

**Arkansas Council for Exceptional Children
Board of Director's Meeting – Hot Springs, Arkansas
November 7, 2006**

Record of Minutes:

Members Present:

Jenny Barber, President
Jill Simpson, President- Elect
Chris Foley- Vice-President
Sharon Stumbaugh- Past President
Debbie Atkinson, Secretary
Bonnie Boaz, Treasurer
Ron Love- AR CASE – Newsletter Editor
Barbara Gartin – Awards Chair – Website Master
Martha Burks- CAN Advisor
Rick Foti- Convention Planner
Jon Rainbolt- Representative to Representative Assembly
Dee Dee Cain- Scholarship Chair
Laura Bunch – Membership Chair
Rose Merry Kirkpatrick- Historian
Carrie Tuttle – DCDT President
Jennifer Hune – CCBD President

The regular meeting of the Arkansas Council for Exceptional Children was called to order at 2:35 p.m. by Jenny Barber, President. It was determined that a Quorum was present and business could be conducted.

Minutes:

The council members had the opportunity to review the minutes of the September 21, 2006 meeting. Sharon Stumbaugh made the motion to accept the minutes as reviewed. Martha Burks seconded the motion. The minutes were entered into the record by a unanimous vote.

Treasurer's Report:

Bonnie Boaz presented the Financial Report for 06-30-06. The reports as well as the subdivision reports were admitted to the record for review. The End of Year Treasurer's Report indicated that AR-CEC has a balance of \$151,900.90 (Attachment A). There is a checkbook balance of \$142,550.53 and Petty Cash of \$ 62.34 to equal a total accounting of \$142,612.87 for 11/07/06. (Attachment B). A Conference Expense/Income Report was shared with the board. Jill Simpson asked for clarification regarding the last four (4) expenses/incomes on the list. Bonnie reported that the amounts that were registered as income should, in fact, be listed as expenditures. The report was entered into the record with those corrections.

Bonnie also asks that the Board Members that are requesting reimbursement for expenses please use the new Reimbursement forms. Barbara Gartin explained that the new forms could be put on the website for accessibility. Bonnie will send Barbara the forms.

Sharon asked if the forms needed to reflect the new per diem rates that were adopted at the last board meeting. Bonnie said that she would review and if needed, revise the forms so that they can be made available on the AR-CEC website.

The subdivision reports were distributed for review (Attachment C). Bonnie announced that the Student Leadership Fund Account has been eliminated as of 06-30-06.

The floor was open to discussion concerning the financial reports. Jon Rainbolt asked about the dates of the end-of-the-year reports. National CEC was thought to have rolled National CEC to an accounting period of July 1 to January. Rose Merry shared that National CEC changed their practices because of the dates of the National Conference. It was thought that the rationale was due to National CEC not being able to have a full accounting before their ending period. Jon asked the board if it would be "better" to structure our accounting period January 1 to January 1. Rick and Bonnie stated that it would be difficult to "have all the conference money straightened out" from the state conference by the proposed January 1. Committee agreed that the reporting period should stand as is until such time that the Treasurer feels that it would be beneficial to change.

Old Business:

Recommendations from the Policy Committee: Rose Merry Kirkpatrick had no report from the committee at this time.

Vacant Cultural and Linguistic Diversity Chair: Jenny reported that she had contacted Carol Douglas about the Cultural and Linguistic Diversity Chair. To date, Jenny had not received a response from Ms. Douglas about the position. Jenny asked for the Council's assistance in locating a potential candidate for the position. Jenny stated that the position could be filled at the February, 2007 meeting.

Consideration of Topical Conference for 2007: Jon Rainbolt and Ron Love brought to the Board Member's attention that CASE and AASEA is holding a joint conference on June 11-12, 2007 at the Wyndham Hotel in North Little Rock. The topic of the conference is to focus on what has been the #1 need as determined by the state LEA's, Data Interpretation. Jon shared that the dates for the joint conference was in direct conflict with the proposed dates of the AR-CEC retreat.

There was discussion about CEC joining in the sponsorship of the CASE and AASEA conference. Jon Rainbolt made the motion that **"CEC approach AASEA to offer an equal sponsorship in the June 11-12 training in Little Rock.** Barbara Gartin seconded the motion. The floor was open to discussion. The motion was called to a vote and was accepted with unanimous vote. Jill expressed her concerns about the cash flow involved with CEC entering into an agreement as an equal partner. Jenny asked Jon if he would represent CEC in approaching AASEA and CASE to determine CEC's involvement, if any for the June conference. Jon agreed to report his conversations with CASE and AASEA at the February CEC Board meeting.

