

**Arkansas Council for Exceptional Children**

**Board of Directors' Meeting**

**2/15/2011**

**Attendees:**

Jill LaRosa, President

Paul Johnston, Vice President

Patty Kohler, Secretary

Courtney Williams, Awards and Scholarship Chair

Laura Bunch, Membership Chair

Jon Rainbolt, Rep to Rep Assembly

Dean Newell, CAN Representative

DeeDee Cain, President Elect

Leslie Rush, SCEC Advisor

**I. Call to Order:** Meeting was called to order at 9:50 by President LaRosa after a quorum was established.

**II. Approval of Minutes:** Jon moved and Laura seconded that the minutes be approved as written. Minutes were posted on the WIKI. Motion passed unanimously.

**III. Old Business**

- a. Insurance Report :** Jon Rainbolt reported that he contacted two companies for insurance. One, National Alliance of Special Event Planners, Inc., is sending a quote. The second, a Hot Springs company, First Arkansas Insurance, is also providing information. Both were told that alcohol is served at two socials. The convention center's catering service has to hold the liability insurance for the alcohol. ARCEC can get 1 or 2 million dollars of coverage. There is a one-time premium per event. Jon is waiting for additional information from the insurance providers. ARCEC needs to have the policy in place by the conference. There is no additional news on the individual who was injured. Jon also noted that he was told that there is no video of the event. Jon also noted that any insurance company will cover a special event.
- b. Teacher Grant Guidelines:** DeeDee provided proposed guidelines. (Grant Incentive Program). Jill suggested that members be given priority for the grant. Other

changes/issues/suggestions/additions: add facility to “school and school district”. Monies are to be used for students/children. Laura noted that ARCASE will provide dollars (up to \$2000.00 this year) to assist. See minutes from November 12. DeeDee suggested that this be on the rotation similar to the scholarships and awards. Preservice teachers will not be eligible. Dollars will be given immediately to award winners. Up to \$4000 total will be awarded. Eliminate this language: and/or with families. Incomplete forms will not be considered. DeeDee will incorporate other suggestions into the application form and rubric. After changes are made, DeeDee will send these electronically to board and Dean for additional changes and dissemination.

#### **IV. New Business**

- a. **Appointment of Scholarship Chair:** Barbara Gartin resigned, and Courtney Williams was appointed as scholarship chair until the June meeting.
- b. **Policy updates:** Jill contacted RoseMerry and checked to see if any policies needed to be updated. She said none, and the board had none to be updated.

#### **V. Officer Reports**

- a. **President-Elect:** DeeDee suggested that board look at using a student to take care of the web page. A stipend should be offered to the student. This will be discussed at the June board meeting (see report). Members should think about this between now and the June board meeting.
- b. **Vice President:** Paul indicated that he has a new RFP and has started a new vendor registration file (see report). Fall evaluations are ready to be sent. He has been working with the communications chair on the website. He indicated that he was not running for president-elect. He will continue to assist as much as he can during the transition. We will have to elect a president-elect and a vice president.
- c. **Past President:** Kathleen (absent) asked that ARCEC decide what to do about the ballot since there are not enough officer candidates. Jill suggested that a note about write-in candidates being accepted accompanies the ballot. DeeDee asked that a mass email go out to the membership asking if anyone is willing to serve. Laura indicated that some possible candidates may not meet the membership requirement. An individual who runs has to be a member “two years prior to nomination and election” according to policy (page 2 in the Bylaws).
- d. **Secretary:** No report.
- e. **Treasurer:** Report provided to board. Total amount in the ARCEC account is \$181,771.32. The ADE still owes the CEC board \$5000. Need to think about giving money for awards and put this on the budget as a line item.
- f. **Scholarship and Awards Chair:** In 2010, money was given for awards. Deadline for awards nominations is May 31. The 2010 teacher of the year will attend the national CEC conference in

April. Courtney recommended that money be awarded to general education teacher, special education teacher, and paraeducator winners. Patty moved and Paul seconded that the general education teacher, special education teacher and paraeducator each be given \$500 each this year.

- h. Rep to Rep Assembly:** Jon indicated that Ron will not attend the national conference. Ron recommended that Courtney attend because she is running for Rep to Rep Assembly. She was appointed to go to the conference by President LaRosa.
- i. Student CEC:** Leslie indicated that new officers have been elected (see report). The president and vice president are attending the national conference.
- j. Membership Chair:** Laura indicated that there are 365 members (284 professional, 2 retired, and 51 students).
- k. Communications Chair:** Website upgrade has begun. See narrative report. On the second page of the report are some recommendations for making sure that content on the web be received in an electronic, finalized, edited version. Items will be sent to various chairs for editing and resubmission if there are problems with formatting.
- l. Historian:** No report.
- m. CAN:** Dean reported that he has been sending out reports as they are received from CEC.
- n. ARCASE:** A meeting will be held in April. Dollars for Grant Incentive will be discussed.
- o. CCBD:** No report.
- p. CCBD:** Plans to do transition summit every other year. CCBD is looking at a topical conference in the off years.
- q. DEC:** No report.
- r. DDD:** No report.

Jill asked that members indicate whether they need a room for the June retreat.

## **VI. Adjourn**

Courtney moved and Leslie seconded that the meeting adjourn. Motion carried. Meeting was adjourned at 11:50.

Respectfully submitted,

Patty Kohler, ARCEC Secretary