

AOSA National Board of Trustees Meeting

Virtual via Zoom

November 7, 2020



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 11:40 a.m. on November 7, 2020.

Present at the meeting were:

Executive Committee:

Lisa Hewitt – President

Michelle Fella Przbylowski – Vice President

Kristen Faust – Vice President for Diversity, Equity, and Inclusion

Kathy Hummel – Recording Secretary

Judith Thompson-Barthwell – Treasurer

Regional Representatives:

Aaron Hansen and Kelly Whisinnand, Region I

Malia Walter and Rachel Bergeron, Region II

Christopher Giles, Region III

Rosemary Pilonero, Region IV

Nick Wild and Lori Arner, Region V

Kateri Miller and Deb Navin, Region VI

AOSA Executive Director:
Carrie Barnette

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 our difference and our similarities.”

SETTING THE AGENDA

APPROVAL OF SEPTEMBER BOARD MEETING MINUTES

Motion 2021-01

The Executive Committee moves to approve the American Orff-Schulwerk Association National Board of Trustees September 2020 Fall Meeting minutes as submitted.

Rationale:

The National Board of Trustees of the American Orff-Schulwerk Association virtually via Zoom on September 19. The minutes submitted for approval reflect the content and events of that meeting effectively and entirely.

ORGANIZATIONAL UPDATE

- Current membership: 3,112
 - down from 3,795 in early March 2020– 10% drop
 - Marketing push on social media and via email to begin November 15.
- Virtual Symposium
 - registration: 321 paid + 53 comped = 374 total participants
 - Budget: need 450 paid registrations to meet budget
 - Marketing push on social media and via email through November 11.
 - Sponsorships: \$6,750, have been very supportive, willing to do what we need.
- Ad Hoc Committee
 - Met by-weekly since August preparing for the work ahead.
 - Reviewed AOSA Organizational Documents

- Reviewed the parameters they have to work with: Ohio non-profit requirements, AOSA budget, requirements for board members, chapter requirements.
- Reviewed three potential board models: skills based, representative based, hybrid.
- Divided into two working groups
 - To determine the structure of the board and the skills needed.
 - To determine the recruitment, election, and leadership training process.
- Kristen Faust is working with Nicole Robinson reviewing the policies across the organization making sure that all the language reflects a culture of belonging.

VIRTUAL SYMPOSIUM WORK SESSION

- Reviewed the AOSA Virtual Symposium 2020 Zoom Presenting Team document.
 - Carrie explained the roles of Presenter, Host, Monitor, and Tech person.
 - Final document will be ready Friday morning.

COMMITTEE REPORTS AND MEETING SUMMARIES

EXECUTIVE (EC) COMMITTEE

Lisa Hewitt

Activity Since Last Meeting: September 19, 2020

Meetings/Staff/Personnel

- Conducted bi-weekly virtual meetings
- Edited and approved AOSA publications & communication documents
- Edited and approved bi-weekly EC summaries to be shared with NBT and staff
- Reviewed committee reports before NBT meeting, looking for overlap of topics/responsibilities, lack of progress, concerns, etc.
- Discussed ideas from NBT meeting and how to implement
- Approved Grants and Scholarship Review Panel appointments
- Approved DI Subcommittee presenting Closing session for the Symposium
- Discussed budget to present to NBT later for approval
- Approved September NBT minutes
 - Reviewed September 2020 minutes & shared with NBT for approval at the November meeting

Conference 2020 postponed due to COVID - 19

- **2020: Virtual Symposium**
 - Updated and finalized Welcome script
 - Rescheduled DSA and GIA presentations
 - Finalized NBT virtual meeting schedule
 - Discussed Diversity and Inclusion presenting the closing session
- **2021: North Charleston, SC**

- Discussed and finalized Conference Session Application Review Panel
- Discussed plans for the President's Panel as well as other panels being held in a PLN format after conference
- **2022: Kansas City, MO**
 - Logistics going well

Committees – *Due to COVID-19, standing committees of the NBT did not meet during the November NBT virtual meeting. Each committee chair shared current work and is listed below.*

