

AOSA National Board of Trustees Meeting

Salt Lake City, UT

November 20, 2019



Mission Statement

The American Orff-Schulwerk Association is a professional organization of educators dedicated to the creative music and movement approach developed by Carl Orff and Gunild Keetman.

Objectives:

- To demonstrate the value of Orff Schulwerk and to promote its widespread use.
- To support the professional development of our members, and
- To inspire and advocate for the creative potential of all learners.

CALL TO ORDER

President Hewitt called the regular meeting of the NBT of the American Orff-Schulwerk Association (AOSA) to order at 7:44 a.m. on November 20, 2019, at the Hyatt Regency in Salt Lake City, Utah.

WELCOME AND INTRODUCTIONS

Present at the meeting were:

Executive Committee:

Lisa Hewitt – President

Karen Petty – Recording Secretary

Judith Thompson-Barthwell – Treasurer

Regional Representatives:

Jean Fox and Aaron Hansen, Region I

Desiree Coulson and Malia Walter, Region II

Beth Melin-Nelson and Meg Tietz, Region III

Mandy Gunter and Rosemary Pilonero, Region IV

Nick Wild and Lori Arner, Region V

Josh Southard and Kateri Miller, Region VI

Industry Representatives:

Michelle Brady, Sam Marchuk and Erica Poppe (on site but not in meetings - setting up in Market Place)

AOSA Executive Director:

Carrie Barnette

Staff Support:

Anna Pack – Associate Director

Debbie Peck – Chapter Assistant

Brian Burnett – National Conference Director

Karen Benson – Professional Development Director

Rhonda Greeson and Linda Honn– 2019 National Conference Chairpersons

Jennifer Donovan and Constance Van Engen – 2020 National Conference Chairpersons

Tiffany English and Laura Petersen – 2021 National Conference Chairpersons

Michelle Fella Przymkowski – Vice President (unable to attend)

READING OF THE ETHICS STATEMENT

President Hewitt read the following statement of meeting conduct ethics:

“All AOSA National Board of Trustees meetings, as well as committee reports and recommendations, are open to review by all members of AOSA. We trust the judgment and the conduct of Board members and anyone else in attendance to be ethically discreet at all times when discussing personalities and issues. The American Orff-Schulwerk Association strongly encourages members to be positive and discreet when discussing our organization, specific courses and/or teachers, and the Orff movement. The very nature of the Orff Schulwerk philosophy embodies a broad spectrum of expressions, exploring different paths to arrive at artistic and educational goals. Members are encouraged to recognize and remain open to varied approaches and to celebrate both our differences and our similarities.”

SETTING THE AGENDA

Motion #2020-08:

Desiree Coulson moved “that the consent agenda be accepted.” Judith Thompson-Barthwell seconded the motion. (motion carried)

MINUTES OF THE SEPTEMBER 2019 MEETING

The minutes of the September 2019 meeting of the AOSA National Board of Trustees held at the Double Tree Downtown, Orlando, Florida were approved by consent agenda.

PRESIDENT AND EXECUTIVE COMMITTEE'S REPORT

Lisa Hewitt

Activity Since September 2019

Meetings/Staff/Personnel

- Conducted bi-weekly Skype meetings
- Edited and approved AOSA publications & communication documents
- Reviewed committee reports before NBT meeting, looking for overlap of topics/responsibilities, lack of progress, concerns, etc.
- Reviewed budget to present at the November NBT meeting for approval
- NBT minutes
 - Reviewed September 2019 minutes & shared with NBT for approval at the November meeting

Conference

- 2019: Salt Lake City, UT
 - Finalized Memory Hour
 - Finalized Welcome Ceremony script including DSA and Honorary Member presentations
 - Finalized logistics for the Retired Members Affinity Group meeting
 - Finalized presentation plans with Dr. Nicole Robinson of Cultural Connections by Design for the NBT
 - Finalized NBT meeting schedule
 - Approved Sign Up Genius for Banquet seating
 - Discussed song selection for Boutique and approval policy for future conferences
- 2020: Kansas City, MO
 - Discussed subcommittee presenter suggestions for CTED, IS, Introduction to Level II, MOM, etc.
 - Discussed plans for the President's Panel to be decided after Salt Lake City
- 2021: To Be Determined
 - Four locations are being considered

Committees

- Committee Chair Skype was held 3 weeks prior to conference, led by President Lisa Hewitt
- Curriculum and Instruction

- S&S updated from pdf to google form and ready to post early November
 - 7 of 8 courses approved
 - CTED discussing new ideas for conference sessions
 - CORS working on curriculum sample lessons to have back online early November
- Communications
 - Gearing up for the website review
 - Social media - podcast idea
 - Advocacy - getting information out to members
- Finance
 - Approved 2018 Audit
 - Working on creating a culture of giving within our members
 - Get Involved Fair
 - “Did You Know...” Campaign
 - “I Give Because...” Campaign
 - 20+ years Campaign
- Financial Assistance Committee
 - Updating grant/scholarship forms
 - Reviewing application review policy (Determining Rubrics/ Recording form)
 - Publicity ideas to continue – Get Involved Fair
 - Discuss AOSA’s long term goals for encouraging diversity within our organization and how we, as a committee, can support those goals
- Leadership Development and Nominations
 - Get Involved Fair
 - Contacted candidates regarding introduction at Welcome Ceremony
 - Prepared Candidate Vita for the website
 - Working on a rubric for future candidate selection
 - Updated GIA and DSA nomination process on the website with new 1/15 due date
- Member Relations
 - Finalized Memory Hour
 - Drafted a Song Selection statement
 - Finalized Retired Members reception / gathering following Memory Hour
 - DI
 - Participating in Dr. Robinson’s sessions at conference
 - Participating in the Get Involved Fair
 - Hosting the Meet and Greet on Friday evening at conference

