

**AOSA National Board of Trustees Meeting  
Dallas, Texas  
September 16-17, 2023**



**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 Josh Southard called the regular meeting of the NBT of the American Orff-Schulwerk Association (AOSA) to order at 8:07 am on September 16, 2023.

Present at the meeting were:

Executive Committee:

Josh Southard – President

Patrick Ware – Vice President Elect

Manju Durairaj – Vice President for Diversity, Equity, Inclusion, and Access

Victor Lozada – Interim Vice President Elect for Diversity, Equity, Inclusion, and Access

Kathy Hummel – Recording Secretary

Karen Petty – Treasurer

Trustees:

Dan Gullick and Fauna Woolfe, Region I

Armando Campos and Nora Golden, Region II

Jeaneau Julian and Natasha Thurmon, Region III

Heather Klossner and Michele Sampson, Region IV

Karin Prouty and Matthew Stensrud, Region V

Melissa Marotta and Katie Settleberry, Region VI

AOSA Executive Director:  
Tiffany English

## **LAND ACKNOWLEDGEMENT STATEMENT**

President Southard read the following statement.

“As we gather here today, AOSA respectfully acknowledges that we are on the lands originally settled and occupied by the Caddo, Wichita, and Comanche people as well as nomadic tribes such as the Comanche and Kiowa, and ancestral tribes including the Arkikosa, Atakapa, Karankawa, Tawakoni, and others. We recognize the legacy of colonization and the harm caused by the forced removal of Indigenous people from these lands. AOSA benefits from the contributions of the peoples whose lands we now stand upon, and is committed to the ongoing support for the cultures that are essential to our community.”

## **READING OF THE ETHICS STATEMENT**

President Southard 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 our differences and our similarities.”

## **SETTING THE AGENDA**

**Motion 2024-03:** Patrick Ware moved that the agenda be amended as follows: switch the order of Leadership Development and Nominations Forum and Diversity, Equity, Inclusion and Access. Dan Gullick seconded the motion. (motion carried)

**Motion 2024-04:** Heather Klossner moved to accept the consent agenda. Melissa Marotta seconded the motion. (motion carried)

This ratified the following electronic motion:

**Motion 2024-01:** The Leadership Development and Nominations Committee moves that the Grassroots Impact Award for 2023 be awarded to Mary Ann Fritz.

*Rationale: The Grassroots Impact Award is awarded to recognize and honor those who have supported the mission of AOSA through exemplary service at the local and regional levels.*

The following motion was approved by the consent agenda:

**Motion 2024-02:** The Executive Committee moves to approve the American Orff-Schulwerk Association National Board of Trustees June 3, 2023 Virtual Meeting minutes as submitted.

*Rationale: The National Board of Trustees of the American Orff-Schulwerk Association met virtually June 3, 2023. The minutes submitted for approval reflect the content and events of that meeting effectively and entirely.*

## **STRATEGIC PLANNING**

Tiffany English led the NBT in a discussion of what a highly performing team looks like and to identify what are the common grounds for success. The NBT moved into groups to discuss strengths, weaknesses, opportunities and barriers to assess where we are as an organization and where we want to go.

## **LEADERSHIP DEVELOPMENT and NOMINATIONS FORUM**

The NBT participated in a discussion session regarding leadership development and candidate selection for the November 2023 election.

## **DIVERSITY, EQUITY, INCLUSION AND ACCESS**

Manju Durairaj and Victor Lozada led the NBT in activities about understanding our identity and potential blind spots, and the barriers and bridges to creating meaningful change, and reviewed the meaning of diversity, equity, inclusion and access.

## **PROCEDURES**

Josh Southard led the NBT in a review of their Job Descriptions, reviewed the updated document approval protocol, and reviewed NBT conference responsibilities.

## **COMMITTEE REPORTS AND MEETING SUMMARIES**

### **EXECUTIVE (EC) COMMITTEE**

Josh Southard

### **Activity Since Last Meeting (March 2023 - August 2023)**

#### **Meetings/Staff/Personnel**

#### **Organizational Priorities**

- Budget
- Election

Celebrated the newly elected NBT members.

