



**AOSA National Board of Trustees Meeting
Chicago, Illinois
September 14-15, 2024**

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 8:03 AM on September 14, 2024.

Present at the meeting were:

Executive Committee:

Josh Southard – President

Patrick Ware – President-Elect

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

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

Dan Gullick – Recording Secretary

Karen Petty – Treasurer

Trustees:

Fauna Woolfe and Sarah Fairfield, Region I

Nora Golden and Joseph Gershin, Region II

Jeaneau Julian and Natasha Thurmon, Region III

Crystal Briley, Region IV

Matthew Stensrud and Sarah Williams, Region V

Melissa Marotta and Katie Settleberry, Region VI

AOSA Executive Director:

Tiffany English

Trustees Absent:

Michele Sampson, Region IV

LAND ACKNOWLEDGEMENT STATEMENT

President Southard read the following statement:

“As we gather here today, AOSA respectfully acknowledges that we are on the lands of the Council of Three Fires—the Ojibwa, Ottawa and Potawatomi—as well as the Miami, Ho-Chunk, Menominee, Sauk and Meskwaki peoples. Additionally, this region was originally inhabited by the Illinois, Kickapoo (Kiikaapoi), Miami (Myaamia), Mascouten, Wea, Delaware, Winnebago, and Menominee peoples. Today, Chicago is home to one of the largest urban Indigenous communities in the United States, and this land remains an important place for Indigenous peoples. 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. We also acknowledge there are many other Tribal Nations with ties to this land, including those removed to this land from their ancestral homelands and those traveling through this region on forced marches due to Indian Removal efforts. We wish to honor the heritage and diverse stories, songs, and dances of these Indigenous Peoples. We pay respects to all Indigenous peoples — past, present, and future — for their continuing presence in the homeland and throughout the Native American diaspora. We acknowledge and honor the peoples by collaborating and supporting the peoples and land through compensation and respectful interactions.”

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 2025-04: Patrick Ware moved to accept the consent agenda. Jeaneau Julian seconded the motion. (approved, September 14, 2024)

This ratified the following electronic motions:

Motion 2024-24: The Professional Development and Research Committee moves to award one research grant up to a total amount of \$5,000 for the 2024 grant cycle. *Rationale: AOSA awards Research Grants to qualified applicants after assessing applications using a rubric. The awardee for this cycle is Diana Hawley for \$5,000.00.* (approved electronically March 30, 2024)

Motion 2024-25: The Associate National Conference Director Search Committee moves to hire Jennifer Donovan for the position of Associate National Conference Director beginning April 1, 2024. *Rationale: The position of the Associate National Conference Director is necessary to effectively manage conference planning and tasks. With the increasing work due to leveraging multiple conferences over a 3-year plan, this position is necessary to maintain the high quality of professional development conferences AOSA members expect.* (approved electronically March 30, 2024)

Motion 2024-26: The Executive Committee moves to approve the American Orff-Schulwerk Association National Board of Trustees March 2-3, 2024 Meeting minutes as submitted. *Rationale: The National Board of Trustees of the American Orff-Schulwerk Association met in Dallas, Texas March 2-3, 2024. The minutes submitted for approval reflect the content and events of that meeting effectively and entirely.* (approved electronically March 30, 2024)

Motion 2024-27: The Social Media Coordinator Search Committee moves to hire Justine Sullivan for the position of Social Media Coordinator beginning June 1, 2024. *Rationale: The position of the Social Media Coordinator is necessary to effectively manage AOSA's social media accounts. This position is necessary to increase communication and interaction with AOSA members in online forums.* (approved electronically June 4, 2024)

Motion 2025-01: The Executive Committee moves to approve the American Orff-Schulwerk Association National Board of Trustees June 1, 2024 Virtual Meeting minutes as submitted.

Rationale: The National Board of Trustees of the American Orff-Schulwerk Association met virtually June 1, 2024. The minutes submitted for approval reflect the content and events of that meeting effectively and entirely. (approved July 9, 2024)

Motion 2025-02: The Finance Committee moves to hire Sprinkle Design to develop, design, and construct an updated AOSA website including a data management system, conference registration system, and content migration, not to exceed \$40,000 in contracted cost and related fees. *Rationale: The current AOSA website, database management system, conference registration system, app, and Resource Library are out of date with current operating systems and stylistic and navigational considerations. Frequent outages, server errors, and low searchability interfere with member satisfaction and attraction of prospective members. Staff hours are squandered due to the repetitive and inefficient nature of the current database. The development of a new website will allow members to effectively utilize member benefits, will attract new members, and will provide systems that function properly leading to greater staff efficiency. (approved August 12, 2024)*

Motion 2025-03: The Finance Committee moves to approve up to \$600 to support the Northwest Arkansas Travellers Chapter in reinstating their public charity status with the IRS.