- Professional Development and Research
 - PLN success this fall with average of 120 attendees per session
 - PL3 – finalizing Digital Mentorship partners
 - Recommendations for MOM session 2020 ready
 - OSEP - *Continuing the Schulwerk* booklet discussions
- Region Reps
 - Finalized Adv I/II
 - Finalized Banner Roll Call

Marketing/Website

- Continued to work with Proclaim regarding app and website development

President:

- 2019 Salt Lake City Conference
 - Confirmed all panelists for the President’s Panel
 - Collaborated with the Executive Director, Vice President and NCD regarding the Welcome Ceremony
 - Invited those who nominated DSAs to stand on stage in support of their nominee
 - Communicated with 2019 DSA recipients and nominators to prepare for award presentations and interviews
 - Communicated DSA session details with NCCs
 - Communicated details for NAAC and IOSFS meetings
 - Wrote AOSA report for the NAAC meeting
 - Finalized Welcome Ceremony script
 - Assisted with Advisory I agenda and script
 - Assisted with Boutique song selection and included Executive Committee for better feedback
- Met via Skype with Tiffany English and Jo Ella Hug regarding the Teacher Educators Summit organization and agenda
- Communicated with the Past Presidents about the NBT September Board meeting
- Reminded committee chairs to submit summaries 2 weeks following meeting
- Reviewed and edited minutes from the September NBT meeting
- Planned agendas for the bi-weekly Skype meeting with the Executive Board
- Read and approved documents for Reverberations and Orff Echo
- Worked on logistics for the Executive Committee Retreat in January with the Executive Director
- Sent invitations to the Past Presidents to attend the November Advisory Board meeting
- Reminded Committee Chairs to request reports from subcommittees and prepare reports 2 weeks before the November NBT meeting
- Worked on President’s Message for the Spring Echo

- Communicated with Tooshar Swain, NAFME, for advocacy input
- Met with Committee Chairs via Skype to discuss November board meeting and any overlapping of committee work
- Appointed Carolee Stewart to the International Connections Subcommittee
- Developed agenda for November NBT meeting with Executive Director
- Participated in committee skypes as available
- Finalized plans for the Teacher Education Summit with Tiffany English and Jo Ella Hug

At this Meeting

- Conference details
- Strategic Planning discussion

Future Issues

- Usage of google platform for AOSA business
- Review Committee summaries from the November NBT meeting and determine next steps
- Search for future NCD
- Executive Retreat
- Online auction
- Growing Membership
- Cultivate relationship with The International Orff-Schulwerk Forum Salzburg and sister organizations in the United States
- Create chapter leadership templates to help recruit leaders & be more efficient

NAAC Subcommittee

Joan Stansbury, Past-President AOSA, chair

Activity Since September 2019

- Nothing to report

Alliance for Active Music Making (AAMM) – Standing Joint Committee

Andrew Ellingsen, chair

Activity Since September 2019

Nothing to report

Future Issues

- AOSA continues to attract higher education faculty as well as others who participate in preparation, i.e., workshop faculty, music supervisors, and cooperating teachers. The AAMM subcommittee welcomes the opportunity to continue to assist in providing current, content-specific sessions for this energetic and influential constituency.

International Connections Subcommittee (IC)

Tiffany English, AOSA Past President, chair

Activity Since September 2019

- Chair discussed IC job description with Joan Stansbury
- Chair welcomed Carolee Stewart to the subcommittee
- Chair created a Dropbox folder for collaborative work and shared with subcommittee
- Discussed international attendees to the 2019 Salt Lake City conference
- Noted the AOSA/IOSFS meeting at 2019 conference
- Discussed the Young Presenter Program that will begin with the 2020 Kansas City conference
 - Chair confirmed that slots were being left for the mentor (Andrea Sangiorgio) and the mentee presenter
 - Discussed the need to create guidelines so that AOSA, the IOSFS, and the Carl Orff Foundation are clear on responsibilities and procedures for future conferences
 - Chair reached out to Shirley Salmon and Andrea Sangiorgio of the IOSFS for input on creating guidelines
 - Discussed possible timelines and protocols
 - Work will continue as IC is not ready to finalize without input from the IOSFS and Carl Orff Foundation
 - Discussed IC's role in recommending international presenters for conference
 - Continue conversations at the IOSFS conference and with the IOSFS board
 - Networking is vital
 - IOSFS conference attendance by the AOSA President or other representative is vital. This not only helps to make connections for presenters, but also allows AOSA to communicate with other OSAs and inform others about our work.
- Discussed the AOSA International Connections Grant. Initial thoughts include:
 - Grant initially for AOSA members only. This allows us to start small while honoring the contributions of members. Later, this could be expanded to awarding grants for international teachers to come to the US.
 - NBT structure would be similar to the Research Grants. IC would review applications and submit our recommendations to FAC for final approval.

