylaws be amended as follows:

(Proposed changes underlined in blue, general comments/recommendations in red)

BYLAWS

OF THE

FLORIDA ASSOCIATION OF SCHOOL PSYCHOLOGISTS, INC.

ARTICLE I NAME AND MISSION

1. The name of this organization shall be the Florida Association of School Psychologists, Inc., and shall hereafter be referred to as FASP.
2. The mission of FASP is to promote and advocate for the mental health and educational development of Florida's children, youth and families in educational systems and communities; and to advance the profession of school psychology in the state.

ARTICLE II MEMBERSHIP

- I. FASP shall consist of the following categories of membership:

Motion that Article II, Section 1, Sub-section A be amended as follows:

- A. Regular Member
Those eligible for regular membership are those who are Certified or Licensed by the State of Florida as a school psychologist, are credentialed nationally certified as an NCSP as a Nationally Certified School Psychologist (NCSP) by the National Association of School Psychologists (NASP), or are primarily engaged in training of school psychologists at an accredited college or university.
- B. Transition Member
Those eligible for transition membership are those who have graduated from a school psychology program and held student membership the previous year. Transition Members are eligible for half the regular dues and the status is valid for one year.
- C. Sustaining Member
Those eligible for sustaining membership are those who meet all of the requirements for eligibility as a regular member and who contribute a significant financial contribution to FASP in excess of regular dues in order to provide special support to the activities of FASP.

Motion that Article II, Section 1., Subsection D be amended as follows:

- D. Honorary Member
Those eligible for honorary membership are those who, subject to the approval of a majority of the Executive Board, have made a significant contribution to the field of school psychology. These individuals are exempt from dues assessments. All recipients of the Willard Nelson Lifetime Achievement Award are given honorary membership.
- E. Student Member
Those eligible for student membership are those who are actively engaged one-half time or more in a formal school psychology program, at a regionally accredited college or university, and who are currently not employed as a school psychologist. Annual certification of student status is required. This certification shall be completed by the student's program director on a form to be provided by the FASP Membership Chairperson.
- F. Retired Member
Those eligible for retired membership are those who hold regular membership for five years and are retired from remunerative professional activity in school psychology or related services.
- G. Associate Member
Those eligible for associate membership are those who do not meet eligibility requirements for any of the preceding classes of membership, but who are interested in or associated with the field of school psychology.

H. Associate Student Member

Those eligible for the associate student member membership are those who are actively engaged one-half time or more in a program of study, at a regionally-accredited college or university, who do not meet eligibility requirements for student membership, but who are interested in or associated with the field of school psychology and not employed as a school psychologist. Annual certification of student status is required. This certification shall be completed by the student's program director on a form to be provided by the FASP Membership Chairperson.

2. All members - with the exception of associate members and associate student members - shall have the right to vote on FASP concerns.
3. All officers shall be regular, sustaining, retired, or honorary members of FASP.
4. Verification of eligibility for appropriate membership status must accompany applications for membership. The Membership Chairperson shall provide verification forms.

ARTICLE III DUES

Motion that Article III, Section 1 be amended as follows:

1. Dues shall be established for each classification of membership and made payable to FASP, Inc., as of July 1, for the current membership year, which runs until June 30. Membership dues will be paid on a 12-month basis for the membership year. A member becomes a member in good standing when he or she pays dues for the current membership year as prescribed by the Executive Board and remains so until the end of that membership year on June 30. Only members in good standing are entitled to member benefits, including voting in FASP elections.
2. Assessments or changes in dues may be recommended by the Executive Board and shall be decided by a majority vote of the voting members at the annual meeting or by mail and/or electronic ballot. The Executive Board will institute a structure of regular review of member dues every two years. The biannual fee structure review for membership dues and for professional development registration fees will be conducted on alternating years.

Motion that Article III, Section 3 be amended as follows:

3. Nonpayment of dues or assessments of the current ~~fiscal~~ membership year shall be considered as signifying resignation from FASP. The Executive Board may assume that a member has resigned if dues payment is delinquent after October 1.
4. FASP's fiscal year shall be from February 1 through January 31.