Rationale: AOSA's Local Chapters must remain in good standing with the IRS. Reinstating the Northwest Arkansas Travellers Chapter to the appropriate status ensures that outcome. (approved August 12, 2024)

STRATEGIC PLANNING & CANDID CONVERSATIONS

- Honored previous boards work and the progress that has been made
- Noted the core values of board service: Accountability, Trust, Positivity, Unity
- Participated in a welcome and inclusion activity
- Celebrated the ways in which we have been actively seeking data to work toward higher member confidence and approachability of AOSA's leadership
 - Diversity, Equity, Inclusion, and Access open meetings
 - Member led affinity groups
 - Chapter leader meetings
 - Membership survey
 - Website survey
 - Candid conversations with chapter leaders
 - Conference surveys and evaluations
- Celebrated the National Board of Trustees synergy, workflow, and accomplishments
 - Workflow accomplishments
 - Successful committee chair change
 - Comfort with Google Drive
 - Robust onboarding process

- Increased communication
 - National Board of Trustees shared calendar
 - Successful Meeting schedule
 - Supporting our teammates
- Chapter Relations
 - Chapter communications increasing
 - Successful Chapter Leadership Essentials process
 - Updated pertinent Chapter Leader Resource Center information
 - Unified Fee Structure infographic
 - Chapter concerns form is live
- Curriculum and Instruction
 - 49 teacher education courses
 - Updated apprenticeship guidelines
 - Updated the Teacher Education curriculum and supporting documents based on recommendations by the Curriculum Oversight and Review subcommittee
 - Continuing Teacher Educator Development subcommittee support
 - Updated course handbook including Incident Response Team feedback
- Executive Committee
 - Strategy for the National Board of Trustees committees and subcommittees
 - Website rebuild
 - Thoughtful responses to submissions of the incidence response form
 - Reviewed and approved job descriptions
 - Subcommittee appointments
- Finance
 - Successful budget adoption
 - Effective financial oversight
 - Supporting revoked chapters via CPA and fee support
 - \$40,000 capital campaign for website
 - Virtual 5k
 - Back to School fundraiser
- Leadership Development and Nominations
 - Successful subcommittee selection process
 - Considerable effort to put forward candidates
 - Called many references
 - Prepared for candidate forum
- Member Relations
 - Successful analysis of the member survey
 - Action items ready to implement

- New member essentials schedule
 - Planning a time for remembrance
 - Grants and Scholarships Review Panel awarding three Black, Brown, Indigenous, Asian Outreach Scholarships
- Professional Development and Research
 - Virtual programming is on fire
 - Orff Schulwerk Education Programing subcommittee support
 - Planning for Winter Book Study
 - Very successful Classroom Management Professional Learning Network
- Staff Outcomes
 - Hiring Assistant National Conference Director and 2025 National Conference Chairs
 - Hire Social Media Coordinator
 - Streamlining Communications Directors's job description
 - Updates in all staff job descriptions
 - Staff reviews
 - Intentional staff inclusion in website rebuild
 - Slack communications
- More celebrations
 - Digital badges
 - New Logo/branding kit
 - Candid conversations
 - Finances are healthy
 - Digital Objects Identifiers in progress for The Orff Echo
 - Talking Dog Marketing a Georgia college program which will help with market research with college students and administrators
- Other
 - Celebrated executive director, Tiffany English
 - helped bring our organization back after covid
 - moving forward with a new website
 - helping local chapters who have revoked IRS status
 - talking to lawyers about a potential name change
 - organizes all of our meeting logistics
 - digital badges
 - fundraising
 - managing staff
 - conference representation across an international stage
 - Celebrated all staff members work
- Candid Conversations
 - Reviewed the process of candid conversations between Michelle Frare and chapter leaders

- Noted questions about how do we reach pre-service/college students and school administrators
- Celebrated the multiple meetings hosted with over 50 chapter leaders
- Reviewed the outcomes of the meetings
 - Giving the right support to local chapters so they can advocate for Orff Schulwerk
 - Giving the right support to members so they can advocate for Orff Schulwerk
 - Organizational structure
- Discussed action items that came out of the candid conversations
 - Chapter Relations (CR):
 - chapter leader mentorship
 - topic chapter zooms
 - marketing tools
 - templates
 - Leadership Development and Nominations (LDN):
 - Leader Mentorship/Development
 - Administrator of the year
 - Member Relations (MR):
 - Collaborate with PDR/OSEP-college outreach; participate in chapter communication; New Subcommittee- first year teacher mentorship; targeted member benefits
 - How do we connect mentors with mentees; mentorship-individual and cohorts; packages of digital resources to support new teachers including Independent Study Units
 - Professional Development and Research (PDR):
 - Introduction to Orff independent study unit
 - Introduction to Orff online course; (collaborate with Executive Committee/task force)
 - Chapters are looking for more research based documents to help explain to administrators the benefits of Orff Schulwerk. Consider Research to Practice subcommittee support
 - Executive Committee (EC):
 - Advocacy Subcommittee rebuild
 - Video series
 - Assist with Introduction to Orff Course
 - Executive Director (ED):
 - Assist all members, staff, and committees
 - Childcare insurance at local chapters workshops
 - There are 20 pages of potential liabilities. The problem is we have no control over the large

numbers of possible scenarios. Due to this AOSA cannot support this cost

- Working on possible alternatives
 - Model with pairing with a local childcare centers
 - Working with lawyers on a waiver
- Website build-toolkits
- Marketing materials
- Tasked committees with choosing one or more items they could work on based off of the Candid Conversations

EXECUTIVE COMMITTEE REPORT & COMMITTEE TASKS

- Noted tasks for committees to consider from the Executive Committee and from the Candid Conversations
- Noted that with the new website it may be a good time to roll out new member benefits
- Discussed name change updates
 - Discussed the timeline and process
 - Noted that the expense of the name change is more than the Executive Director and National Board of Trustees would be willing to spend on this non-member service
 - Discussed other ways to more publicly celebrate and acknowledge the work of Gunild Keetman
 - Honored the amount of time and work Tiffany English, Executive Director, put in to see if this would be viable

LEADERSHIP DEVELOPMENT and NOMINATIONS FORUM

- The NBT participated in a closed discussion session regarding leadership development and candidate selection for the November 2024 election.