- Needs to include a reflection component and a contribution to AOSA in terms of teaching what was learned, writing an Echo/Reverberations article, etc.
- Discussed encouraging more US schools/AOSA members to apply to be an IOSFS affiliated school

Future Issues

- Continue conversations with the IOSFS regarding the Young Presenter Grant and other international issues
- Continue to work on International Connections Grant logistics
- Consider working with RTP to invite IOSFS affiliated schools to share projects those considered action research) as part of the Digital Poster Session

OPEN FORUM – STRATEGIC PLANNING, PRIORITIES AND PRACTICES – DIVERSITY AND INCLUSION

Carrie Barnette led the NBT in an exploration of possibilities to increase and value diverse voices at the national board level.

COMMITTEE REPORTS and MEETING SUMMARIES

CURRICULUM AND INSTRUCTION COMMITTEE (CI)

Beth Melin Nelson and Nick Wild

Activity since September 2019

CI

Course Director

- Fall communication sent
- Additional information will be sent once S&S forms and Curriculum documents are back on the website
 - Goal is to have forms on the website before conference
 - Apprentices will be the first group to try out the forms.

Course/Instructor Approval

- Several inquiries about updating/adding TE approvals
- Course Directors want to be sure that TE is or will be approved
- PDD will work with individuals if there is a concern

- Information will be sent to TEs and CDs once S&S forms and Curriculum documents back on the website

Summer Courses

- As of today, 7 courses have applied, 6 have been approved

Apprenticeship Program BMR/TEAP Teams

- Several candidates have initiated the process for applying
- Future item to discuss: Reference letter template or form

CTED

- Working on ideas for the 2020 Roundtable
- Discussed committee's idea to host presenters from outside of AOSA
- Discussed committee's recommendation for a Level II/III co-presenter for 2020 and sent our recommendation to CTED chair

CORS

- PDF versions have been reformatted back to Word docs for editing
- Removal of questionable materials in the resource section
- Going forward, scores must be entered as pdf or graphic files such as .jpg, etc.

All Subcommittees

- Sent requests for November reports
- Reminded committees to consider and compile suggestions for new members
- Confirmed meeting times for Conference

At this meeting

CI

- Discussed CTED suggestions for topics to offer at future conferences
- Discussed options for broadening the CTED offerings for teacher educator sessions and potential partnerships with international or special topic presenters

Course/Instructor Approval

- Celebrated the completion and posting of the scope and sequence forms for teacher educators
- Noted that people are starting to complete the new forms
- Curriculum documents have been updated but will need continued work to resolve some formatting concerns

Summer Courses

- Update on course approvals for 2020

- Course directors will be notified that they are expected to be national members
- Website challenges regarding submission of course application fees and library subscriptions is being worked on by headquarters
- Many courses have completed applications for next summer
- Exceptions for courses that fall on the July 4th holiday
 - Courses are not allowed to run for 9 days, but instead are encouraged to explore creative solutions to meeting their 10 day requirements.
 - Options: have a 9-day course and offer day 10 at a different time as a workshop or an alternative location, or offer a course during the school year

Apprenticeship Program BMR/TEAP Teams

- Deadline was last Friday the 15th.
 - Applications are and materials are being sent to committees soon

CTED

- 2020 plans for Roundtable

CORS

Future issues

- Reference letter template or form for apprenticeship recommendations

Curriculum Oversight and Review (CORS) Subcommittee Report

Karen Benson

Activity since September 2019

- Updates on TE S&S forms
- Worked with Shelly Smith and Katie Traxler to track down current curriculum documents.
- PDFs had to be reformatted back to Word documents for editing. In the editing process.
- Teacher Educator Recommendation and Review tool
 - As of October 20th, 28 Teacher Educators have completed this form
 - A reminder will be sent to TEs in a future communication
 - CORS team will review comments, respond to concerns, and sort for trends and successes
- Curriculum documents
 - Once edited, CORS will be responsible for finding additional resource materials and continue the editing process

- Determine best format for the documents. Word or Google Doc?
- Style index for consistency in future formatting, editing, etc.
- Updates on TE S&S forms
- Decide how to proceed with yet to be organized Movement resource team
- Review Timeline

Future Issues

- Review TE Reflection form responses noting trends and areas of action
- Review and update Curriculum wording
- Make corresponding changes to all other related documents

Continuing Teacher Education Development (CTED) Subcommittee Report Matt McCoy

Activity since September 2019

- Names proposed for co-presenter for the Level II-III session with Paul Cribari
- Committee will meet Friday during the conference due to two members of the subcommittee presenting Introduction to Schulwerk on Thursday.
- Beginning the process of thinking who might replace Matt McCoy to represent Basic on the committee
- Checking with potential presenters for the Recorder sessions in 2020 for availability and interest; no obligation is expected at this time.
- Connecting Victoria Redfearn-Cave (movement representative) and Judith Thompson-Barthwell (2020 CTED presenter) at the conference.
- Investigating the possibility of a tax/finance session for Levels instructors

Future Issues

- One reoccurring issue is the committee perception regarding needs in the teacher educator community and not being able to address them in CTED sessions by having someone outside the association present (e.g., a professional recorder performer/teacher) or someone who is already attending as a featured presenter (as was the case with Richard Gill a few years back). This does limit who is available as well as the number of topics to be addressed. The CTED subcommittee recognizes that this may be beyond possibility due to funds, but perhaps there are ways to bring such sessions about every couple of years with some creative thinking of how this can be accomplished. As this is an issue for the future, it nevertheless is one that requires some discussion beyond the committee if we are dedicated to supporting the teacher educators in certification courses through professional development taking place at conference.

