

SCHOOL NURSE ORGANIZATION OF WASHINGTON

SNOW supports school nurses in the delivery of health services designed to improve the health and academic success of students.

Date / Time: July 15 & 16, 2024				Location: Ellensburg		Meeting ID:			Passcode:			Board Retreat		
Office/Officers	Vote	7/15/24	7/16/24	Areas/Rep		Vote	7/15/24	7/16/24	Standing Committee/Chair			Vote	7/15/24	7/16/24
President Stephanie Breckon	No			Area 1 Tessa McIlraith		1			Communications Melissa LaFollete-Abel			1		
President Elect Sonja Bookter	1			Area 2A Jennifer Lyons		1			<ul style="list-style-type: none"> • PR / Media Anitramarina Berk 					
Vice President Amy Norton	1			Area 2B Naomi Williams		1			<ul style="list-style-type: none"> • Webmaster Alicia Low 					
Secretary/Treasurer Becky Norem	1			Area 3 Wendy Jones		1			<ul style="list-style-type: none"> • Mercantile Lani Richards 					
NASN Director Liz Pray	1			Area 4 Amy Frost		1			Legislative Taylor Mason			1		
Exec. Comm. Area Rep Therese Nation				Area 5 Amy Free		1			Conferences Lynnette Ondeck			1		
Exec. Comm. Stand Chair Lynnette Ondeck				Area 6 Kelsy Maloney		1			<ul style="list-style-type: none"> • Awards/Scholarships Jackie Follansbee 					
Board Liaisons (non-voting)				Area 7 Laurie Moyer Becky Droter		1			Professional Development Rebecca Baldwin			1		
WSNA Katie Johnson				Area 8 Danielle Harvey		1			<ul style="list-style-type: none"> • College Credits Laurie Moyer 					
OSPI Annie Hetzel				Area 9 Carrie Harris		1			<ul style="list-style-type: none"> • Clock Hours Lisa Huggins 					
NBCSN Dawn Faussett				Area 10 Therese Nation		1			<ul style="list-style-type: none"> • Research Cathy Meuret 					
SN Recruitment/Retention Jennifer Lyons Rebecca Baldwin									<ul style="list-style-type: none"> • SN Practice Loralie Gray 					
Data Coordinator Les Stahlnecker & Dawn Faussett				Total Present				Total Voting Positions						
Quorum: YES NO				Total Voting Members Present				Total Voting Positions Filled						

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Monday, July 15 - AGENDA			
	Topic	Time	Owner / Presenter
Call to order <ul style="list-style-type: none"> ● Welcome ● Introductions ● Swearing in of new officers 	<ul style="list-style-type: none"> ● Amy Free, Kelsy Maloney, Amy Frost, Sonja Bookter 	1:00pm	Stephanie Breckon
Board Norms	<ol style="list-style-type: none"> 1. Assume positive intent, allow others to be open and share viewpoints. 2. Show respect by coming to meetings on time, prepared, and ready to participate as an active member of the team until adjournment. <ol style="list-style-type: none"> a. Non participation or engagement in 2 or more meetings will call for removal 3. Have fun, be flexible and ask for help when needed 4. Address interpersonal conflicts outside of the group 5. Listen first - paraphrase, Use "I" Statements 	1:30pm	
Approval of minutes from previous meeting	May 22, 2024 BOD Minutes	1:35pm	Becky Norem
Oral Reports / Questions <ul style="list-style-type: none"> ● <u>2 minute maximum time limit for oral reports</u> ● <u>Written reports are encouraged</u> Board Report Template	<ol style="list-style-type: none"> 1. President 2. President Elect 3. Vice President (membership / elections) <ol style="list-style-type: none"> a. MIGS Report 4. Secretary - See minutes from last meeting 5. Treasurer - Account balances as of 6/30/2024 <ol style="list-style-type: none"> a. Checking: \$134,139.38 b. MMA: \$112,112.46 c. FIB Savings: Approx \$100,000.00 6. NASN Director 7. Area Representatives <ol style="list-style-type: none"> a. Area 1 b. Area 2 A/B c. Area 3 d. Area 4 e. Area 5 	1:40pm	