STANDING COMMITTEE MEETINGS

- Noted that Standing Committees met to continue AOSA work and that notes can be found in the committee reports and summaries below.

SLACK and GOOGLE TRAINING

- Reviewed the document approval policy approved via slack
- Celebrated the transition from BOX to Google Drive

STRATEGIC PLANNING

- Noted there is a Google Form to schedule subcommittee meetings at the 2024 National Conference in Des Moines, Iowa
- Noted conference responsibilities
- Discussed strategic planning: strengths, weaknesses, opportunities, and barriers
 - Reviewed previous thoughts, noted places for continued growth and places we have made strides forward
- Reviewed to 2022-2023 Financial Audit
 - This is best practice for all non-profits and we have done this for a long time
 - Completed by a CPA
 - Noted the debt to asset ratio is 2%, which is very good by industry standards
 - Celebrated that we are in a healthy financial situation
 - Discussed items within the audit to gain a better understanding of the budget
 - Noted there was nothing unexpected in the audit
 - Discussed the different types of accounts
 - Celebrated that we have no deficiencies as determined by the auditor
- Discussed the website process and timeline
 - Noted these phases for website development
 - Currently in the discovery phase
 - strategy
 - prototyping, design, content
 - development
 - migration, testing, validation
 - goal to site launch in March 2025
- Discussed how we will pay for the website
 - \$40,000 capital campaign to fund the website
 - UBS funds
 - Involving all stakeholders
- Discussed development phase
 - Identify user stories/needs
 - Donate and actively fundraise
 - Content and materials development
 - Feedback
- Discussed the process for discovery of what is needed in the updated website
 - Go through the Executive Director for website discussion
- Celebrated the progress with social media and communications
 - Highlighted the contributions of our social media manager
 - Building target audience and content directed toward those audiences

- Administrator audience: discussed how and why to use the language administrators are using to highlight the work we already do

BOARD INITIATIVES

- Discussed where are we now with strengths, weaknesses, opportunities, and barriers
 - Compared the previous year's list with the current list
- Noted the board will use these as an impetus for continued forward progress
- Discussed the confidentiality aspects of the board and our work

COMMITTEE REPORTS AND MEETING SUMMARIES

EXECUTIVE (EC) COMMITTEE

Josh Southard

Activity Since Last Meeting (March 2024 - August 2024)

- Received updates on 2024 Conference Registration
- Planned NBT Meeting in Chicago, IL
- Rebranded with all new logos and colors with the help of SMC
- Approved budget
- Began implementing the use of Slack
 - Training to come at NBT meeting
- Approved moving forward with Sprinkle Design for the new AOSA website
- Confirmed location for EC Retreat in January - Dallas, TX
- Released Digital Badges for Level III Certified Teachers
- Continued exploring a possible name change for AOSA
- Discussed guidance for chapters needing assistance
- Discussed the results from the Candid Discussions with Michelle Frare and how to create an action plan moving forward
- Discussed bringing back Advocacy Committee with a more focused purpose
- Met with Virtual Programming Subcommittee to give more guidance for their work

At This Meeting

- Reviewed the motion before the National Board of Trustees
- Discussed BBIA Scholarship rubric and process for MR to review the rubric
- Discussed the processes of the LDN candidate forum
- Reviewed the onboard process

Future Issues to Study

- Continue to strategically plan
- Will be planning EC retreat in January
- Continuing to work on the new website
- Fundraising
- “Off” boarding of NBT

INCIDENT RESPONSE TEAM (IRT)

- No report

INTERNATIONAL CONNECTIONS (IC) SUBCOMMITTEE

Activity Since Last Meeting

- Working out responsibilities of subcommittee
- Reviewed minutes from 6/12/24 by Lisa Hewitt
- Working to understand the intent of the grant
 - There is a difference between the purpose of the fund as written in “The Cleveland Foundation Instrument of Conveyance” and the stated intent on AOSA’s International Connections Grant application
- Scheduled meeting with AOSA President and ED

At This Meeting

- Discussed JD
 - Will have discussion with full committee and EC members regarding inclusion of the Carl Orff Foundation within IC’s purpose
- Scheduled meeting with full committee and AOSA ED and President
- Planning on meeting at conference in Des Moines

Future Issues to Study

- AOSA’s relationship with CO Foundation
- How to resolve goals of the grant and promote availability
- Publish an article in The Echo featuring past grant recipients and promoting it’s availability
- Recommendations for an International Presenter for 2025

NORTH AMERICAN ALLIANCE COMMITTEE

Activity Since Last Meeting

- Met at Carl Orff Canada Conference
- Discussed finances
- COC will not be attending Des Moines

- NAA will meet virtually in Spring of 2025
- COC in Nova Scotia 2026

ALLIANCE FOR ACTIVE MUSIC MAKING (AAMM)

Activity Since Last Meeting

Current Leadership consists of a Leadership Team combining members of the Board of Directors, AAMM/AOSA Partnership Committee, and Advisory Panel