Basic Teacher Education Assessment Panel (BTEAP) Subcommittee

Dena Byers

Activity since September 2019

- There is no new information to report at this time

At This Meeting

- Names for a new committee member
- Review of the BTEAP rubrics and documents
- Review and streamline the process for this upcoming year

Future Issues

- Refining the apprenticeship application process especially in regard to the need of three videos as well as whether there is a need for a skype interview with candidates.

Movement Teacher Education Assessment Panel (MTEAP) Subcommittee

Kate Webster

Activity since September 2019

- No report/action at this time.

At This Meeting

- Meeting scheduled during AOSA conference in Salt Lake City on Nov. 22 at 8am in the Marketplace.

Recorder Teacher Education Assessment Panel (RTEAP) Subcommittee

Julie Blakeslee

Activity since September 2019

- No meeting or action since last report.
- Meeting during conference

Future Issues

- New member for 2020-2023
- Experience rubric revisions with 2020 candidates; make revisions as needed.
- Process for choosing mentors

(Curriculum & Instruction Committee report and summary on file)

COMMUNICATIONS COMMITTEE (COM)

Mandy Gunter

Activity Since September 2019

- We have been waiting to get an update on the website for revision for our Committee.
- We have been keeping up the JD changes.

At this Meeting

- We discussed the website and App and how there are still bugs in both.
- We discussed the possibility of a Wildflowers Podcast and who would create the Podcast and what information could be included in the content. We also discussed the frequency of the Podcast and how long each one should be.
- We discussed how information should be sent to Social Media and that content should be included when sent to this subcommittee.
- We discussed the content needed for Advocacy.

Future Issues

- Topics for Reverberations for the needs of our members.
- The website revision process with our google docs.

Communications Director Report

Marjie Van Gunten

- Articles/News Items
 - This section of the library is used for timely articles (conference, elections, etc.). DSA award articles that originally appeared in *Reverberations* have also been placed in this category. Over time, Sharing Wisdom posts will be moved from aosa.org to this location.
- Transfer of material to the new AOSA portal
 - Because we currently have duplicate information on two sites, I am in the process of evaluating what needs to be moved from aosa.org to the new portal. As this happens, I will redirect the user to the new location. It is not practical to maintain the same information in two places and the goal is to get all info our members will look for into the portal. We will leave on aosa.org information that will help a site visitor learn about Orff Schulwerk, AOSA's mission, and how to join.
- Next steps for the Resource Library

- I am coordinating with *Echo* to begin the process of adding *Echo* articles to the Resource Library. This is a challenging task but we have started the first steps and think we have a process that will allow us to add *Echo* articles in 2020.

The Orff Echo Editorial Board

Linda Hines, Editor-in-Chief

Activity Since September 2019

- Reviewed editorial board member candidate applications
- Two new Editorial board members were added: Sandra Adorno and Martina Vasil.
- Former members/Member rolling off board •
 - Chet-Yeng Loong will be on sabbatical until November 2020
tabled editorial board vote on her possible reinstatement until March 2020.
- AOSA inclusion/diversity initiative discussion
- Ed board members registered to participate in the culturally responsive education sessions with Nicole Robinson on Thursday November 21 in Salt Lake City.
- Dr. Robinson's article on diversity education will appear in the Winter 2020 issue of The Orff Echo.
- Submissions Portal
 - Included in Call for Submissions and contributors are using.
 - There are a few issues that will be addressed at our November 20 meeting.
Potential Journal Columns o A teaser for the upcoming issue now appears with its cover image in each issue.
- Echo printer
 - Found a new printer with whom we are now enjoying working.

Reverberations Board of Contributing Editors

Marjie Van Gunten

Activity Since September 2019

Met twice via Skype - April 2, 2019 and July 30, 2019

- Discussed editorial calendar and future topics
- Brainstormed writers
- Assigned editors to follow up
- Change of delivery time/method – Beginning Aug. 13 we changed from delivery via Member Clicks to the new AOSA portal. Articles are now delivered weekly and can be found in the AOSA Resource Library after members receive an email announcement about the most recent article. There are some weeks that there will be no *Reverberations*:

Conference week, major holidays, fewer over the summer. Some weeks in which there is no *Reverberations*, members will receive a news article.

- Collaboration with *The Orff Echo* – One article that models teaching strategies discussed in an article for the upcoming Winter issue is already prepared for posting in January. Another piece that supports an article from the same issue is expected. It is a goal to coordinate articles between the two publications when the opportunity arises.
- AOSA Resource Library – All past issues of *Reverberations* that exist in digital format have been moved into the resource library. This involved transfer of text, images, associated files and reformatting. We currently have 198 *Reverberations* articles from 2009 to the present in the library. There is an index of teacher resource articles from old paper issues of *Reverberations* that will facilitate adding these articles to the library over time.