ARTICLE IV OFFICERS

1. The officers of FASP shall be President, Immediate Past President, President-elect, Secretary, Treasurer, and seven Regional Representatives.
2. The term of office of the President and of the President- elect, and of the Immediate Past President, shall be one year; and the term of office of each Regional Representative shall be two years, elected by the appropriate geographical voting members. The Secretary and the Treasurer shall serve a term of two years each elected in alternate years. The President-Elect, Secretary, and Treasurer shall be elected by the entire voting membership.

Motion that Article IV, Section 3 be amended as follows:

3. It shall be the duty of the President to preside at all meetings of FASP, to act as Chairperson of the Executive Board; and to exercise general supervision over the affairs of FASP, and to be an ex-officio member of all committees except the Nominating [and Elections](#) Committee.
4. It shall be the duty of the President-Elect to function as the President in the latter's absence or incapacity, to exercise general supervision over the Convention Committee, and to become President at the close of term of office as President-elect.

Motion that Article IV, Section 5 be amended as follows:

5. It shall be the duty of the Secretary to keep ~~all the records~~ [an accurate historical record of meeting minutes, summaries of motions, and all official non-privileged correspondence of the FASP Executive Board.](#)

Motion that Article IV, Section 6 be amended as follows:

6. It shall be the duty of the Treasurer to [exercise oversight over all association receipts, expenditures, and required fiscal reports.](#) ~~and Designated financial institutions of the association shall~~ be the custodian(s) for all monies of FASP, in concert with a management firm, if contracted. The following individuals may conduct business in regard to the FASP banking account, by right of title: President, President-Elect, Immediate Past President, Treasurer, Treasurer Elect and, if contracted, the Management Company Account Coordinator. [Deposits made by other FASP committee chairs who receive funds shall be reported to the Treasurer.](#)
7. Regional Representatives shall serve as members of the Executive Board. These representatives shall be nominated from seven regions of the state, which shall be

determined by the Executive Board. Regional Representatives must reside or work in the region that they represent. Only those residing within a particular geographical region shall be eligible to vote for the Regional Representative representing their region.

8. If a vacancy arises for any reason in any of these offices, the Executive Board shall, by a majority vote, elect a successor to that office until the next annual election of FASP.

ARTICLE V EXECUTIVE BOARD

1. There shall be an Executive Board of FASP consisting of the officers of FASP, Committee Chairpersons, DOE Consultant, FASP Children's Services Fund, Inc. Liaison, NASP Delegate, and the FASP Committee of Continuous Existence Liaison.
2. The Executive Board shall have general supervision of the affairs of FASP.
3. The President of FASP shall be Chairperson of the Executive Board, and the Secretary of FASP shall be Secretary of the Executive Board.

Motion that Article V, Section 4 be amended as follows:

4. The Executive Board shall be called for a physical meeting during the period of the Annual Meeting. Additional meetings of the Executive Board shall be held on the call of the President or upon petition in writing by ten percent of the voting members in good standing or more voting members. A majority of the Executive Board shall constitute a quorum. Unless otherwise specified by these Bylaws, any issue may be decided by a mail, electronic, or telephone ballot of the Executive Board provided that no member of the Executive Board requests that it be referred to a physical meeting.

Motion that Article V, Section 5 be amended as follows:

5. All actions motions and approved minutes of the Executive Board may be published in the FASP Newsletter and posted on the FASP website for review by the membership. Minutes of the meetings of the Executive Board shall be made available to any member who requests them.

ARTICLE VI NOMINATION AND ELECTION OF OFFICERS

Motion that Article VI, Section 1 be amended as follows:

1. Nominations of officers of FASP shall be made by the Nominating and Elections Committee. Election procedures shall be under the supervision of the Executive Board. Election procedures are carried out by the Nominating and Elections Committee under

the supervision of the Executive Board.

Motion that Article VI, Section 2 be amended as follows:

2. Officers shall assume office at the close of the Annual Business Meeting of FASP following their election with the exception of the Treasurer, who shall assume office on February 1 of alternate years.