Activities of the AAMM since the November 2023 AOSA Conference

Appointments:

Following the 2023 AOSA Conference:

- David Dockan, Ian Cicco, and Juliana Cantarelli Vita accepted appointments to the AAMM Leadership Team, specific roles to be determined.
- Four Approaches session presenters for the 2024 AOSA Conference were confirmed: Brent Gault (Dalcroze), Leigh Ann Garner (Kodaly), Diane Lange (Gordon MLT), Michael Chandler (Orff)
- Amy Beegle accepted appointment as Symposium Coordinator for 2024, with a proposed focus/theme on world music

Meetings:

January 29, 2024: AAMM Leadership Team meeting on Zoom. Attendees: Carla Aguilar, Judy Bond, David Dockan, Chet-Yeng Loong, Butch Marshall, Julie Scott. Guests: Tiffany English, Josh Southard, Patricia Sheehan Campbell.

- Discussion with Tiffany and Josh regarding the role of the AAMM/AOSA Partnership Committee
- Discussion with Patricia Sheehan Campbell regarding the connection with World Music Pedagogy
- Introduction of a new Organizational Plan, prepared and presented by Carla Aguilar and David Dockan.

Minutes of the meeting are on file and available to AAMM and AOSA board members.

April 8, 2024: AAMM Leadership Team meeting on Zoom. Attendees: Carlos Abril, Carla Aguilar, Amy Beegle, Judy Bond, David Dockan, Victor Lozada, I.J. Routen, Wendy Valerio, Martina Vasil.

- Review and approval of minutes from January 29, and discussion of items pending.
- JULIE SCOTT: Presentation of plans for May Retreat in Dallas, May 17-19.
- AMY BEEGLE: 2024 Symposium planning report. Theme: world music. Planning team includes Karen Howard and Martina Vasil.

- CARLA AGUILAR and DAVID DOCKAN: Most of the meeting was devoted to discussion of the Organizational Plan, led by Carla and David.
- CARLOS ABRIL: Described the NAFME Blueprint for Strengthening the Music Education Profession. Martina volunteered to assist with strengthening the AAMM relationship to this project. More to come.
- Relationships and collaborations with several other organizations were presented, including the Association for Popular Music Education, the International Society for Music Education, the International Orff Forum Salzburg, the Organization for American Kodaly Educators, the Dalcroze Society of America, and Music for People.

Detailed minutes are on file and available to AAMM and AOSA board members.

May 17-19, 2024: AAMM RETREAT, SMU, Dallas, TX. In person attendees: Carla Aguilar, Amy Beegle, Judy Bond, Brent Gault, Victor Lozada, and HOST/MEETING ORGANIZER JULIE SCOTT.

On-line attendees, some present for only a portion of the meeting: Kateri Miller, Ian Cicco, David Dockan, Wendy Valerio

- CALL TO ORDER and review of Vision, Mission, and Goals
- AMY BEEGLE: 2024 Symposium planning report
- JUDY BOND: Presentations at DSA, GIML, and AES in 2022 and 2023 (invited presenters noted)

Following the introductory items above, the 3 sessions comprising the retreat started the evening of May 17 and continued all day May 18th. Most of the time was spent on discussion and preparation for implementation of the new organizational plan.

A detailed report was sent to all members of the Leadership Team following the meeting. It is also available to members of the AOSA Board of Directors.

Presentations in 2024

- OAKE, March 2024: Butch Marshall (MLT), Crystal Henricks (Dalcroze), Victor Lozada (Orff—Victor was not able to attend due to a positive Covid test. Judy Bond substituted.)
- DSA, June 2024: Judy Bond was invited to speak briefly at the DSA Annual Meeting about strengthening and renewing the connection between the AAMM and DSA. She was joined by Anthony Molinaro, host of the Music Education Roundtable.
- IOSFS (International Orff Schulwerk Forum Salzburg), June 2024: Judy Bond presented a joint session with Drue Bullington, American Center for Elemental Music and Movement (ACEMM). The hybrid convention was in Olumouc, Czech Republic. The joint presentation by Judy and Drue is available online until mid-October, but only to registered participants.

- ISME (International Society for Music Education), July 2024: Julie Scott successfully submitted a proposal for an AAMM session for the ISME Conference in Helsinki, Finland. Julie was joined by Brent Gault and Judy Bond for the presentation. Other AAMM Leadership Team members also presented a variety of sessions at the conference.

Presentations still to come in 2024

- AES, October 2024: Four Approaches session with Steven Robbins (Dalcroze), Janel Long (MLT), Crytal Henricks (Kodaly), and Martina Vasil ((Orff)
- AOSA, November 2024: Four Approaches session with Brent Gault (Dalcroze), Diane Lange (MLT), Leigh Ann Garner (Kodaly), and Michael Chandler (Orff).