At this Meeting

- Focused conversation on differentiation within an article to help both experienced and newer teachers.
- Editing strategies for people who have great ideas but are not confident writers
- Article topics/writers that address the principles of Orff Schulwerk as described by Wolfgang Hartman in the Fall issue of *The Orff Echo*

Future Issues

- Stagger terms so two do not roll off at the same time

Social Media Subcommittee

David Row

Activity Since September 2019

- Online meetings held quarterly (Most recent July 2019). Daily communication through a closed/secret Facebook Group.
- Focus on Promoting National Conference in Salt Lake City
- Worked to add more followers to all social media accounts
- Increase the number of posts from different committees
- Reach out and connect with all committees to make sure issues are reaching membership through social media
- Discussed ongoing goals and initiatives
- Talked through New Priorities for 2019-2020 and into the future
- Talked through process of creating images in Canva, receiving approval for images, and usage of brand images and colors

- Each committee member was given a duty of connecting with one of AOSA's standing committees to be their Social Media liaison
- Each committee member was assigned a region of AOSA to reach out to local chapters to be their Social Media liaison
- Discussed priorities for National Conference
- New procedure: committee members contact and gather information and then create the appropriate images and captions. Once the committee has discussed through Facebook and made edits to the structure the posts will be scheduled by David

At This Meeting

Conference 2019 - Salt Lake City

BEFORE CONFERENCE

- Why attend conference videos
- Information about venue and city to entice people
- Steal idea from Kodaly about featured presenters and topics
- Ask Carrie for important conference dates - Call for Conference, deadlines for registration, early bird deadline, etc.
- Call for Conference through email blast
- Deadlines for registration

DURING CONFERENCE

- Pictures, videos, and regular updates about what's happening
- Remind people of opening/closing session
- Focus on awareness for all members who are not attending and documenting for those who did attend.
- TAKE PHOTOS to use throughout the year especially of people playing instruments (recorder, drum, unpitched percussion, and ukulele focus), diverse representation, corporate partners, and movement in sessions
- Video interviews with a variety of members about the benefits of conference/AOSA membership for priorities going forward.

Future Issues / Priorities

Orff Echo Priorities - Contact is Linda@aosa.org - David

- Quarterly Issues
- Per issue: SM Posts for Each Article
- Occasionally: Call for Articles
- Occasionally: Call for artwork, poetry, submissions for front cover and CODA page
- Call for Echo Editorial Board Members

Reverberations Posts - Contact is Marjie@aosa.org - Eric

- Once a month

- Per issue: Post for Each Article
- Occasionally: Call for Articles?

AOSA History Facts - Emily

- History about AOSA, founding, fun facts
- Current information about membership, students reached, organizational stats

Chapter Shares – All through regions

- History about local chapter, founders, membership, fun facts
- Chapter of Merit, Awards, local accomplishments
- Pictures from workshop, member accomplishments
- Ask Leadership to Tag us on SM

Needs of Organization – Various Committees

- Scholarships/Grants – Emily
- Fund Development - Emily
- Advocacy - Charissa
- Professional Learning Network - Jennifer
- Diversity Committee - Brandi
- Membership - Eric
 - Sharing more of “members only” content from AOSA website might help with this
 - Sharing things from conference might also help.

Push for Professional Development – PLN and Levels Courses

- Current Professional Learning Network series
- Levels Courses “Approved Teacher Education Courses”

I Am AOSA Videos

- 32 video snippets ranging from :08 to :23 from the Communications Committee
- Help others see our membership
- Eric has possible text/captions for each
- Need label for who is actually in the video

Industry Shout-outs

- Quick shout out and thank you to industry sponsors
- Help us connect with our vendors and give appreciation

History Subcommittee Report

Judith Cole, Past-President AOSA chair

Activity Since September 2019

- Nothing to report at this time

Advocacy Subcommittee

Charles Palella

Activity Since September 2019

- Met via Skype monthly since the last report, with the exception of October
- Developed calendar of Advocacy topics
- Currently developing posts related to each topic
- Social Media is now handling all postings for Advocacy
- All committee work is available online in a Google Drive

Future Issues

- Research current Advocacy needs of the membership
 - Working primarily on preexisting topics from the website's beginnings
 - Newer topics (i.e. Diversity and Inclusion) chosen based on interest
 - Data provided by Social Media research and NBT Chapter Report Summaries will provide the most accurate and relevant info to guide our actions

(Communications Committee report and summary on file)

FINANCE COMMITTEE (FIN)

Judith Thompson-Barthwell

Activity Since September 2019

- Approved the 2018 Audit
- Full language can be found in the 2019 November NBT Minutes

At this Meeting

- No meeting held

Fund Development Subcommittee

Judith Thompson-Barthwell

Activity Since September 2019

- Skype meetings Sept. 8 and Nov. 10
- Approved revisions to the “Did You Know...” campaign and sent to Social Media to be included in posts
- Decided on order of clinicians to ask for the 2020 Online Auction
- Discussed future paths to meet the goal of 25K by June 30, 2020

Future Issues

- Continue exploring paths for members/chapters to donate to Annual Fund

(Finance Committee report on file)

FINANCIAL ASSISTANCE COMMITTEE (FAC)

Jean Fox

Activity Since September 2019

- Sent previous year’s grant totals to Marjie Van Gunten to be put on the Scholarship and Grant pages of the AOSA website.
- Applications for grants and scholarships are being updated on the web site.
- FAC subcommittee created a google sheets document containing rubrics for awarding scholarships and grants. Shared with committee members for an initial review.
- Created a publicity hand-out to explain Grant and Scholarship opportunities to conference attendees. Hand out will be distributed at the Get Involved Fair on Friday, 11/22/19 at 2:45pm.