ARTICLE VII MEETINGS

Motion that Article VII, Section 1 be amended as follows:

1. The place and time of the Annual Conference of FASP shall be at the discretion of the Executive Board. The purpose of the Annual Conference shall be for the transaction of business, the presentation of a scientific program, and the discussion of professional matters in the field of interest to school psychologists. Notice of the Annual Conference shall be given to all members at least ~~30~~ 90 days before the date established for the conference.
2. A quorum at a business meeting shall be defined as at least ten percent of the voting members in good standing.

ARTICLE VIII COMMITTEES

Motion that all committees listed in Article VIII, Section 1 of the FASP Bylaws shall be organized in alphabetical order and that all references to President be changed to President-elect.

1. The Standing Committees of FASP shall be as follows:
 - A. The Membership Committee shall consist of at least three members of FASP with the Chairperson appointed by the President with the approval of the Executive Board. It shall be the function of this Committee to assume responsibility for recruitment of new members, processing of membership applications, and maintenance of updated membership rosters.
 - B. The Conference Committee shall consist of at least three members of FASP with the Chairperson appointed by the President with the approval of the Executive Board. It shall be the function of the Committee to make arrangements for the program and the annual conference of FASP in accordance with the provisions of Article VII.

- C. The Legislative Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this Committee to attempt to influence the Florida Legislature and, when directed by the Executive Board, the United States Congress, on issues consistent with the mission of FASP. This influence may occur through the provision of information or testimony regarding such issues, contracting with a legislative consultant, and serving as liaisons between FASP and the consultant.

Motion that Article VIII, Section 1, Subsection D be amended as follows:

- D. The Newsletter Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this Committee to collect and disseminate information of particular interest to all members and to put such information in the FASP Newsletter that can be mailed and/or electronically [distributed](#) to the membership of FASP. The number of such newsletters shall be determined by the Executive Board.
- E. The Ethics and Standards of Practice Committee shall consist of at least three members of FASP. The Chairperson and all Committee Members shall be designated by the President with the approval of the Executive Board. It shall be the function of this Committee to collect and disseminate information concerned primarily with the ethical behavior and standards for the provision of services of school psychologists. Such information shall be put in the form of a Code of Ethics and Standards for the Provision of Services Manual approved by the Executive Board and the membership and distributed to the membership.
- F. The Bylaws Committee shall consist of at least three members of FASP. The Chairperson shall be the Immediate Past President of FASP. It shall be the function of this Committee to update and revise the Bylaws as deemed appropriate. Such proposed changes shall be submitted to the President and the Executive Board, and if approved, to the voting membership for ratification. If ten percent (10%) of the voting membership presents proposed changes in writing to either the Chairperson of this Committee or directly to the President, such proposed changes shall be considered by this Committee and by the Executive Board and presented to the voting membership for ratification.

Motion that Article VIII, Section 1, Subsection G shall be amended as follows:

- G. The Nominating and Elections Committee shall consist of a Chairperson and at least two other voting members of FASP. The Chairperson shall be the Immediate Past President of FASP. Other members shall be Regional Representatives who are not seeking reelection at the time of the election and/or voting members who

are not seeking office and who are not on the Executive Board. It shall be the function of the Committee to call for nominations for all elected offices from the general voting membership and carry out the FASP election process.

Motion that Article VIII, Section 1, Subsection H shall be amended as follows:

- H. The Private Practice Committee shall consist of at least three members of FASP, all of whom shall be licensed by the State of Florida as school psychologists or psychologists. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this Committee to represent the interests of licensed members to the Executive Board, to assist other committees with issues pertinent to the private practice of school psychology, and to serve as liaison between FASP, ~~and~~ the licensing agency, and other groups as determined by the Executive Board.