(Executive Committee Report and Summary on file)

CHAPTER RELATIONS (CR) COMMITTEE

Fauna Woolfe, Joe Gershin

Activity Since Last Meeting (March 2024-August 2024)

- August and October Chapter Leader Meeting dates set for:
 - August 25th CR Mtg: 7-8 EST, Chapter Leadership Meeting, 8-9 EST
 - October 6th CR Mtg: 7-8 EST, Chapter Leadership Meeting, 8-9 EST
- August Chapter Leader contact from Trustees
 - Sent out greetings from regional Trustees to all chapter leaders
- 2024 CR JD document reviewed and updated
- Industry Sponsorship Idea from Executive Director
 - Discussion continuing
- Chapter Report Form
 - Name changed from “Chapter Incident Report form” to “Chapter Concerns and Support Form”
- Updated Chapter Incident Report Form approved and added to the website.
- Virtual Chapter
 - Concept discussed - more discussion needed
- Chapter Leader Facebook page
 - Page will remain open and not be closed and restarted every year; new leaders can join and remain a part of the group.
- DEIA Modules for Chapter Leaders
 - CR created certificates
 - How module certificates will be sent out is under discussion in EC
- UFS
 - Social Media staff created updated infographic to clarify payment requirements

- Best Practices document
 - Discussion. More discussion needed.
- Chapter Leader Videos
 - Chapter Treasurer support video completed and under review

At This Meeting

- Reviewed current status of Unified Fee Structure and workshop attendee report data.
- Discussed need to update verbiage of Gold award to match current structure.
- Advisory I preparation.
- Chapter leader reach out protocol discussion

Future Issues to Study

- Complete update verbiage of Gold award to match current structure.
- Topic Based zoom and Toolkit ideas:
 - Best Practices
 - Forms/Sheets - Treasurer's already exists
 - Chapter Growth
 - Leadership Development
 - Marketing templates
 - Canva templates
 - Email templates
 - Chapter Business templates
- Virtual Chapter

CHAPTER ACKNOWLEDGEMENT AND RECOGNITION (CARS) SUBCOMMITTEE

Activity Since Last Meeting

- EC approval for recognition graphics
- Posting to Social Media

(Chapter Relations Committee Report and Summary on file)

CURRICULUM AND INSTRUCTION (CI) COMMITTEE

Matthew Stensrud, Natasha Thurmon

Activity Since Last Meeting (March 2024 - August 2024)

- Maximum Number of Hours for a Levels Course - Approved by EC to set the maximum at 70 hours and next step is editing the handbook for the 2025 level course season.

- Apprenticeship Guidelines and Rubrics - Updated guidelines were approved by EC and are in place for 2024-2025 apprenticeship season.
- Levels Course Guidance re: Social Media - Discussed as a committee how to address posts in social media by levels courses and will work with Social Media Coordinator to craft some guidance over the next year.
- Levels Courses and Apprenticeships Updates from Karen Benson, Professional Development Director - These continue to occur on a monthly basis.
- CTED Recommendations for 2025 - Received recommendation from PDD Director per current policy, discussion and followed and motion made: The CI committee approved that presenters be recommended (in a specific order) for presenting CTED sessions at the 2025 AOSA Conference for Level I and Recorder.
- Levels Courses Curriculum Documents - The curriculum documents for levels courses have been updated by CORS and are currently in review by CI to have finalized later this year for the 2025 levels course season.
- Fall Emails to TEs and CDs - Reviewed last year's emails and currently in process to send fall emails to all TEs and CDs in September and October 2024.

At This Meeting

- Current TEs Interested in Apprenticing in Other Areas
 - Discussed pros and cons and decided to hold off on any changes for now
- Opening Apprenticing to College Professors and Retired Teachers
 - Discussed pros and cons
 - Considered possibility of removing current policy of having to have taught children within the past 5 years
 - Will continue discussion
- TEs Required to Teach Levels Within a Certain Period of Time or Lose Approval
 - Discussed pros and cons
 - Decided to review Long and Short TE Forms as a committee and find ways to gather data as we consider this idea further
- Posting of Apprenticeship Guidelines
 - Discussed procedure and logistics to ensure both timelines are met and all people have opportunity to review before posting
 - Will create ways to have document "living" through a longer length of the year so review period can be more extensive and thoughtful
- Ambassador Program
 - Discussed program and its current model
 - Consider making Ambassador Program mandatory within levels course expectations
 - Asked for four-week trial data to further discussion
 - Decided to update slides and will work with Social Media Coordinator and MR

- Decided to add question on course evaluations regarding Ambassador Program
- CTED Subcommittee
 - Shared update on CTED meeting with CI Chair and PDD and their goal to create ISUs for TEs in the future

Future Issues to Study

- Discuss creating a policy/procedure for removing a Teacher Educator from the approved roster based on feedback from stakeholders.
- Continue editing TE Apprenticeship Application Rubrics for consistency across Movement, Recorder, and Basic.
- Work with MR and Social Media Coordinator on updating Ambassador Slides, as well as making Ambassador Program mandatory for all courses.
- Continue the conversation regarding the 5 year window of working with children as a requirement to become a TE.
- Consider creating and adding course evaluations for TEs and CDs

CURRICULUM OVERSIGHT AND REVIEW (CORS) SUBCOMMITTEE

Activity Since Last Meeting

- Curriculum Update Documents and Resources
 - Ready to send for approvals from CI and final approval from EC

At This Meeting

- Determining additional Curriculum Resources

Future Issues to Study

- Continuing development of Curriculum Resources

CONTINUING TEACHER EDUCATION DEVELOPMENT (CTED) SUBCOMMITTEE

Activity Since Last Meeting

- None

At This Meeting

- Will be meeting as a committee in September with CI Chair and PDD to review job description

Future Issues to Study

- Reviewing job description and creating some new goals after that

BASIC TEACHER EDUCATOR ASSESSMENT PANEL (BTEAP)

Activity Since Last Meeting

- The committee will continue to monitor and revise the guidelines and the rubrics after the next round of applications are finished.