Region I – Fauna Woolfe

Region II – Nora Golden

Region III – Natasha Thurmon  
Region VI – Katie Settleberry  
President-Elect – Patrick Ware  
Treasurer – Karen Petty

- Appointed Victor Lozada as Interim President-Elect DEIA.
- Passed Referendum to update the Articles of Incorporation and Code of Regulations.
- Dissolved Communications and Special Initiatives committee.
  - Reassigned NBT members to different committees.
  - Plan to give the Finance committee a larger overall role.
- Formed Chapter Acknowledgement and Recognition Subcommittee (CARS).
- Formed Search Committee to appoint National Conference Chairs for Des Moines, IA.
  - Appointed Rosemary Pilonero and Lisa Hewitt as NCC's for Des Moines.

#### Executive Committee Work

- Appointed all new subcommittee members and notified chairs.
- Appointed Aaron Hansen and Nathan Kelley as Local Conference Chairs for Des Moines, IA in 2024.
- Planning EC Retreat in February 2024 in Indianapolis, IN.
- Assisted Chapters in need of guidance and support for their board members.
- Manju and Victor worked with the Crisis Response Team in response to a Crisis Response form being filled out.
- Josh, Patrick, and Tiffany met with the leadership of Carl Orff Canada.
  - AOSA and COC will return to meeting over Zoom and at each other's conference for the North American Alliance.
- Patrick began reaching out to South American Orff organizations with hopes of including them.

#### Special Projects

- Planned a Back to School Cash fundraiser
- Opened up new merchandise store with options to update and make continuous

#### Executive Director's Report

- Moving all AOSA files from Box to Google Drive.
- Completed and posted AOSA Highlight Video.
- Met with Insurance adjuster to make sure AOSA's insurance policies are accurate and appropriate.
- Sent thank you notes to The Campbell Foundation for their \$10,000 donation.
- Finished Des Moines negotiations for 2024 conference.
- Finalized September NBT Meeting Logistics.
- Updated NBT Handbook.
- Attended the IOSFS convention.
- Recorded Robert's Rules of Order video for chapter leaders.
- Finalized budget for NBT review.
- Assigned NBT members to host sessions at conference.
- Working with a group of teachers wanting to start a new chapter in Eastern TN.

#### At This Meeting

- Updated the approval protocol for documents.

- All documents are to be created in google drive.
- EC will comment on the document.
- Final edited document will be approved by EC.
- Discussed a chapter issue.
- Reviewed and edited motions.

### **Future Issues to Study**

- Continue moving forward with DEIA work, updating training modules, and working with HBCUs.
- Fundraising ideas and financial health for AOSA.
- Including South American Orff Organizations into the NAA (possibly renaming).
- Explore ways to give further credit to Keetman for her contributions to the Schulwerk.
- Orff Teacher Education Levels courses in Spanish.
- Study the onboarding process for new NBT members.

### **INTERNATIONAL CONNECTIONS (IC) SUBCOMMITTEE**

No report

### **NORTH AMERICAN ALLIANCE COMMITTEE**

No report

### **ALLIANCE FOR ACTIVE MUSIC MAKING (AAMM)**

No report

(Executive Committee Report and Summary on file)

### **CHAPTER RELATIONS (CR) COMMITTEE**

Dan Gullick, Fauna Woolfe

### **Activity Since Last Meeting (March 2023-August 2023)**

- Created [Unified Fee Structure Infographic](#).
- Held Chapter Leadership Virtual Meetings in April and August.
- Created Chapter Acknowledgement and Recognition Subcommittee.
- Updated Chapter Relations Job Description.
- Merged the Chapter Assistance Program and the Chapter Mini Grant into one program.
- Created policies and procedures for chapter outreach.
- Reviewed Chapter Reports and the Chapter President's Report.
- Sent updated Ambassador Program slide created by Member Relations to chapter leaders about the benefits of AOSA membership.
- Supported chapters as needed.

### **At This Meeting**

- Created a timeline for the release of the DEIA Modules to Chapter Leaders.
  - Modules will be sent October 16, 2023.
  - DEIA VP will retain the DEIA Module completion information.
  - CR will send the confirmation letter to the board member.

