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 14-15, 2025				**Location:** Yakima HWE	Meeting ID: n/a		Passcode: n/a				
Office/Officers	**Vote**	**7/14/25**	**7/15/25**	**Areas/Rep**	**Vote**	**7/14/25**	**7/15/25**	**Standing Committee/Chair**	**Vote**	**7/14/25**	**7/15/25**
President Sonja Bookter	No	✔	✔	**Area 1** Kari Johnson	1	✔	✔	**Communications** Alicia Low	1	✔	✔
President Elect Therese Nation	1	✔	✔	**Area 2A** Jessica Swart	1	no	no	• **PR / Media** Anitramarina Berk		no	no
Vice President Amy Norton	1	✔	✔	**Area 2B** Naomi Williams	1	✔	✔	• **Webmaster** Alicia Low		✔	✔
Secretary/Treasurer Becky Norem	1	✔	✔	**Area 3** Charmain Campbell	1	no	no	• **Mercantile** Stephanie Breckon		✔	✔
NASN Director Liz Pray	1	no	no	**Area 4** Amy Frost	1	no	no	**Legislative** Taylor Mason	1	✔	✔
Exec. Comm. Area Rep Naomi Williams		(✔)	(✔)	**Area 5** Vacant	1			**Conferences** Lynnette Ondeck	1	✔	✔
Exec. Comm. Stand Chair Taylor Mason		(✔)	(✔)	**Area 6** Kelsy Maloney	1	✔	✔	• **Awards/Scholarships** Jackie Follansbee		✔	no
Board Liaisons (non-voting)				**Area 7** Vacant	1			**Professional Development** Rebecca Baldwin	1	no	no
WSNA *Katie Johnson*		no	no	**Area 8** Robin Henle	1	no	no	• **College Credits**			
OSPI *Annie Hetzel*		no	no	**Area 9** Carrie Harris	1	✔	✔	• **Clock Hours** Lisa Huggins / Colette Dahl		no	no
NBCSN Liz Pray		no	no	**Area 10** Sandy Johnson	1	✔	✔	• **Research** VACANT			
SN Recruitment/Retention Jennifer Lyons Rebecca Baldwin		no	no					• **SN Practice** VACANT			
Data Coordinator Les Stalnecker		no	no	Total Present			14	Total Voting Positions			19
Quorum: **YES** NO				Total Voting Members Present			11	Total Voting Positions Filled			17

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AGENDA			
	Topic	**Time**	**Owner / Presenter**
Call to order • **Welcome** • **Introductions** • **Swearing in of new officers**	Meeting called to order by Sonja Bookter, President BOD introduced selves, shared roles on the board and some information about themselves. Officers sworn in: • Therese Nation - President Elect • Kari Johnson - Area 1 Rep • Sandy Johnson - Area 10 Rep	Monday July 14- 2:00pm	
Board Norms	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. 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		
Approval of minutes from previous meeting	BOD Minutes - May 20, 2025 Motion to approve minutes as written by Lynette Seconded by Stephanie Minutes approved by unanimous vote	Monday, July 14 3:44pm	
Oral Reports / Questions • **2 minute maximum time limit for oral reports** • **Written reports are encouraged** **Board Report Template**	1. President 2. President Elect 3. Vice President (membership / elections) 4. Secretary 5. Treasurer - Account balances as of 4/30/2025 a. Checking: $132,610.82 b. MMA 6288: $112,345.70 c. FIB CD 4673: $104,551.99 6. NASN Director 7. Area Representatives a. Area 1(no report, new to position) b. Area 2 A/B		

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	c. Area 3 (no report, new to position) d. Area 4 e. Area 5 (position vacant, submitted by Area 6 rep) f. Area 6 g. Area 7 (vacant) h. Area 8 i. Area 9 j. Area 10 8. Communications a. Media / Public Relations b. Webmaster c. Mercantile 9. Legislative 10. Conferences a. Awards and Scholarships 11. Professional Development i. College Credits (vacant) ii. Clock Hours iii. School Nurse Practice iv. Research 12. Board Liaisons a. WSNA b. OSPI c. NBCSN *(See NASN Director Report)* d. SN Recruitment / Retention e. State Data Coordinator		
New Business			
• Board Engagement	Annual Commitment of Service 25/26 SNOW Board of Directors Commitment • Please complete this form prior to starting school in the fall. If you are not able to make a meeting, remember, it is ok to find a member from your area to take your place and be your proxy vote.	Monday, July 14 4:50pm	
• Annual Commitment of Service	Review with board norms, review role/responsibility Can you find it in the Google drive??		
• 25/26 Budget	Review proposed budget	Monday,	Becky and Budget