Sharon Stumbaugh asked how our participation in the AASEA and CASE conference would effect the CEC retreat. Jenny reported that Mt. Magazine is not an option for the retreat in 2007 due scheduling problems. **Jennifer Hume made the motion that CEC use the pairing with the AASEA and CASE in lieu of the Topical Conference.** Sharon seconded the motion. The vote was unanimous in favor of the motion.

The floor was open to discussion concerning the format of the retreat. Jenny reported that typically CEC needs a full day to address the business of changing from last year's board to the next year's board. Jon suggested that CEC just "add another day" to the CASE/AASEA's confrence for the retreat training. Historically, Jenny reported that the training began at noon on the first day and concluded by noon on the second day. Jon is to check with the Wyndham Hotel in NLR and report to the board at the February, 2007 meeting. If the date(s) can be confirmed, Jenny will email the Board members so that they can mark their calendars for planning.

Report from National DEC Conference:

Jenny reported that DEC gave CEC all of the left over door prizes. CEC paid for snacks and refreshments in the Volunteer Room. National DEC placed 8 1/2 x 11 sign on the refreshment table after being reminded numerous times of the agreement for a large sign acknowledging AR CEC's contribution. Over 100 people who attended worked as facilitators. DEC only charged the persons working in the conference 1/2 of conference registration if they documented 4 hours of work. Jenny said that idea might be something that CEC could consider in the future. Bonnie asked Jenny's assistance in acquiring receipts from Gail King and Pam Pounders for the money that was supplied for the table decorations.

Webmaster Report: Web Site Progress Report

The job description of the Web Master was to be reviewed by the November 7th board meeting but was unavailable. **Jill Simpson moved to Table the decision on the job description of the web-master until such time that the board members could review and discuss options and suggestions.** Barbara seconded the motion. The job description will be provided by Barbara and distributed for review before the February Board meeting.

Conference 2006 Report:

Jill expressed her appreciation to DeeDee Cain and the SCEC students for serving as facilitators during the CEC conference. DeeDee asked that the board members "encourage" the students to enter the Special Education field and show their appreciation for the student's participation in the conference.

Jenny reported that if the Program has more ads for next year that a different binding system will have to be done.

Jill reported that the call for papers has already been sent for the 2007 Conference.

Appreciation was expressed to the board for all the door prizes. Thank you letters have been sent to the contributors for items that have been received to date.

Jill Simpson reported that Wednesday during the Vendor's Social, there will be a table for Pre-Registration for the conference participants for Thursday and Friday's meetings.

Rick reports that the Vendor Hall is "full and looks really good". There was a general discussion on other conference's vendor situations.

Rick reported that there are 652 registered for Thursday lunch and 266 for Wednesday's lunch. These numbers do not include on-site registration. There are also some people that are registered that do not come to the lunch. Rick estimates that the final numbers should be "somewhere in the 700 range".

Jill expressed her sincere gratitude to all the board members for their help and guidance.

Jon suggested that CEC recognize the Russellville School personnel that assisted with the organization and preparation of the conference that was above and beyond their school duties. CEC is paying for the room and board of the Russellville staff that will be attending the conference to assist. Laura Bunch suggested a gift certificate from a local restaurant to show our appreciation. **Jon made the motion to authorize Jenny or Chris to purchase each of the two (2) secretaries a \$100.00 gift certificate as a token of our appreciation.** Ron Love seconded the motion. The motion passed with unanimous vote.

Rick Foti expressed his appreciation to the Board Members for the "fun job" and that Friday, November 10, would be his last day of service to the CEC board. He will not be coming to the Board Meeting in February.

New Business:

Past President Report: Sharon reported that there are new forms for Nominating. Two (2) persons nominated for Secretary and 1 for Awards Chairman.

Jenny shared that a reporter from the Arkansas Democrat Gazette had contacted her with a request for an interview on Thursday. Jenny encouraged all the board members to join her in sharing information. If any board member wanted to be interviewed they were to give their cell numbers to Jenny.

Sharon made the motion that the meeting be adjourned for conference preparation duties. Ron Loved seconded the motion. The meeting was adjourned at 3:50 p.m.

Respectfully submitted:

Debbie Atkinson, Secretary