At this Meeting

- Full committee had the opportunity to review the rubric document created by the FAC subcommittee and approved that document to be ready for implementation this next March.
- Process for recording the information gathered from the rubric document was updated and the form on which we will record that information was approved to be implemented this next March.
- It was determined that the application deadline for this year will be extended to January 31st to allow for more time to update the new website.
- A discussion of ideas was held concerning AOSA’s long term goals for encouraging diversity within our organization and how we, as a committee, can support those goals.

Future Issues

- Revisit International Connections Grant application and evaluation process.
 - From the thoughts of the International Connections Committee the following will be considered in our discussion:
 - Grant will initially be for AOSA members only. Later, it could be expanded to include international teachers to travel to the USA.
 - NBT structure would be similar to the Research Grants. IC would review applications initially and then submit recommendations to the FAC for final approval.
 - Awardee would need to follow up with a reflection and a contribution to AOSA in terms of teaching what knowledge was gathered or submitting an article to the Echo or Reverberations.

(Financial Assistance report and summary on file)

LEADERSHIP DEVELOPMENT/NOMINATION COMMITTEE (LDN)

Desiree Coulson

Activity since September 2019

- Contacted NBT Nominees selected for the ballot.
- Contacted NBT Nominees not selected for the ballot.
- Prepared Candidate VITA for posting on the website and shared with Communications Director and Executive Director.
- Prepared a rough draft of the proposed future rubric for possible candidate selection.
- Updated the LDN Master Spreadsheet, added new nominees and made notes about those who were selected for the 2020 NBT ballot.
- Proofread the Google forms/applications for Distinguished Service Award and Grassroots Impact Award nominations.
- Updated the award application process on the website.

At this Meeting

- Reviewed the AOSA Ethics Statement
- Thanked committee members for their good work, time and efforts
- Discussed using a rubric for candidate selection-this was tabled until a specific list of NBT Candidate Qualifications has been completed and approved
- Discussed and updated specific qualifications needed for NBT candidates (NBT Candidate Qualifications Guidelines) from various guidelines and documents available to the committee
- Discussed using Google Form Applications for NBT positions

- Reviewed details for the LDN Table at the Professional Development Conference: “Get Involved Fair”
- Discussed updating and aligning the Candidate Initial Contact Guide, the Candidate Reference Call Guide and all other nomination guidelines to line up with the NBT Candidate Qualifications list when it is completed
- Discussed recommendations and ideas for developing leadership
- Discussed ideas about promoting and encouraging a more diverse and inclusive leadership both at the local and national levels

Future Issues

- Update all guidelines, forms and documents relating to the LDN Committee and nomination process
- Update the guidelines for announcing candidates and DSA and GIA Awardees
- Develop other ideas for procuring more potential candidates

(Leadership Development/Nomination Committee report and summary on file)

MEMBER RELATIONS COMMITTEE (MEM)

Karen Petty

Activity Since September 2019

- Continued editing of Song Selection Article and Checklist
- DI’s
 - Discussed DI’s request to include links to a song database
 - Decided this is not in line with the intent of the Song Selection article and checklist
 - Recommending multiple links with a disclaimer to be placed on the Diversity and Inclusion Matters webpage
 - Decided the Song Selection statement should be published first
 - Discussed the need to advertise the DIV scholarship
 - Encouraged EC to find ways to compensate for equity labor

At this Meeting

- Celebrated finalization of Song Selection Statement
 - Discussed next steps for dissemination
 - Publish as news on website – the letter and the statement as the article
 - Add underneath core values on the About page
 - Archive in the AOSA Resource Library
 - Add a link from DI Matters page back to statement

- Link in ME – what NBT has been working on
 - SM post once it is posted on the website
 - Include in President’s Message in *The Orff Echo*
- Discussed DI’s request for link to an existing database
 - Crafted language suggestion for multiple databases to be shared with DI at their meeting
- Prepared boards for Memory Hour
- Discussed communicating benefits to membership
 - Noted screencasts highlighting member benefits including AOSA App and website are waiting for completion of the updates to these
 - Noted there are still glitches in the membership form on the website / app

Future Issues

- Marketing strategies
- Recruiting new members
- Welcoming returning members
- Enriching longtime members

Diversity and Inclusion Subcommittee (DI)