MOVEMENT TEACHER EDUCATOR ASSESSMENT PANEL (MTEAP)

Activity Since Last Meeting

- No new updates

At This Meeting

- The committee discussed overview of the committee process (Phase 1 & Phase 2), including rubric criteria.
- The committee will meet again over Zoom in December to discuss Phase 1 apprentice applications.

Future Issues to Study

- The committee will continue to monitor and revise the guidelines and the rubrics after the next round of applications are finished.

RECORDER TEACHER EDUCATOR ASSESSMENT PANEL (RTEAP)

Activity Since Last Meeting

- No new updates

At This Meeting

- Review and revise the recorder apprenticeship guidelines
- Review and revise the recorder apprenticeship rubric
- Send the updates to the CI committee and PDD

Future Issues to Study

- The committee will continue to monitor and revise the guidelines and the rubrics after the next round of applications are finished.

(Curriculum and Instruction Committee Report and Summary on file)

FINANCE (FIN)

Karen Petty

Activity Since Last Meeting (March 2024 - August 2024)

- Reviewed FIN JD and committee purposes
- Reviewed of financial policies
- Reviewed and monitored Current Balances
 - Checking
 - General receipts
 - Main operating
 - Savings
- Set meeting dates including June NBT budget meeting
- Reviewed 22-23 audit
 - ED led review and discussion
 - Noted we are in a significantly better place in 2023 than we were in 2022
 - Questions and Discussion
 - Programming vs. Support
 - How do we fix the imbalance but be sustainable for future issues?
 - Much more important to pay for programming than staff- for non-profits it is a good selling point
 - We may need to add more staff in the near future for HQ to support the NBT work
 - Thoughts for the future: planning for staff turn over
 - BBIA scholarship
 - 1 through Keetman; 2 & 3 are in the general fund
 - Not represented in the audit because it is not an endowed scholarship currently
- Capital Campaign Proposal
 - Reviewed and gave input
 - Questions
 - Additional ideas
 - Developing Conference Roll-out
 - Note: Any purchases over \$5000 that are beyond budgeted expenditures must be approved by the National Board of Trustees upon recommendation of the Finance Committee.
- Considered help for Northwest Arkansas Travellers Chapter - IRS revoked status
 - Noted we have this policy:
 - Chapters who are revoked with the IRS can seek support from AOSA. The degree of support is at the discretion of the Finance Committee. The line item for Chapter IRS Assistance is not to exceed \$2000 within a fiscal year.

At This Meeting

- Reviewed Current Balances
- Discussed a salary adjustment and expanded job description and title change for Justine Sullivan, hired as Social Media Coordinator - to reflect the work she is doing with AOSA marketing
- Created a policy for reviewing new positions to ensure their pay is appropriate for the work being done
- Decided when a new hire is added, their job performance, compensation, and job duties will be reviewed within 120 days
- Reviewed policies and procedures for helping chapters in needing help with IRS revocations
- Discussed the possibility of adding Donor Levels and “rounding up” on the Member Renewal page
- Noted Executive Director Tiffany English will apply for some grants due in the Spring

Future Issues to Study

- New fundraising initiative ideas
- Grants and new fund sources, possible Grant Writer(s) or Fund Development Officer

FUND DEVELOPMENT (FD)

Activity Since Last Meeting

- Decided to ‘recycle’ last year’s Back to School Bucks FB Fundraiser
 - Goal \$3,000
- Worked on organizing and making decisions regarding AOSA 5K
 - Decided to use same site as previous year, updating site logo with AOSA rebranding color scheme, adding donor links (e.g. monthly donations)
 - Noted SM Coordinator (SMC) has offered to help design the T-shirts in Canva and suggests using an AOSA drop shipping account
 - SMC will use embedding graphics to track progress (thermometer or scale graphic) toward goals
 - Goals
 - monetary - raising \$3,000
 - Registration fees
 - Outside Donations / using links
 - T Shirt sales
 - SMC will design the T-shirt in Canva
 - Recommends using an AOSA drop shipping account
 - Participation - chapters and members
 - 50 registrations

- Track number of registrants from given chapter/regions and give shout outs to encourage and fuel interest
- Timeline
 - Kick-off Friday, October 4th
 - Wrap up the Friday of Conference (the 15th)
 - Participants will have the opportunity to run together that a.m. - a ceremonial final lap - or the real thing as they wish
 - Brian Burnett has suggested options
 - From the Hilton, head across the Iowa Women of Achievement Bridge to either the Brenton Skating Plaza, or the Rover D. Ray Asian Gardens. There's also the Lauridsen Skate Park on the West side of the river.