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	<ul style="list-style-type: none"> f. Area 6 g. Area 7 h. Area 8 i. Area 9 j. Area 10 8. Communications <ul style="list-style-type: none"> a. Media / Public Relations <ul style="list-style-type: none"> i. b. Webmaster <ul style="list-style-type: none"> i. c. Mercantile 9. Legislative 10. Conferences <ul style="list-style-type: none"> a. Awards and Scholarships 11. Professional Development <ul style="list-style-type: none"> i. College Credits ii. Clock Hours iii. School Nurse Practice iv. Research 12. Board Liaisons <ul style="list-style-type: none"> a. WSNA b. OSPI c. NBCSN d. SN Recruitment / Retention e. State Data Coordinator 		
Old Business			
<ul style="list-style-type: none"> ● Children's Alliance 	<p>At the last meeting, everyone was asked to review the Children's Alliance website and see if what they do aligns with our vision and mission. https://www.childrensalliance.org/</p> <ul style="list-style-type: none"> ● Will address further during budget conversation tomorrow 	2:10pm	
<ul style="list-style-type: none"> ● Awards - Essay, Art, Poem Contest 	<p>Follow up from the last meeting regarding the number of awards being given out.</p> <ul style="list-style-type: none"> ● Timeframe? ● Who is in charge? 	2:20 pm	
<ul style="list-style-type: none"> ● Website 	<p>Reviewing information that is requested to be put on our website.</p>	2:35pm	Alicia Low

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	<ul style="list-style-type: none"> Lorali created some questions Becky then created a google form Alicia checking with TRI and the website team to see how best to have this available. 		
New Business			
<ul style="list-style-type: none"> Strategic Goals and Priorities 	<ol style="list-style-type: none"> Engaging opportunities that grow enthusiasm for members <ul style="list-style-type: none"> Provide events outside of conferences quarterly Evaluate participation level Website enhancements to support member engagement Communication and SNOW celebrations <ul style="list-style-type: none"> Members need to know where to find info Communication survey and needs analysis annually Enhanced awards and recognition Membership support and recruitment <ul style="list-style-type: none"> Targeted retention & identify reasons for non-renewal Implementation of Board Training/Orientation/Succession Updated process for document sharing <p style="text-align: center;"><u>COMPLETE 6G ASSESSMENT</u></p>	3:00pm	Stephanie Breckon
BREAK		3:15 pm	
<ul style="list-style-type: none"> Board Participation 		3:30 pm	Stephanie Breckon and Amy Norton
<ul style="list-style-type: none"> NASN Data Collection 		4:00 pm	Amy Norton
<ul style="list-style-type: none"> Scholarship Application 	Review new applications. Process for Awards/Scholarships - last motion	4:15 pm	Jackie Follansbee
<ul style="list-style-type: none"> Legislative Priorities Discussion 		5:00 pm	Jessica Hauffe and Melissa Johnson
Good of the Order: <ul style="list-style-type: none"> Dinner at Ellensburg Pasta Company - 6:30pm 			
Adjourn			

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Tuesday, July 16 - AGENDA			
	Topic	Time	Owner / Presenter
Call to order <ul style="list-style-type: none"> • Welcome 		8:00am	Stephanie Breckon
Board Norms	<ol style="list-style-type: none"> 1. Assume positive intent, allow others to be open and share viewpoints. 2. Show respect by coming to meetings on time, prepared, and ready to participate as an active member of the team until adjournment. <ol style="list-style-type: none"> a. Non participation or engagement in 2 or more meetings will call for removal 3. Have fun, be flexible and ask for help when needed 4. Address interpersonal conflicts outside of the group 5. Listen first - paraphrase, Use "I" Statements 		
New Business			
<ul style="list-style-type: none"> • Google Drive Tutorial 		8:05 am	Becky Norem
<ul style="list-style-type: none"> • Strategic Goals & Priorities 	Meet Amanda. Review & Update	8:30 am	AmandaRuboyianes
<ul style="list-style-type: none"> • TRI Contract 		9:15 am	Stephanie Breckon and Sonja Bookter
<ul style="list-style-type: none"> • WA State Career Guide 		10:00 am	Annie Hetzel
<ul style="list-style-type: none"> • 2024/25 Budget 	Washington State University Career Guide <ul style="list-style-type: none"> • The School Nurse Corps has been planning to pool funds to purchase a full page ad in the publication described to support recruiting school nurses. They are looking at \$250-325 per ESD. • The new Washington State University Career Guide is slated for an initial run of 10,000 copies and will be distributed to current students through the Academic Success and Career Center, Career Fairs, advising appointments, at key locations around campus, and in classroom presentations/workshops throughout the year. The body content will focus on helping students plan and maximize their degree after graduation. Example: UNLV Career Handbook • This has been added to budget under PR 	10:15 am	Stephanie Breckon, Becky Norem

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• Break			
• Mass Communications	Best way to communicate with membership?		Board Discussion
• Schedule 24/25 Board of Director Meetings			
LUNCH		tba	
• Breakouts	– Area Rep Breakouts – Committee Breakouts		Amy Norton Committee Chairs
• Motions ◦ <i>Motion Template</i>	Award Nomination Forms Update Motion		
Good of the Order:			
Adjourn			

All motions need to be submitted using the motion template and shared with the SNOW Secretary providing them edit access for note taking purposes. Final motions will be available for review in the shared google drive.