- Chapter Awards will be based on completion of the modules by all chapter board members by June 30, 2023.
- Modules need to be completed by new board members each year.

### **Future Issues to Study**

- Review Chapter Recognition Program.

## **CHAPTER ACKNOWLEDGEMENT AND RECOGNITION (CARS) SUBCOMMITTEE**

### **Activity Since Last Meeting**

- Created Google Nomination Form for Chapter and Member Recognition.

(Chapter Relations Committee Report and Summary on file)

## **CURRICULUM AND INSTRUCTION (CI) COMMITTEE**

Dan Gullick, Matthew Stensrud

### **Activity Since Last Meeting (March 2023 - August 2023)**

- Discussed AOSA 2 week free membership for Levels students.
- Discussed offering Digital Badges for Courses.
- Discussed apprenticeships beginning as a Level II or Level III teacher.
  - Recommended amending the handbook that Basic TE's only need to teach Level I one time before being able to submit paperwork to teach Level II.
- Discussed the Ambassador Program and how to get more AOSA members from levels courses.
- Reviewed CORS Curriculum Update.
- Discussed creating Independent Study Units for Teacher Educators to provide Professional Development for curriculum outcomes that are more involved to teach, such as modes, improvisation over chord changes, etc.
- Discussed providing course evaluation forms for Master Classes.
- "Do You Want to be a TE?" informational meetings regarding the apprenticeship process.
  - Secured Panel Members for the virtual meeting on September 10, 2023 and session at conference.
  - Created registration form and graphic for social media and sent to the Communications Director.
- Updated Apprenticeship guidelines and rubrics.
- DEIA Modules
  - Sent emails to all TEs regarding completion of the DEIA Modules.
  - Decided that Apprentices will take the modules prior to serving the in-person apprenticeship of Phase III.
  - Updated DEIA letter for modules.

### **At This Meeting**

- Reviewed recommendations from CTED for 2024 Conference.
  - Ensured there were no common names for CTED/OSEP.
  - Created an updated procedure for the 2025 session selection process.
  - Made recommendations to CTED for 2024.

### **Future Issues to Study**

- Review of Course Director and Teacher Educator Handbooks with a DEIA lens.
- How to increase membership from levels participants.
- How to update or modify how courses are offered to meet more needs.

### **CURRICULUM OVERSIGHT AND REVIEW (CORS) SUBCOMMITTEE**

#### **Activity Since Last Meeting**

- Updated CORS JD.
- Completed Curriculum Update Recommendations that were also reviewed by the Review Teams.
- Created “working documents” for Level I, II, III for Basic, Movement, and Recorder.
- Created a style guide for the updated documents.
- Divided tasks among CORS members for first drafts to be completed by September 24, 2023.

#### **Future Issues to Study**

- Updated Resources to support the “hows” of the curriculum. Documents exist for Recorder and Movement but must be reviewed and made available.
- Professional Development for Teacher Educators both at conference and remote.

### **CONTINUING TEACHER EDUCATION DEVELOPMENT (CTED) SUBCOMMITTEE**

#### **Activity Since Last Meeting**

- Discussed names for CTED 2024 for movement and Basic II/III.
- Sent chair of CI a list of names and rationale for movement and Basic II/III.

#### **Future Issues to Study**

- New role of creating digital content for TE’s.

### **BASIC TEACHER EDUCATOR ASSESSMENT PANEL (BTEAP)**

#### **Activity Since Last Meeting**

- Reviewing TEAP materials as sent by PDD.

### **MOVEMENT TEACHER EDUCATOR ASSESSMENT PANEL (MTEAP)**

#### **Activity Since Last Meeting**

- Welcomed new member and provided links to Job Description, Movement Guidelines and Rubric.
- Discussed written material.
- Discussed the time commitment involved throughout the year, mostly December and February.
- Discussed the discrepancy between the Guidelines and the Rubric about how many years an applicant must teach children after completing Level III.
- Discussed the length of time adult teaching experiences should be.
- Reviewing TEAP materials as sent by PDD.