- **Committee Chair Meeting** was held 3 weeks prior to the virtual NBT meeting, led by President Lisa Hewitt
- **Chapter Relations**
 - Collected and discussed results from Diversity and Inclusion survey for Chapter Leadership
 - Collected and discussed results from AOSA COVID survey for Chapter Leadership
 - Follow up on missing Financial Reports in progress
 - Submitted Chapter Registration Template for publication
 - Discussed a Chapter Mentoring program
- **Communications**
 - Explored a Podcast Platform-discovered a free platform
 - Scheduling Podcasts
 - Discussed establishing a subcommittee, Targeting College Students:
 - Explore a means to improve communication among members in addition to the website, App, Social Media, and email.
- **Curriculum and Instruction**
 - Completed update of all apprenticeship guidelines and rubrics, reflected content changes to Movement and consistent point scales in all rubrics
 - Finalized plans for virtual TE roundtable format and assignments
 - Communicate to PDD regarding formatting on apprenticeship docs
- **Finance Fund Development**
 - Organizing a working list of possible clinicians for the Online Auction
 - Coordinated a list of donation reminders with SM throughout the year
 - Coordinated publishing the list of Donation Levels, "Make a Gift," for 2020-2021 on the Public Side of the website
 - Organized recipe responses of the AOSA Cookbook fundraiser to be published in November
- **Leadership Development and Nominations**
 - Completed all phone calls and mailings for candidates
 - Completed Candidate profiles have been sent to Marjie for website publication
 - Completed Google form to be sent to all candidates for each to submit a 1-minute video introducing themselves and answering one given response from their application - Deadline December 1 for Virtual Event December 7
 - Communicated 2020 DSA and GIA Awards will be handled by Carrie with Google Forms ready for 2021 to go in November's CLE/ME
 - Communicated 2020 Get Involved Fair will be handled by MEM and Social Media

- Collected feedback from the 2020 Candidate Forum and sent to EC
- **Member Relations**
 - Identified the following groups to create targeted programs for: college students, new teachers, retirees, international members, higher education teachers, members looking to become clinicians, members looking for leadership roles in AOSA.
 - Identified possible programs for targeted groups.
 - Discussed resources to support networking events and programs.
 - Discussed adding a subcommittee focused on the programming needs of college members.
 - Created a slide presentation for "A Time of Remembrance" for December conference events.
- **Professional Development and Research**
 - Celebrated another successful series of PLN entitled "Navigating the Seas of Teaching and TEChing in 2020"
 - Planning a special January PLN to focus on the AOSA website
 - Planning the Spring PLN series to focus on diversity and inclusion
 - Working to create a Google form for topics of future PLNs
 - Continuing work on the online Orff Journey document

Marketing/Website

- Continued to work with Proclaim regarding app and website development

President:

- 2020 Virtual Symposium
 - Collaborated with the Executive Director, and Vice President of DEI regarding the Welcome Ceremony
 - Communicated with 2020 DSA recipients to reschedule presentation
 - Communicated with international presenters for Come Together
 - Finalized Welcome script
- Communicated with the Past Presidents about the NBT September Board meeting
- Communicated with Linda Hines, Echo Editor, about the President's message for Winter
- Wrote the President's Winter message of the Orff Echo
- Reminded committee chairs to submit summaries 2 weeks following September meeting
- Reviewed and edited minutes from the September NBT meeting
- Planned agendas for the bi-weekly virtual meetings with the Executive Board
- Reminded Committee Chairs to request reports from subcommittees and prepare reports 2 weeks before the November NBT meeting
- Monitored social media pages
- Worked with Executive Director to create a format for virtual NBT meeting in November
- Created the schedule for the virtual November NBT meeting
- Worked on agenda for November NBT meeting with Executive Director
- Shared the schedule for the virtual meeting in November with EC for approval, then NBT
- Prepared the agenda for the Committee Chairs virtual meeting in October

- Met with the Committee Chairs to prepare for the November meeting looking for any crossover work, and hear questions or concerns about on-going work by committees
- Attended the virtual session on Keetman by the IOSFS (Forum)
- Created the EC initial Report for EC to edit for submitting for the November NBT meeting
- Made the following appointments to the newly formed Grants and Scholarships Review Panel:
 - I appoint **Pam Yanco** to serve on the AOSA Grants and Scholarship Review Panel effective September 19, 2020 through June 30, 2023, chair 2020 - 2023.
 - I appoint **Desi Coulson** to serve on the AOSA Grants and Scholarship Review Panel effective September 19, 2020 through June 30, 2023.
 - I appoint **Anielka Silva-Berrios** to serve on the AOSA Grants and Scholarship Review Panel effective September 19, 2020 through June 30, 2023.
 - I appoint **Crystall Briley** to serve on the AOSA Grants and Scholarship Review Panel effective September 19, 2020 through June 30, 2022.
 - I appoint **Charissa Duncanson** to serve on the AOSA Grants and Scholarships Review Panel effective September 19, 2020 through June 30, 2022.
- Updated and shared the AOSA Subcommittee List in Box and for the website
- Reviewed and edited publications for the Orff Echo and Reverberations
- Created Google Form for NBT committee chairs to share the work of their committees without sending a Report due to no committee meetings at the virtual meeting
- Discussed Next Steps for Ad Hoc Committee with Executive Director to prioritize work

At This Meeting:

- Virtual Symposium details and assignments for NBT members
- Updates from the Ad Hoc Committee
- Strategic planning discussion based on results of September meeting

Future Issues to Study:

- 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 for sessions (Finance Subcommittee)
- Growing Membership
- Cultivate relationship with The International Orff-Schulwerk Forum Salzburg and sister organizations in the United States
- Cultivating a culture of belonging