Motion that Article VIII, Section 1, Subsection I be amended as follows:

- I. The Committee on Training and Credentialing shall consist of a Chairperson and at least two members of FASP who are ~~trainers~~ graduate educators of school psychologists. The Chairperson shall be designated by the President with the approval of the Executive Board. It will be the function of ~~the this~~ this Committee ~~on Training and Credentialing to review, and monitor the and share the most current~~ Training and Credentialing standards (national and state) in school psychology, to liaison with the Florida Council of School Psychology Trainers, to respond to and/or initiate recommended changes in training and credentialing standards, and to serve as an advocate for quality training programs.

Motion that Article VIII, Section 1, Subsection J be amended as follows:

- J. The Awards Committee shall consist of at least ~~three~~ five members of FASP inclusive of the chairperson. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this Committee to develop categories, criteria, and a selection procedure to recognize exemplary programs, projects and professionals in school psychology.
- K. The Research Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this Committee to review journal articles of interest or relevance to practitioners and submit reviews for consideration of publication in the FASP Newsletter; to prepare, as appropriate, a yearly compendium of relevant, original research; and to generate relevant research in school psychology.

- L. The Public Policy and Information Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this committee to further public knowledge of school psychology and of FASP.

Motion that Article VIII, Section 1, Subsection M be amended as follows:

- M. The Professional Development Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this committee to provide [visionary leadership in the area of Professional Development \(PD\), guide FASP Committees engaged in PD, update FASP PD procedures, and facilitate the FASP Summer Institute, opportunities to the membership.](#)

Motion that Article VIII, Section 1, Subsection N be amended as follows:

- N. The Planning and Development Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this committee to facilitate the process of developing annual and long-term goals for officers and committee chairpersons [and to update the Policies, Procedures & Positions \(PPP\) Manual of FASP.](#)
- O. The Committee on Cultural and Linguistic Diversity consists of a committee chairperson appointed by the President with the approval of the Executive Board and three committee members all of whom must be members in good standing of FASP chosen by the committee chairperson. It shall be the function of this committee to promote the rights, welfare, education and mental health of culturally and linguistically diverse children, youth and families in the State of Florida. The committee will provide assistance to the FASP Executive Board, FASP membership, and the educational community through educational recruitment, service and research. The committee shall facilitate the process of developing policies related to culturally and linguistically diverse populations. Through its activities, the committee shall strive to foster sensitivity, understanding and increased knowledge of the cultural and linguistic attributes of Florida's diverse population.

Motion that Article VIII, Section 1, Subsection P be amended as follows:

- P. The Administration and Supervision Committee shall consist of a Chairperson and at least two members of FASP who are supervisors of school psychologists. The Chairperson shall be designated by the President with the approval of the Executive Board. It will be the function of the Administration and Supervision Committee [to actively communicate with supervisors and encourage best](#)

practices in upgrade the training, employment, and administration and supervision processes of ~~the~~ school psychologists in the State of Florida.

- Q. The Registrar Committee shall consist of a Chairperson and at least two members of FASP who are in good standing. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the responsibility of the committee to register and account for FASP member and non-member participants in FASP's continuing education and professional development activities, such as regional workshops, the Summer Institute and the Annual Conference.

Motion that Article VIII, Section 1, Subsection R be amended as follows:

- R. The Technology and Communications Committee shall consist of a Chairperson and at least two members of FASP who are in good standing. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the ~~responsibility of the committee to function to develop and maintain the FASP webpage and FASP Flash.~~ function of this committee to manage FASP technology resources and aid in the dissemination of information.

Note: This was the specific language from original Motion #9 July 2001

- S. The Student Representative Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this committee to represent and advocate for the Student Members of FASP.

Motion that Article VIII, Section 1, Subsection T be amended as follows:

- T. The ~~CEU Coordinator~~ Continuing Education (CE) Committee shall consist of at least three members of FASP. The Chairperson shall be designated by the President with the approval of the Executive Board. It shall be the function of this committee to maintain all FASP and NASP forms of provider status as determined by the FASP Executive Board and NASP provider status, interface with the Department of Health and C E Broker, enter all ~~CEU CE~~ offerings and attendees on the CE Broker website, and advise FASP Members regarding Continuing Education CE requirements.
2. Special Committees may be designated from time to time by the President, with purpose and composition to be proposed by the President, to the Executive Board. Approval of each such committee must be gained through a majority vote of the members of the Executive Board prior to the initiation of any functions of such a committee.

