

OCASA Representative Board Meeting Minutes

Date: February 5, 2026

Virtual Meeting: 4:30 PM

Facilitators: Dr. Anna Diaz, Dr. Amy McHale, and Dr. Karena Chunoo

Welcome

The meeting was called to order by Dr. Anna Diaz.

Introductions were conducted, including guest Dr. Kenya Williams (AP, Pine Lock Elementary).

Attendance

Anna Diaz, Amy McHale, Karena Chunoo, James Morosetti, Teresa Saffold-Washington, Joni Casamento, Desiree Hitchmon-Houghton, Sanjay Brown, Nathan Hay, John Miller, Doug Loftus, Karen Diaz-Denmark, Adriene Anderson, Kenya Williams, and Anna Diaz

Secretary's Report

- Motion to approve November 18, 2025, minutes
 - 1st: Joni Casamento
 - 2nd: John Miller
- All approved

Treasurer's Report

Balances:

- Savings: \$21,603.07
- Checking: \$7,246.92

Updates:

- All transactions categorized for the prior year
- CPA engaged; tax extension filed through May 1
- Organization confirmed as nonprofit (501(c)(6))
 - Contributions are not tax-deductible
 - No taxes paid on funds held

Representative & Committee Reports

Level Representatives

- Elementary: No major updates; general focus on day-to-day operations
- Middle School: Minor concerns (e.g., staffing, golf tournament scheduling), no action items
- High School / Others: Deferred (members absent or arrived late)

Committee Chairs

Legislative

- Successful Tallahassee advocacy trip; ~25 legislators engaged
- Focus bills:
 - SB 1718 / HB 561 (certification hours banking)
- Proposed changes:
 - Allow banking of:
 - 20 leadership hours
 - 40 reading endorsement hours
- DOE discussing limits per year (to ensure ongoing PD participation)
- Collaboration underway with Miami-Dade & Broward to support bill sponsor
- Next steps:
 - Train legislative committee members
 - Assign legislators to board members (“adopt-a-legislator” model)
 - Expand advocacy network statewide

Discussion highlights:

- Strong value of administrator voice in legislative discussions
- Concerns raised about unintended consequences of PD requirements

Professional Standards

- Communication reminder sent to administrators (attendance expectations, professionalism)
- No active cases reported
- Continued monitoring and proactive communication planned

Membership

- Current membership: 409 (plateauing)
- Challenges:
 - Limited recruits
 - Need for full administrator list to identify non-members
- Ideas discussed:
 - Cross-check OCPS admin list
 - Increase storytelling/visibility of OCASA impact
 - Target assistant principals more intentionally
 - Align membership push with golf tournament momentum

Events

- Primary focus: Upcoming Golf Tournament (March 2026)

Recognition

- Assistant Principal recognition upcoming
- Consensus to replicate prior successful recognition model (gift cards + packaging)
- Action: Begin preparations early

Communications / Social Media

- No report (chair absent)

Old Business

Cadre Leads & Branding

- Need for consistent communication and structure across cadres
- Pre-cadre virtual meeting scheduled:
 - Monday before cadre meeting at 4:30 PM
- Cadre lead list updated collaboratively during meeting
- Need to:
 - Finalize roster
 - Maintain accurate communication groups

OCASA Support During Tragedy

- Discussion deferred
- Plan to:
 - Consult district (Jose Martinez)
 - Develop formal support protocol

New Business

Executive / President

Elementary AP Appointment

- Nomination: Dr. Kenya Williams
- Motion: Amy McHale
- Second: Karena Chunoo
- Vote: Approved unanimously

Membership (continued discussion)

- Need for:
 - Strategic membership campaign
 - Increased presence at trainings/meetings
 - Clear messaging of OCASA value (advocacy, support, recognition)

Open Floor

- Reflections shared from Tallahassee experience
- Emphasis on:
 - Importance of administrator voice
 - Networking and collaboration across districts

Action Items & Owners

- Membership Team:
 - Obtain the full OCPS administrator list
 - Develop targeted membership strategy
- Legislative Committee:
 - Continue bill advocacy and coordination with other districts
 - Implement “adopt-a-legislator” model
- Cadre Leads / Exec Team:
 - Finalize cadre lead list
 - Schedule and prepare for pre-cadre meeting
- Recognition (Desiree):
 - Begin AP recognition planning
- Executive Team:
 - Develop tragedy response protocol
 - Coordinate with district leadership

Adjournment

Meeting adjourned at 6:33 p.m. following completion of agenda items.