At This Meeting

- Follow up on plans and progress for AOSA 5K
- Brainstorm alternative ways to develop funds – especially outside sources
- Discuss Donations Ideas

Future Issues to Study

- Workshop Bid-Off

(Finance Committee Report and Summary on file)

LEADERSHIP, DEVELOPMENT, AND NOMINATIONS (LDN) COMMITTEE

Jeaneau Julian, Nora Golden

Activity Since Last Meeting (March 2024-August 2024)

- Contacted GIA and ISA via phone and written correspondence
- Contacted DSA recipients and candidates via phone
 - DSA letter for awardee and nominator created 4/14
- Finished and sent out DSA letters
- Caught up updating entries on all of the Tiered Forms
- Began contacting potential candidates for the 2025 election this fall
- Attempted to get more candidates via email blasts, CLE, and ME
- Submitted LDN JD
- Contacted references for candidates
- Prepared materials for roundtable discussion

At This Meeting

- Election Protocol recap
 - Discussed the need to create a best practices document for Election processes
- Voting Results were shared with the committee, next steps for co-chairs and committee members highlighted.
- Discussion to firm up candidate video submission requirements
- POA for adding items to the volunteer interest forms

Future Issues to Study

- What are some ways we could train leaders to develop their skills?
- Administrator (building or district) of the year
- Ongoing update of LDN JD
- Post January Deadlines Award Nomination in November and December CLE/ME

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

MEMBER RELATIONS (MR) COMMITTEE

Dan Gullick, Melissa Marotta

Activity Since Last Meeting

- Finalized Trends from Membership Survey

Trends divided by Committees:

Everyone:

- Younger members are engaged at the local level yet don't engage at the national level. How can we be more intentional to engage them?

Chapter Relations

- Local chapters work with state MEAs to sponsor a session (look at Colorado for an example)
- State MEAs have possibilities for non-voting seats at the table
- Develop a way to track demographics of local membership (and local board members)
- Continue work with developing leaders to understand delegating and recruitment of future leaders. Possibly add a 'how to' for Chapter Leadership that includes delegating, making connections, encouraging people to join local boards, etc.

Member Relations

- Connecting with college students

Curriculum & Instruction

- Develop a process to track demographics of students who complete particular levels.

Finance

- Funding presenters at State MEAs.

PDR

- Digital Mentorship for 1st year teachers
- How to get ISU's to college professors for use in their classes

Leadership Development & Nominations

- Maybe use demographic information to engage other groups that are not typically represented.
- Make sure we are focusing on Developing leaders beginning at local levels. How can the role of developing leadership be expanded?

Executive Committee

- What can we do to bring people together more?
- Possibly sponsor OS endorsed presenters at state MEAs (Conference committee)
- Refined ME setup and schedule
- Discussed member requests for more mentorship opportunities
- Discussed benefits and drawbacks of national unified membership

At This Meeting

- Reviewed Ambassador slides for clarity and new branding
- Planned a Time for Remembrance for the 2024 National Conference in Des Moines, Iowa
- Reviewed the Grants and Scholarships Review Panels recommendations for the awarding of the BBIA Scholarships.

Future Issues to Study

- Discussed the creation of an infographic for potential conference attendees to use with their administrators
- Discussed a broader scope for the digital mentorship program

GRANTS AND SCHOLARSHIP REVIEW PANEL (GSRP)

Activity Since Last Meeting

- Reviewed the Black, Brown, Indigenous, Asian Outreach scholarship applications

HISTORY (HIS) SUBCOMMITTEE

Activity Since Last Meeting

AOSA History Committee Annual Report

Over the course of the 2023-2024 school year the committee met regularly. We submitted the statement on Carl Orff and Nazi Germany to the NBT in September, 2023 following three intense years of study, research, and bringing additional expert voices. After working to clarify the language with many emails from Tiffany English, we finalized the document. The posting by the NBT was held up due to world events, but was placed on the website during this academic year.

This work was grueling and required a deep understanding of not only what we knew to be true from our individual academic/historic study, but what we could prove and back up in writing. Suffice it to say we were all exhausted from this important and difficult work.

The committee took a break due to some individual issues (family issues, cancer, etc) and reconvened in the fall. We had an informal meeting at AOSA National Conference with those who were able to be present (Joani Brandon and Brent Holl). Ellen Koziel and Esther Gray were unable to attend.

We were then tasked with updating all the timeline (Association Timeline, Leadership Timeline, Conference Timeline, and the AOSA board leadership page), as well as creating a document about the Midnight Historical Society and topics covered. The work was divided between all five members (including Kathy Hummell, NBT Liaison). We met on February 11, March 17, April 28, and June 23 with all members present. On June 27th, I submitted all completed documents to Tiffany English.

Tiffany English and I also exchanged multiple emails concerning the Eastman Isabel Carley Archives. While we are tasked with being involved with these materials, that may

not be practical financially or in how they are currently structured. These archives are curated by an archivist from Eastman Conservatory. In my experience of more than fifteen years on and off the history committee, this group has never had any guidance over the archives.

We have continued to discuss meaningful sessions that can be included at each conference that tie to the history of Orff Schulwerk. This year, Esther Gray (committee member) will be leading a session. I assist Peggy McCreary each year with Midnight Historical Society. We will continue to encourage others to present. After an intense three and a half years of work, we did not pursue a new task in July or August (as we begin the next academic year). We will meet again at AOSA National in Des Moines.