MOTIONS: None

CHAPTER RELATIONS (CR) COMMITTEE

Malia Walter

At This Meeting:

- Collected and discussed results from Diversity and Inclusion survey for Chapter Leadership
- Collected and discussed results from AOSA COVID survey for Chapter Leadership
- Follow up on missing Financial Reports in progress
- Submitted Chapter Registration Template for publication
- Discussed a Chapter Mentoring program

Future Issues to Study:

- Are chapter membership numbers being skewed?
- Spring Presidents' and Treasurers' Meetings
 - Add a poll to Chapter Presidents about membership structuring within the Spring meeting

COMMUNICATIONS (COM) COMMITTEE

Mandy Gunter

CURRICULUM AND INSTRUCTION (CI) COMMITTEE

Nick Wild, Meg Tietz

At This Meeting:

- Reviewed and approved MTEAP revisions to Apprenticeship Guidelines and Rubric
- MTEAP revisions edited and reformatted, and submitted to EC for final approval and publication
- Agreed on timeline to propose similar changes to BTEAP and RTEAP documents based on apprenticeship and subcommittee calendars
- Finalized format and guiding questions for TE Roundtable discussion on AOSA Song Selection Statement at Virtual Symposium
- Confirmed assignments for tasks and responsibilities at Virtual Symposium
- October 25 follow-up: performed test run of CI sessions to troubleshoot potential issues and ensure familiarity with virtual platform and assignments

Future Issues to Study:

- Protocols and considerations for subcommittee appointments
- Possible expansion of CTED offerings in terms of both content and presenters
- Gather status updates from Basic TEs similar to Movement and Recorder
- Consider reflections from TE summit that may inform CI and subcommittee work
- Ideas, guidelines, and expectations for additional supplemental course offerings
- Continue review and updating of supplemental curriculum resources to include Recorder and Basic

LEADERSHIP, DEVELOPMENT AND NOMINATIONS (LDN) COMMITTEE

Rosemary Pilonaro

At This Meeting:

- Completed all phone calls and mailings for candidates
- Completed Candidate profiles sent to Marjie Van Gunten for website publication 12/8 and confirmed voting window January 5 - February 5
- Google form sent to candidates to submit a 1-minute video introducing themselves and answering an application - Deadline 12/1 for Virtual Event 12/7
- 2020 DSA and GIA Awards will be handled by Carrie with Google Forms for 2021 shared in November's CLE/ME
- 2020 Get Involved Fair will be handled by MEM and Social Media
- Collected feedback from the 2020 Candidate Forum and sent to EC

Future Issues to Study:

- Consider Feedback from 2020 Candidate Forum and suggestions from Ad Hoc committee as we look forward to the next round of candidate selection

MEMBER RELATIONS (MEM) COMMITTEE

Kathy Hummel

At This Meeting:

- Decided to focus on collegiate members and retirees for targeted programming.
- Decided to divide into two groups to discuss possible programs and platforms and determine next steps.
- Finalized slide show for “A Time to Remember” for December “Conference” events.

Future Issues to Study:

- Programming for other targeted groups: beginning teachers, members interested in leadership roles, members interested in becoming presenters, and international members

PROFESSIONAL DEVELOPMENT RESEARCH (PDR) COMMITTEE

Aaron Hansen

At This Meeting:

- Contacted Marjie Van Gunten and confirmed a one-night PLN in January to focus on the AOSA website for members and non-members.
- Decided to set up a Google doc for the committee members to add possible topics/themes for future PLNs.
- Discussed the Spring PLN series which will focus on diversity and inclusion. The four sessions will be: Overview, Specific Populations, and Diverse Children’s Literature.
- Discussed the online Orff Journey Document and solidified a purpose statement.
- Discussed the option of creating more PD Packets for the website, but decided to wait on this for until later.

- Discussed the current state of the webliography which has had no changes at this time.

Future Issues to Study:

- Begin to brainstorm topics/ideas for future PLN sessions.
- Discuss the Mentorship Program with PL3 as the numbers are very low this year.
- Continue to format the online document.
- Next Meeting: Thursday, November 19.

ADJOURNMENT

Kateri Miller moved that the meeting be adjourned. Malia Walter seconded the motion. (motion carried) The meeting was adjourned at 2:30 pm.

FUTURE NBT Meeting Dates:

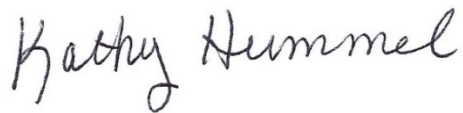
March 5-6-7, 2021 – Zoom

September 17-18-19, 2021 – Charleston, SC

November 3, 2021 – Charleston, SC

March 4-5-6, 2022 – Kansas City, MO

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kathy Hummel".

Kathy Hummel
Recording Secretary AOSA