Lorelei Batislaong

Activity Since September 2019

- Land Acknowledgement for conference opening ceremony approved
- Edits made to 1619 statement (to be shared at conference opening ceremony)
- HBCU/HSI database
 - Continued work on HBCU database
 - IJ to travel to Jackson State
- SLC Conference 2019
 - Scheduled events
 - Continued subcommittee concern about attendance at conference in order to continue committee work has resulted in Ruth boycotting SLC conference:
 - Labor done by marginalized groups are done without compensation. The subcommittee is not asking for paid compensation above providing help to attend conference.
 - One diversity scholarship to conference tokenizes BIPOC
- Edits to Diversity and Inclusion Matter website
 - Subcommittee recommends offering possible presenters the opportunity to speak with contact person. *Reasoning: Offering other modes of expression in the application process is more inclusive.*
 - Subcommittee recommends considering a video of teaching/applied classroom example. *Reasoning: Offering other modes of expression in the application process is more inclusive.*

- Subcommittee recommends AOSA be more proactive with contacting BIPOC presenters and local BIPOC presenters and performance groups to present at conference. *Reasoning: A presenter-driven application process does not encourage groups and presenters outside of AOSA to present and perform at conference because the current system naturally encourages those who are more likely to understand the conference acceptance procedures of AOSA. This excludes outside groups and those groups may represent diverse music-makers and teachers. We miss an opportunity to experience their perspectives and performances if we offer a single-entry point to present/perform at conference and expect others to change to fit our procedures.*
- Song database
 - Committee recommends placing Decolonizing the Music Room (DTMR) link in song selection article. *Reasoning: There is a need to make a list explicit to meet needs of all members.*
 - Committee recommends providing a written outline on song selection/repertoire taught during levels courses

Future Issues

- Continue work on edits to Diversity and Inclusion matter website

(Membership Committee report and summary on file)

PROFESSIONAL DEVELOPMENT RESEARCH COMMITTEE (PDR)

Josh Southard and Aaron Hansen

Activity since September 2019

- PDR:
 - Confirmed presenters for Discover Orff Schulwerk
 - DOS 2020 Team will be: Katie Traxler and Michelle McCarver
 - Waiting on confirmation from presenter for Explore Level II 2020
 - Determined conference schedule for PDR members to observe all PDR-related sessions
 - Confirmed two PLN series for Winter/Spring
 - Series 1 – January/early February 2019
 - Play, Sing, and Dance Book Study
 - Facilitators: Doug Goodkin
 - Series 2 – Spring 2020
 - Authentic Co-Curricular Integration
 - Facilitators: Katie Traxler, Marjie Van Gunten
- PL III:

- Paired mentees with mentors
- Invited current mentors to meet at AOSA National Conference in Salt Lake City during PL III meeting time to discuss future growth of Digital Mentor Program
- Created a list of possibilities for Meeting of the Minds 2020

At this Meeting

- Electronically determined conference schedule for PDR committee
- Confirmed upcoming PLN Series
 - Play, Sing, and Dance Book Study
 - January 13, January 27, February 24
 - Josh met with Doug Goodkin for breakfast to go over particulars and answer questions
 - Authentic Co-Curricular Integration
 - March 18, April 1, April 15
 - Josh met with Katie Traxler and Marjie Van Gunten to go over particulars and answer questions
 - Brainstormed possible presenters for Fall 2020 Technology PLN
 - Discussed PLN titled “Giving Voice to Marginalized Voices”
 - Josh and Aaron will talk with Brandi Pace about the direction of this PLN series
 - Josh and Aaron will talk with Anna to see how many past PLNs are being viewed from website
- Celebrated Mentor program and the work of the PL3 committee
 - 23 Mentor/Mentee pairs
 - Reviewed results of survey

Future Issues

- Earning college credit hours through PLNs, Orff Echo and Reverberations articles, Video Library

Orff Schulwerk Educational Programming Subcommittee Report (OSEP)

???

Activity since September 2019

At This Meeting

Future Issues

Post-Level III Subcommittee Report (PL3)

Amy Fenton

Activity since September 2019

PLIII Subcommittee:

- Meeting time set and confirmed for Salt Lake City 2019 conference
 - Meeting scheduled for Wednesday, November 20, 2019 from 8:00-9:30 p.m.
Mentors will be invited to attend at either 8:45 or 9:00 p.m.

Meeting of the Minds 2019

- Questions for the session were sent to the panelists
- Amy participated in a skype call with the panelists while they planned how they would respond to the questions posed
- PLIII committee planned how to run the session and assigned tasks to members of the committee

Digital Mentorship Program:

- **Updated Mentor/Mentee Applications via Google Form**
 - We added a prerequisite that potential mentees must have at least 1 year of teaching experience.

- **Updated the Digital Mentor Pairings document**
 - There is a google spreadsheet that allows us to keep all of the info on file of current and past mentors and mentees. There is a tab for each year.
 - On this list, we also have included mentors who are not available this year but would be interested for next year.
 - We had 30 mentee applications this year. One applicant was not eligible as she is a student. Three mentees were not placed as we have a shortage of mentors..
 - We had 4 new mentors join the program this year
 - 21 established mentors chose to continue mentoring this year. One of our mentors agreed to take two mentees.
 - 7 of our established mentors asked to take a break for this calendar year due to other obligations. All of them asked to be contacted again next year.