### **RECORDER TEACHER EDUCATOR ASSESSMENT PANEL (RTEAP)**

No report

(Curriculum and Instruction Committee Report and Summary on file)

## **FINANCE (FIN)**

Karen Petty

### **Activity Since Last Meeting**

- Reviewed FIN JD and committee purposes.
- Reviewed draft of financial policies for approval at NBT meeting.
- Discussed Keetman Boutique \$500 designated profit and whether to designate this to the Diversity Outreach Scholarship.
- Discussed ideas for fundraising initiatives from outside our membership.

### **At This Meeting**

- Reviewed Account Balances (as of September 12, 2023).
- Discussed and developed a policy to help chapters with IRS fees and added this into the AOSA Financial Policies and Procedures document for NBT approval.
- Discussed Keetman Boutique Funds and decided to designate the \$500 from the Boutique proceeds for the Diversity Outreach Scholarship and increase that scholarship to \$1500 (\$500 from Boutique, \$1000 from Keetman Fund).
  - Discussed the possibility of signage for direct donations to this scholarship and/or others, or possibly using a QR code at conference.

### **Future Issues to Study**

- New fundraising initiative ideas.
- Grants and new fund sources.

## **FUND DEVELOPMENT**

### **Activity Since Last Meeting**

- Reviewed Fund Development Job Description (JD).
- Reviewed duties and discussed Financial Giving challenges for the year.
  - Giving Tuesday (Tuesday before Thanksgiving).
  - 5K Fun Run
    - Changed timing to the fall beginning in 2024.
  - Workshop Bid-Off
    - Selected ten clinicians.
- Suggested ideas for Annual Giving Campaigns.
  - Back-to-School Bucks
  - AOSA Swag sales
  - AOSA Membership Monthly Subscription in addition to the 3-year and 1-year.
- Brainstormed alternative ways to develop funds.

(Finance Committee Report and Summary on file)

## **LEADERSHIP, DEVELOPMENT, AND NOMINATIONS (LDN) COMMITTEE**

Armando Campus, Jeaneau Julian

### **Activity Since Last Meeting**

- Contacted references for members who applied for an NBT or EC position.



- Prepared roundtable discussion packets with all references and member applications.
- Discussed how to collect voting data, either electronically or on paper..

### **At This Meeting**

- Compiled voting results.
- Prepared letters to be sent to candidates moving forward and those not moving forward.

### **Future Issues to Study**

- Prepare candidate profiles and headshots for submission to the Communications Director for the ballot and voting at conference.

(Leadership Development/Nomination Committee Report and Summary on file)

## **MEMBER RELATIONS (MR) COMMITTEE**

Kathy Hummel, Melissa Marotta

### **Activity Since Last Meeting**

- Reviewed and discussed Instagram posts.
- Nominated Sarah Deal for Social Media.
- Created monthly Membership Essentials.
- Revised Ambassador Program and Talking Points for levels courses.
- Created a single slide Ambassador Program for chapter use.
- Prepared *Time for Remembrance* slides for the Opening Session.
- Transferred Industry Service Award to LDN

### **At This Meeting**

- Planned A Time For Remembrance session at conference.
- Decided to create a membership survey to determine future programming.

### **Future Issues to Study**

- How to attract Levels students to AOSA membership.

## **GRANTS AND SCHOLARSHIP REVIEW PANEL (GSRP)**

### **Activity Since Last Meeting**

- The AOSA Grants and Scholarships Review Panel reviewed all of the applications for the Diversity Outreach Scholarship and ranked the candidates before our meeting to select the recipient of the scholarship.

## **HISTORY (HIS) SUBCOMMITTEE**

### **Activity Since Last Meeting**

- Created a succinct, factual statement about Carl Orff during the Nazi period.

### **Future Issues to Study**

- Updating the AOSA Timeline

(Membership Relations Committee Report and Summary on file)

## **PROFESSIONAL DEVELOPMENT/RESEARCH (PDR) COMMITTEE**

Karin Prouty, Michele Samson

### **Activity Since Last Meeting**

- Finalized Fall PLN. Advertisements sent to Communications Director.
  - Series Entitled: Singing in the Schulwerk: Creative Ways to Incorporate the Voice in Your Orff Schulwerk Classroom
    - September 27, 2023: William's Song: Merging Children's Literature with Song by Jessica Grant
    - October 4, 2023: Active Vocal Technique for Young Singers by Lisa Blasi Lo
    - October 11, 2023: Singing with Joy: Uniting Choral Singing and Orff Philosophy
- Issued ISU certificates (over 400 total certificates since beginning).
- Researching and creating new ISU topics.

