

Arkansas Council for Exceptional Children

Board of Directors' Meeting

6/8/11

Attendees:

Jill LaRosa, President

DeeDee Cain, President Elect

Paula Wood, Vice President

Kim Davis, Scholarship Chair

Leslie Rush, SCEC Advisor

Audie Alumbaugh, Treasurer

RoseMerry Kirkpatrick, Historian

Laura Bunch, Membership Chair

Suzie Baker, DADD President

Courtney Williams, Awards Chair

Dean Newell, CAN

Jon Rainbolt, Rep to Rep Assembly, Conference Coordinator

Patty Kohler, Secretary

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

II. Approval of Minutes: Jon moved and RoseMerry seconded that the minutes be approved. Motion carried

III. Old Business

Before business was discussed, introductions were made. Several new members were introduced.

- a. **Insurance:** Jon Rainbolt reported that he had contacted three different companies. Two declined to provide an estimate. First Arkansas Insurance/Hot Springs, Inc. provided a quote for \$186.00 for the annual CEC state conference. It was reported that alcohol would not be an issue of liability for CEC. Laura moved that we accept the recommendation that ARCEC go

- with FAI/HS, Inc. and Patty seconded the motion. Coverage will be extended to Tuesday before the conference through Friday when the conference is over.
- b. **Student stipend to do web page:** Laura moved that we add to the budget, up to \$1000 for webmaster annually. Jon seconded the motion. Audie reported that there was a line item already for newsletter/website. The \$1000 will be added to this line item. Motion carried. Communications chair will identify and supervise. DeeDee will identify the Communications chair and the two of them will work to find an appropriate webmaster and develop procedures. DeeDee will get the webmaster to post pictures of past awards winners on the website.
 - c. **Teacher Grant update:** DeeDee recommended using a rubric with members of CEC having an advantage when applying for a grant. September CEC Board meeting, 2011 will be the deadline. Courtney will work with the new Awards chair to make selection. Money will go into Scholarship/Teacher Grant line item. AR CEC and AR CASE are co-sponsoring this. Final recommendations will be completed this week and sent to CEC members.
 - d. **Web Page procedures:** This item was not covered because it was discussed earlier in the meeting.

IV. New Business

- a. **President's Comments on 2010-2011:** President LaRosa talked about her year as president and her gratitude for the year's accomplishments. Jon Rainbolt will be President Elect and Paula Wood will be Vice President.
- b. **Policy Updates:** No policy updates.

V. Officer Reports

- a. **President Elect:** Some items have been covered (grant incentive guidelines, Communication Chair). Dean was thanked for his service as CAN Representative. Items for conference were identified, and DeeDee asked that board think about dividing the conference responsibilities among the membership. DeeDee has put information about the conference on a flashdrive to be passed forward.
- b. **Vice President:** (Jon is not vice president/Paul is vice president). Jon indicated that the ADE said CEC could be the forum for standards-based IEP training (ADE supported this). Common Core standards information will be provided as well. Both of these areas will be areas of emphasis for this year's CEC conference. Jon asked specific members to assume jobs for the conference. He will continue to ask members to help. Paul's report was shared. Two vendors are confirmed for the conference.
- c. **Treasurer:** ARCEC has \$127,698.25. Jill LaRosa will be the new treasurer. Mileage rate has changed, and Audie explained the reimbursement process (send in a self addressed envelope when sending the reimbursement form to the treasurer). Employer taxpayer ID number is

included on the W-9 provided. See report. RoseMerry reminded the president that an audit committee needs to be appointed to make a report in September. RoseMerry, Jon and Paula were appointed to this committee. Committee will meet today.

d. **Awards Chair:** Two exceptional student scholarship applications have been received. DeeDee moved that both students receive the monetary award for the exceptional student award and Jon seconded. Motion carried. Eight total packets have been received for awards. Nominations have been received in almost all categories. Courtney recommended reducing the amount of paperwork required for award process. She also recommended a co-teaching award. DeeDee moved and Patty seconded that a co-teaching award be created-announced this year, and awarded next year.

e. **Rep to Rep Assembly:** Courtney and Jon attended the National Conference. He has flash drives with available information if anyone is interested. Some topics covered in the national meeting: future of CEC, national president's report, finances of CEC...other items. CEC is in process of developing some position papers on common core and other issues.

f. **ARSCEC:** Executive board is meeting this weekend. ARSCEC is looking at having more of a team approach and not just advisor driven work.

g. **Membership Chair:** Laura passed out a list of current members. Currently there are 341 members in ARCEC.

h. **Historian:** Some work needs to be done with policies regarding ARSCEC treasurer responsibilities and processes. A policy needs to be drafted to make this clear. RoseMerry indicated that the policy manual needs to reflect the board's desires. Sometimes policies need to be updated and need to match board action. Leslie and RoseMerry are going to work on proposed policy changes and bring these to the board in September.

i. **CAN Chair:** Dean has sent updates to members over the year and has met with a couple of state legislators this year. He indicated that some emails were returned when he sent out information.

j. **ARCASE:** Laura indicated that CASE will still do membership booth and support the teacher grants. Jon recommended that Dan Reschley be brought in to talk about teacher evaluations in November.

k. **CCBD, DEC and DDBT:** No report.

l. **DADD:** The goal is to increase membership and have a preconference that will bring in OTs, PTs, and SLPs.

Jon asked about having sessions audio-recorded. DeeDee indicated that session attendees frequently inquire about having handouts provided electronically. DeeDee suggested looking at getting handouts electronically this year and looking at audio-recordings next year. A code should be required so that only attendees can have access.

VI. Adjourn

Board training will take place at 4:15. Suzie moved, and Paula seconded that the meeting adjourn. Motion carried. Meeting adjourned at 4:00.

Respectfully Submitted,

Patty Kohler, Secretary