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	• Area Reps have a Bucket of funds = $500
	  ○ Need pre-approval to utilize
	
	• Gayle Thronson Lifetime Learner Scholarship - change description to state will cover conference registration for Spring or Fall Conference
	• Fall Conference Travel costs
	  ○ Exec board only Thursday evening
	  ■ Dinner with open invitation but only pay for board members, not the School Nurse Corp
	
	  • All board Friday (Breakfast/lunch by SNOW)
	
	Motion by Amy Norton to approve budget as presented
	Seconded by Kelsy Maloney
	Discussion: Clarified question about lobbying fee and billing
	Budget passed unanimously
		July 14
		3:46pm
			Committee

• Vacant board positions	Area 5 - Vancouver area Area 7 - Spokane area Research - Chair has retired and stepped away, only one person left on committee currently. • Ask Anitramarina to blast on facebook about posting for volunteers to be part of committee • Commitment - met once / month • Network at conference to get more members SN Practice - Lorali retired and has resigned from position. Professional Development is in a good place for changes to be made should we decide. • Executive board will discuss this further at next meeting	Monday, July 14 4:40pm	
• Research Committee Project Summary	"Developing a Competency-Based Performance Evaluation Framework for Washington State School Nurses" - by Cathy Meuret A broader work group should be created to bring this forward for all school nurses. The committee has all resigned from board except for	Monday, July 14 4:31pm	Amy Norton and Sandy Johnson

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	Amy. ● Researched everything they could find on competency based assessments. ● Much research included in document ● Six recommendations noted in the document ○ Intent of document is to provide the information - easily available ○ Would like to have this posted on website, committee to get this out, a lot of this is education based ● Not intended to be on the publishing level. ○ Poster worthy ○ Foundational document to move forward ● Push to OSPI to hope to move forward ○ Annie Hetzel does have some limitations with her supervisors and projects she can Next Steps: Committee to plan for next steps and getting this out there.		
● Legislative Survey/Priorities	Join Zoom Meeting https://us06web.zoom.us/j/88543444360?pwd=v9rUBB1e0hxxywqSwUV7RkS0BhQJSh.1 Legislative survey sent out April, got 161 respondents ● Leg Survey Results ● Generally use this data to get priorities for next legislative session ● The answers on the survey will not be what we use going forward because all of them have financial components. ● Per Lobbyists - Legislature will not hear issues with financial component this coming year, only policy related items ● Goal is to keep SNOW in the mix of things even though there is no money this year WSNA Presentation via Zoom - Jessica and Melissa ● Focusing on what legislators are saying now in regards to funding and planning. Folks are very focused on figuring out where we are at the state level. ● HR 1 passed and will dramatically impact our state health care	Monday 2:30-3:42 pm WSNA joins at 3pm via zoom	Taylor Mason

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	○ Unsure how much we will feel and when, trying to figure out that information ● Hearing “loud and clear” that anything requesting funds of any kind is not going to happen in 2026 legislative session ● Looking at policy issues for 2026 session - Ideas: ○ Prohibiting schools / districts for using the term “nurse” that is not human. ■ Recent passing of similar bill in Oregon ■ Title protection around the term nurse, would take a step further to say the nurse has to be human ■ Sonja and Liz have sent some info from NASN and other sources ■ Question - has the AI thing been an issue? ● Often found to be an issue in hospital nursing ● Meant to be a tool, not to take the place of ● Wanting to get ahead of the issue before it becomes an issue ■ BOD on board with pursuing this as an area to work on 2026 legislation ■ Articles shared: ● https://nurse.org/news/nurse-ai-ban-law/ ● https://journals.sagepub.com/doi/full/10.1177/10598405251335921 ○ Align language from K-12 to PK-12 (Alicia brought up) ■ Preschool aged kids up to age 22 SpEd / transition ages and programs ■ Have to consider the term “basic education” and what that means ■ Can bring this to the Leg committee for further conversation ○ PDA language surrounding diabetes (Alicia) ■ Wanting to increase education, get nurses more involved in the process ■ Address wording about “expert in diabetes” language ■ Will take this conversation into consideration for next leg meeting		
● 25/26 BOD Meetings	October 9-10, 2025 - In person at Davenport Hotel ● October 9 pm- Executive Committee ● October 10, 8am - General Board Meeting	Monday, July 14	