- **Placement of Digital Mentee Applicants**
 - We read through each of the mentee applications and brainstormed together the best placements to the skills of our mentor pool

- After the placements concluded, the PL3 chair emailed the mentors a copy of their mentee's application to ask them to look for any potential conflicts before mentees were notified of placements.
 - After mentors were emailed, mentee/mentor pairings were both emailed with contact information and a general timeline for guidance.
 - Two mentee applicants have not yet been placed as we are looking for a few additional mentors. They have been told that if we are successful, they will be assigned in January; if not, they will be on the top of the list for Fall of 2020.
- **Recruitment of Additional Mentors**
 - As we ended up having more mentee applicants than mentors, we brainstormed lists of possible mentors and have contacted them directly asking them to apply.
 - The committee will need to continue to brainstorm ways in future years to ensure that we can match the demands of mentees to mentors.
- **Updated the Digital Mentor Facebook Page**
 - Added new mentors to the Facebook page
- **Letter to Administrators**
 - An advocacy letters was written by Jennifer Patterson and approved by the committee. This letter will be sent to our new mentees for them to pass along to their administrators.
- **Digital Mentor Meeting**
 - Questions for the meeting were chosen
 - Email invitations were sent to mentors asking for them to RSVP
 - 16 mentors have RSVP'd to attend

At this Meeting

- **Review PL3 obligations and assigned tasks for this conference**
 - Wednesday, November 20, 2019 8:00-9:00 p.m. Ballroom A - PLII Committee Meeting
 - Wednesday, November 20, 2019 9:00-9:30 p.m. in Ballroom A - Mentor Meeting
 - Sarah Fairfield will scribe
 - Saturday, November 23, 2019 10:30-11:45 in Ballroom G - Meeting of the Minds Session
 - Job Assignments include:
 - All PLIII members arrive 15-20 minutes early to set up

- Amy will introduce panelists
 - Chris will ask the questions
 - Sarah will time and give panelists minute warnings
 - Diana will take notes during the session
 - Chris or Jennifer will field questions at the end of the session
 - Sarah will send thank you notes to panelists
- **Meeting of the Minds 2020**
 - If the Executive Committee confirms choice of topic and panelists, we will continue to develop the theme with essential questions
 - **Review the Post Level III Committee Job Description and Timeline**
 - Make changes as needed
 - **Digital Mentorship Program**
 - Review the AOSA Digital Mentorship Program webpage and the documents posted on it to make any changes needed
 - **Set meeting date for next Skype**

Mentor Meeting

- Discussion with the Mentors regarding the AOSA Digital Mentorship Program
 - Video portion of the communication - is it working, do you need help?
 - Share the Vimeo directions
 - What is working?
 - What is not working?
 - How can we help you?
 - What other ways can we (the PLIII Committee) support you and your mentee?
 - Vision: What would an ideal digital mentorship program look like?
 - For experienced mentors: What do you wish you would have known going into the mentoring program as a new mentor?
 - Do you have ideas to encourage potential mentors to apply?

Future Issues

Meeting of the Minds 2020

- Continue to develop a list of questions for the session
- Contact panelists for the session

Digital Mentor Program

- Review and update the mentor and mentee applications

- Add a question to both the Mentee and Mentor Applications to indicate the type of school setting in which they teach: Charter, Private, Independent, Inner City, Rural, Title 1, Other (need to ask Carrie if there is a preferred wording)
- Added a box to check if the mentee is a second-year applicant
- Identify any potential new mentors for the remaining unassigned 2019 mentees
- Discuss ways to keep encouraging and recruiting mentors for the digital mentor program
- Create a possible resource lists for mentors to use with their mentees

Research Interest Group Subcommittee Report (RIG)

Michael Chandler

No report at this time

(Professional Development and Research Committee report and summary on file)

REGIONAL REPRESENTATIVES COMMITTEE (RR)

Michelle Przybylowski

Activity since September 2019

- Chapter Leadership Resource Center: Continuing to update to current CLE
- Discussion regarding SLC 2019 Advisory Board I and II Sessions format
- Chapters Celebrating Milestone Years
- Chapter Recognition Program

At this Meeting

- SLC 2019 Advisory Board I and II Sessions format
 - I: Implement questions prompts from 2019
 - II:
- Presidents Thank you Letter: Form letter
- Banner Roll Call -Review the procedure
- Chapter Donation. Encouraging Chapters to donate – Collecting data of donations
- Sensitive Issue Protocol – remind Chapter Presidents to contact their Regional Rep and/or Headquarters for guidance when sensitive issues come in at chapter meetings
- Chapter Recognition Program – voted to focus the program on national membership along with turning in required paperwork. New program consists of:
 - Wildflower Award – any chapter turning in all the required paperwork plus gains one or more national members

- Gold Award – any chapter turning in all the required paperwork plus 100% national membership
- Some chapters could be eligible for both awards

(Regional Representatives Committee report and summary on file)

ADJOURNMENT

The meeting was adjourned at 4:24 p.m. on Wednesday, November 20, 2019. Moved by Malia Walter; seconded by Desiree Coulson. Motion passed.

FUTURE MEETING DATES

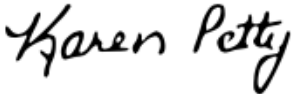
March 6-7-8, 2020 – TBD

September 18-19-20, 2020 – TBD

November 11, 2020 – Kansas City, MO

March 5-6-7, 2021 – TBD

Respectfully submitted,



Karen Petty
Recording Secretary, AOSA