(Membership Relations Committee Report and Summary on file)

PROFESSIONAL DEVELOPMENT/RESEARCH (PDR) COMMITTEE

Michele Samson, Katie Settleberry

Activity Since Last Meeting (March 2024-August 2024)

- All subcommittee assignments have been completed and JDs are finished.
- Virtual Programming subcommittee: Met with Katy Halstead and Matt Shea via Zoom on August 8th to discuss the Planting Seeds: The Wildflower Interviews.
- Reviewed ISUs and determined efficacy of each
- Digital Research Posters acceptances sent to applicants
- Digital Mentorship Subcommittee: working to successfully pair 24-25 mentors and mentees. Noted a need for additional mentors.
- Working with OSEP to define and organize their functions and tasks

At This Meeting

- Discussed current and future ISUs. Discussed the possibility of recording the Intro to Orff sessions at AOSA conferences for content.
- Discussed current and future Professional Learning Networks, including considering a book study on Artful, Playful, Mindful by Jane Frazee, and a future PLN on Güntherschule (considering its 100 year anniversary).
- We spoke about opportunities for researching the Schulwerk, providing a possible literature review, and the point of action to create a product to enhance administrators' understanding of Orff Schulwerk.

Future Issues to Study

- A review of information received from Candid Conversations

- ISUs
- Future PLNs
- OSEP

DIGITAL MENTORSHIP (DMS) SUBCOMMITTEE

Activity Since Last Meeting

- Objective of Meeting-Pairing of Mentors and Mentees
- 68 mentees and 40 mentors
- There are several mentors/mentees in the Eastern and Central Regions
- Few mentors in the Central and Mountain area.
- Committee will reach out to teachers and other chapters for assistance.

Future Issues to Study

- We will continue pairing mentees and mentors on Monday August 26th.

ORFF-SCHULWERK EDUCATIONAL PROGRAMMING (OSEP) SUBCOMMITTEE

- No report

RESEARCH TO PRACTICE (RTP) SUBCOMMITTEE

Activity Since Last Meeting

- All digital research poster session proposals were accepted. All presenters have been contacted.

At This Meeting

- Continue to organize Digital Poster Session

Future Issues to Study

- Research Grant
- Research Conference Sessions

VIRTUAL PROGRAMMING (VPS) SUBCOMMITTEE

Met with Michele Sampson, Mandy Gunter, and Katie Settleberry to review legacy interviews.

At This Meeting

- Welcome and Overview
 - Introductions
 - Reviewed job description
- Podcast Schedule (as outlined by JD)

- August: Conference
 - Matt Shea will record this episode
- October: Member benefits
- December: DSA
- January: Current AOSA initiatives
- June: Current AOSA initiatives
- “A Walk in the Wildflowers” audiobook
 - Chairs are met with Executive Committee members to gain clarity
 - Currently no money in budget as of April 2024 meeting
- “Planting the Seeds: The Wildflowers Interviews”
 - Review documents in September
 - Schedule interview for April

Future Issues to Study

- Future meeting topics and upcoming meetings
 - Matt Shea will give a demonstration of how to record and edit for a podcast episode using Zoom and Anchor (now Spotify for Podcasters)
 - Discuss the YouTube Channel and posting video of podcast about Conference

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

MOTIONS

FINANCE

Motion 2025-05: The Finance Committee moves to redefine the Social Media Coordinator position into the Social Media and Marketing Manager position beginning October 30, 2024 with a salary increase to \$5,500.

Rationale: The position has increased in size and focus and it is necessary to account for the changes in the job description and compensation. (approved, September 15, 2024)

Motion 2025-06: The Finance Committee moves to approve the 2022-2023 AOSA Annual Audit as presented by H & J Certified Public Accountants.

Rationale: In order to provide an accurate and transparent snapshot of the fiscal status of the organization, an annual audit was performed. (approved, September 15, 2024)

LEADERSHIP DEVELOPMENT and NOMINATIONS

Motion 2025-07: The Leadership Development and Nominations Committee moves that the following candidates be placed on the ballot for November 2024 NBT Elections:

Region III: Michelle McCarver and Angela Neal

Region IV: Deanna Bell and Vicki Raisley

Region V: Johanna Abell and Becky Burdett

Region VI: Hannah Lemont and Chris Powers

Treasurer: Karen Petty and Michele Sampson

President-Elect: Christopher Giles and Connie Van Engen

Rationale: This year's National Board of Trustees election process is designed to ensure the continuation of representatives from Regions III, VI, V, and VI and the offices of Treasurer and President-Elect. (approved, September 15, 2024)

MEMBER RELATIONS

Motion 2025-08: The Member Relations Committee moves to disburse the three Black, Brown, Indigenous, Asian Outreach Scholarships to Theresa Ramirez, Olivia Ramirez, and Thomas Hill to attend the AOSA National Conference in Des Moines, Iowa and receive a one year AOSA national membership.

Rationale: AOSA awards monies to provide financial support to individuals from diverse populations or people of color to attend the AOSA Professional Development Conference and national membership. This award is given in September at the recommendation of the Member Relations Committee. (approved, September 15, 2024)

CLOSING SONG

President Southard led the NBT in singing *Let Us Sing Together*.

ADJOURNMENT

Karen Petty moved that the meeting be adjourned, Crystal Briley seconded. Motion approved. The meeting was adjourned at 10:36 AM on Sunday, September 15, 2024.

FUTURE NBT MEETING DATES

November 13, 2024	Des Moines, IA
February 28 - March 2, 2025	Pending
June 7, 2025	Virtual Budget Meeting

Respectfully submitted,

A handwritten signature in black ink that reads "Dan Gullick". The signature is written in a cursive style with a large, looped "D" and a stylized "G".

Dan Gullick
Recording Secretary, AOSA