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	• General Meeting at SNOW Conference January 13, 2026 6pm - Zoom March 17, 2026 6pm -Zoom • General Meeting at virtual conference (March 20-21) May 19, 2026 6pm -Zoom July 13-14, 2026 -Board Retreat @ HWE in Yakima, schedule same as this year. Exec board in AM, rest of board in the PM. Business on Monday, training on Tuesday	5:00	
• Motions ○ ***Motion Template*** ○ Motion Summaries - Running List	NCBSN Table - Fall Conference - Passed Gayle Thronson Scholarship Award Update- Passed	Monday, July 14 4:05pm	
Good of the Order: • July 14 - Dinner at The Kiln @ 6:00pm • SNOW Expense Voucher • If you have not done the 6G survey, it needs to be done tonight. Only 4 people have completed it so far. Tuesday's training is based upon this. • Thank you Stephanie for completing your term as past president! • Congratulations Lynnette on your retirement!			
Monday - Adjourn	Adjourned for the night, resume meeting at 8am tomorrow morning.	5:13pm	Sonja
Tuesday - Meeting Called to Order	Good Morning! "Fun Facts"	Tuesday July 15 8:00am	Sonja Bookter
• **Board and Governance Training**	Key Components of Board Development: • Communication ○ Great discussion and board engagement around this topic • Relationships • Alignment • Execution • Capacity Elements Required for Organizational Growth:	Tuesday July 15	Trent Misak

- Strategy
- Leadership
- Capital

Every Leader Matters

- 5 Voices Assessment (condensed Myers-Briggs)
- Board encouraged to take the assessment
- Nurturer, Creative, Guardian, Connector, Pioneer
- Voices Matter to Effective Orgs
    - Need both present minded and future oriented minded people on boards

<u>6G Framework</u>

- Grow Support Systems
- Grow Enthusiasm
- Grow Membership
- Grow Engagement
- Grow Recognition
- Grow Capital
    - ❖ Need all areas to function as an organization

Results of our 6G Framework 6G Assessment

- Overall growth from 69.6% one year ago, to 78.3% now
- Improved in Support Systems from 62% last year to 82.2% now
- Membership area increased from 66.2% to 75%
- Engagement area increased from 73% to 76%
- Recognition area increased from 71% to 81%
- Capital area increased 65% to 79%

General Ideas from discussion:

- FAQ's for onboarding positions, and send it out each year
- Schedule meetings before we leave retreat
- Our volunteer time ebbs and flows, it's ok to say "I am sunk right now". This is better than no communication.
- Consider by-laws review committee
- New members are sent a welcome email, consider more frequent communication with whole membership, those members who have been members for longer time
- Justification toolkit or document for those who need it for their districts

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	● Area "Connect and Chat" via zoom - safe space for nurses to gather and meet, learn from each other ○ Record meetings, have an ability to watch the recording if get pulled away (passcode for viewablity) ● Partner with ESD - allocate time in regional updates to give report Break for Lunch What's Important Now: Break into groups to discuss these 3 areas. Go into as much detail as possible ● Recruit ● Retain ● Recognize Trent will create a document summarizing the three groups topics, suggestions, goals and send out to the board	11:36am 12:12pm	
Area Rep Meeting Dates **Legislative Meeting Dates** **Executive Meeting Dates**	Plan to meet on the second Thursday of the month at 6pm via zoom. Amy will send out a google calendar invite with zoom link. First Monday of every month at 6pm via zoom, starting August 4th. Taylor will send a calendar invite, Sonja will connect the zoom link. Area 5, 6, 8 need reps. First Thursday of every month at 6pm via zoom, starting August 7th.		
Old Business			
● Add sponsorship for conference	Who will it be		

Good of the Order:

"Logo on Demand" - consider purchasing press.
Motion purchase press for use at conferences for merch, utilizing presidential discretionary funds.

- Discussion
  - Unsure of cost of machine
  - Resources found where you can make the iron on's
  - Merch would store machine

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- Will it do what we need it to do in the future?

Motion amended: BOD is giving Exec bd auth to research and purchase machine after learning more.
Motion tabled for now while more info is gathered.
Will put on August Exec board agenda

Area conversation - realign SNOW boundaries to align with ESD boundaries for clarification and ease of communication.

- Conversation started several times, often does not go further because of questions that come up.
- If partner with ESD, increases line of communication
- Concern about aligning area 2 and 10 from an engagement and recruitment standpoint
- Lynnette with historical document outlining potential changes that would occur
- Encourage Area Reps to create relationship with ESD counterpart to push out information.
- Plan - for the next year, Area Reps try to work closely with ESD Nurses
  - Create a partnership to increase communication
  - Area 2 and 10 seem to have the biggest struggle with communication / interaction with ESD Coordinator
-

Tuesday - Adjourn	Motion to adjourn meeting: Becky Seconded: Naomi Passed unanimously	1:58pm	Sonja

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.