**Massachusetts Association of School Personnel Administrators**

**Executive Board Meeting**

*Present: Tom Campbell, Craig Hardiman, Marianne Davis*

**January 27, 2017**

**2:45-3:45 pm**

**AGENDA**

**1.     3:00 pm conference call with member                                                                                       All**

**2.     2016-2017 financial update – post paid members to web                                                   Mike**

Board needs to confirm who has and who hasn’t paid their dues for the 2016-2017 school year.

**3.     December 9 survey results/Law Day Topics                                                                             Tom**

Marijuana at work, employee first amendment rights, social media.  Personnel record retention, FMLA**,**

    Public records law. Off duty conduct. Pay equity Act (MA)

**4.     Meeting schedule for 2017-2018 year                                                                                        Tom**

**a.     September 29, October 27, December 8, January 26, March 16?** Schedule approved.

**5.     MASPA’s paid positions:  Employee or consultant?                                                               Tom**

Don’t meet four prongs of consultant. Pay positions and pay appropriate payroll taxes.  Invest in a payroll

system that the treasurer can access. Agreed unanimously.

**a.     Need payroll service for employee**

**6.     Treasurer for 2017-2018                                                                                                                Tom**

Board discussed possible candidates for board membership.

**7.     Meeting dates for the 2016-2017 school year.  Discuss possible topics:** Job classification **Tom**

Positive programs to boost employee morale, Best practices forum for MASPA members

**a.     March 17 (Law Day) at the Verve in Natick                                                                     Tom**

**i.     Hotel confirmed/Contract signed**

**ii.     Liz Valerio and Rebecca Bryant confirmed/Need topics**

**iii.     Need one additional speaker/topic.  Look at survey**

**iv.     Vendors/Sponsors update**

**8.     Fee for vendor this year set at $450**

Offer sponsors booth at the conference and ad on the website for $750

**9.     Three confirmed**

**10.     Constitution and By-Laws updates.  Ready to present to the members?                       Brad/Tom**

**11.     Google survey or March 17 vote?**

**12.     Officers for the 2017-2018 Year                                                                                                    Tom**

We need a new president and possibly a new president. Slate presented at Annual Meeting

**13.     President**

**b.     Recruit for a new Vice President**

**c.      Google survey for voting when slate is finalized?**

**14.   Vendors to advertise on website – fee? $750?                                                                        Tom**

**15.   Mentor stipend                                                                                                                                   Tom/Marianne**

*$1,200 a year. $50/hr for 2 hours a month. Marianne will make a shared google doc.*

**16.   SHRM certification – SHRM-CP and SHRM-SCP update                                              Tom**

**17.   Human Resource Academy – October 2017?                                                                                       Tom**

    Table to a possible fall offering

**National speaker planning for next year (?)**

Very expensive and doesn’t bring out additional members. Harvard Negotiation Project. We’d like to keep