### **At This Meeting**

- Determined the structure of a year of PLNs will be as follows:
  - Fall: Traditional PLN with clinicians who apply with a common theme
  - Winter: Book Study
  - Spring: A Q&A with a master OS practitioner
- Placed a pause on creating ISUs until we have more content on our website to draw from and until we have a definitive answer to how many ISUs there are in total.

### **Future Issues to Study**

- Find out how many ISUs have been created and create a list so we don't unintentionally overlap content.
- Assess the data on how many people are accessing the content.
- Update JDs for Virtual Programming and OSEP

## **DIGITAL MENTORSHIP (DMS) SUBCOMMITTEE**

### **Activity Since Last Meeting**

- Updated the JD and shared it with the committee for review.
- Collected data from Mentor and Mentee Reports (2022-2023) for review.
- Paired Mentors and Mentees.

## **ORFF-SCHULWERK EDUCATIONAL PROGRAMMING (OSEP) SUBCOMMITTEE**

No report

## **RESEARCH TO PRACTICE (RTP) SUBCOMMITTEE**

### **Activity Since Last Meeting**

- Reviewed 12 proposals for the Digital Research Poster Session and accepted 9 of them for the Poster Session.
- Updated the Webliography

## **VIRTUAL PROGRAMMING (VPS) SUBCOMMITTEE**

No report

(Professional Development / Research Committee Report and Summary on file)

## MOTIONS

### FINANCE

**MOTION 2024-05:** The Finance Committee moves that AOSA Finance policies and procedures be adopted.

*Rationale: To update AOSA's financial policies to current practices.*

**MOTION 2024-06:** The Finance Committee moves that the \$500 from the AOSA Boutique be designated for the Diversity Outreach Scholarship.

*Rationale: AOSA awards monies to provide financial support to teachers from diverse populations or people of color to attend the AOSA Professional Development Conference.*

### LEADERSHIP DEVELOPMENT AND NOMINATIONS

**MOTION 2024-07:** The Leadership Development and Nominations Committee moves that the following candidates be placed on the ballot for November 2023 NBT Election:

Region 1 Sarah Fairfield and Elisabeth Crabtree  
Region 2 Joseph Gershin and Sue DeHart  
Region 4 Crystal Briley and Carrie Cruz  
Region 5 Sarah Williams and Johanna Abell  
Secretary Dan Gullick and Malia Walter  
VPDEIA Elect Martha McCabe and Victor Lozada

*Rationale: This year's National Board of Trustees election process is designed to ensure the continuation of representatives from Regions 1, 2, 4, and 5 and the offices of Secretary and Vice President Elect of Diversity, Equity, Inclusion, and Access.*

### MEMBER RELATIONS

**MOTION 2024-08:** The Member Relations Committee moves to disburse \$1400 from the Diversity Outreach Scholarship Fund to Jeannyvett Colon to attend the AOSA National Conference in Albuquerque, New Mexico.

*Rationale: AOSA awards monies to provide financial support to teachers from diverse populations or people of color to attend the AOSA Professional Development Conference. This award is given in September at the recommendation of the Member Relations Committee.*

### CLOSING SONG

President Southard led the NBT in singing *Call Down a Blessing*.

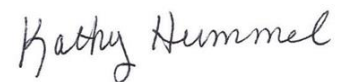
### ADJOURNMENT

Patrick Ware moved that the meeting be adjourned, Karin Prouty seconded. Motion approved. The meeting was adjourned at 10: 35am on Sunday, September 17, 2023.

**FUTURE NBT MEETING DATES**

|                     |                 |
|---------------------|-----------------|
| November 1, 2023    | Albuquerque, NM |
| March 1-2-3, 2024   | PENDING         |
| Sept 13-14-15, 2024 | PENDING         |
| November 13, 2024   | Des Moines, IA  |

Respectfully submitted,



Kathy Hummel  
Recording Secretary, AOSA