Motion that Article VIII, Section 3 be added as follows:

3. Incoming Standing Committee and Special Committee chairpersons shall be nominated each year by the President-elect and approved at the conference executive board meeting prior to the Annual Business Meeting.

ARTICLE IX AMENDMENTS

1. Amendments to or restructuring of these Bylaws may be proposed by a two-thirds vote of the Executive Board or by written request of at least ten percent (10%) of the voting membership.

Motion that Article IX, Section 2, Subsection D be amended as follows:

2. Voting on proposed amendments shall be at the Annual Conference or by a mail and/or electronic ballot sent to all voting members; the amendment(s) must be approved by two-thirds of those voting. By mail and/or electronically, the polls shall be declared closed thirty days after the date of mailing and/or electronic [distribution of](#) the ballots.

ARTICLE X AFFILIATIONS

1. A local association of School Psychologists in Florida wishing to affiliate with FASP should submit in writing their desire to affiliate with FASP to the current President of FASP to be forwarded to the Membership Chairperson for verification of membership status. The Executive Board will then consider the request using the National Association of School Psychologists (NASP) affiliation rules as guidelines. If accepted by the Executive Board, the request will be submitted to the voting membership of FASP. Approval shall be by simple majority of the membership.
2. If FASP wishes to affiliate with another organization, the Executive Board will present this proposal to the voting membership. Approval shall be by simple majority of the voting members.

ARTICLE XI RULES OF ORDER

1. *Roberts' Rules of Order – Newly Revised* shall be adopted as the official parliamentary **procedural guidelines for use in all FASP meetings where applicable and in which they** are not inconsistent with these Bylaws.

ARTICLE XII SEAL

1. Two seals of the Corporation are retained by the Secretary and the President and include the words, "Florida Association of School Psychologists, Inc."

ARTICLE XIII PERPETUATION

1. The association shall exist in perpetuation unless otherwise dissolved.
2. Upon dissolution of FASP, the Executive Board shall see all just debts are paid. Any funds remaining shall be distributed to one or more qualified charitable or educational organizations to be selected by the Executive Board. “

Motion by Underhill

Second by Schwartz

Discussion: Clarifications were made for individual members.

Motion was tabled at the request of Underhill and Schwartz until action items under Officer Reports.

IV. President Elect’s Report – Monica Murray

Murray thanked her Conference Chairs Michelle Robertson-Shephard and Albert Gamarra and the conference committees for all the work that was required for this successful conference.

She presented her board for the next year.

Murray stated that her goals for the coming year would include strengthening communication between the Executive Board leadership and the membership.

V. Secretary’s Report – Gail Patterson

Patterson directed the membership to the visual presentation the minutes from the October 2009 FASP Annual Business Meeting. She requested corrections. None were forthcoming. She thanked the membership for their support and indicated corrections could be made by sending them to her at any time. She stated there would be a motion to approve the minutes.

VI. Treasurer’s Report – Amy Endsley

Her report was not present as treasurer has been extremely ill and has recently had a setback.

Neely reported the checking account has approximately \$80,000 and the Savings Accounts approximately \$45,000.

VI. Action Items Related to Officer Reports

Motion #1 was returned to the table as requested by Underhill and Schwartz.

Discussion: Completed previously

Motion passed

Motion #2– Move to approve the FASP 2009 Annual Business Meeting Minutes.

Motion by Jackson

Second by Gamarra

Discussion - None

Motion passed

VII. Old Business

None

VIII. New Business

None

IX. Passing of the Gavel

Neely stated that it was with pleasure he pass the gavel to Murray. Murray commented on his excellent leadership and perseverance during the past year. She presented him with a plaque commemorating his presidency

X. Adjournment

Murray reminded the membership of the evening's events and invited them to participate.

She reiterated that improving communication would be one of her most important goals for the year.

The meeting was adjourned by President Murray at 12:10 p.m.

Respectfully submitted,

Gail Patterson, Secretary