

## Arkansas CEC Board of Directors' Meeting

September 12, 2012

### Attendees:

Jon Rainbolt, President

Stephanie Lawrence, President Elect

Jill LaRosa, Treasurer

Patty Kohler, Secretary

RoseMerry Kirkpatrick, Historian

Laura Bunch, Membership

Kimberley Davis, Scholarship

Leslie Rush, SCEC Advisor

Courtney Williams, Elected Rep to Rep Assembly

Stephanie Heidelberg, Appointed Rep to Rep Assembly

Tosha Palmer, CCBBD Past President

Muriel Sims, DEC Past President

Becky Butler, DADD President

### Call to Order:

Meeting was called to order at 10:42. A quorum was established. Jon passed out a pre-call to order format for members to follow.

### Officer Reports:

**President, Jon Rainbolt:** Registration form has been distributed to AEA, Administrators' Association, ADE, and other organizations. Members were encouraged to distribute the registration form to distribution lists. Jon is working on the program and encouraging presenters to offer a second session. This totals 55 sessions thus far. There are 9-11 rooms available per time period. Some rooms are crowded. Jon needs information about Make and Take presentations. State speakers are encouraged to focus on state issues. Jon will arrange for conference insurance. He asked for confirmation on when members will be arriving and leaving. Planning committee members are Stephanie Lawrence, Jill LaRosa, Laura Bunch, Courtney Williams, Leslie Rush, Patty Kohler, and DeeDee Cain. Jon will ensure that the rooms are reserved. Others

will need to make reservations through the Embassy Suites. CEC meeting times are 1-5:00 on November 6 and 2:30-4:30 on November 8.

**Vice President, President Elect-Stephanie Lawrence:** Will need to have a discussion about president elect in new business.

**Past President, DeeDee:** (not present) indicated that there were 17 vendors to date. DeeDee has not heard from FireLight. Jon has one box of bags. Courtney will let DeeDee know that we want 600 bags.

**Secretary, Patty:** Passed out copies of minutes. Will need to update website officer list after Jon provides changes.

**Treasurer, Jill:** Jill cleared the hot check. Budget has been received from DADD. Other need to send in budget. RoseMerry, Jon, Kimberley, and Jill will conduct an audit today.

**Elected Rep to Rep, Courtney:** Courtney updated board on current issues in Washington. National CEC is scheduled April 3-5, in San Antonio.

**Appointed Representative, Stephanie H.:** Stephanie H. had no report.

#### **Committee Reports:**

**Scholarship:** Kim has collected pictures and is revising scholarship applications. Letters were mailed to Jill in June.

**Awards:** Rene (not present), met with Becky Butler to revise descriptions this past summer.

**SCEC Advisor:** Leslie indicated that tee shirts are celebrating 90 years of CEC. Shirts will be red and will be sold at exhibit hall. Silent auction items are being collected. Student board met on July 3<sup>rd</sup>. 500 donation requests were sent out. About 50-60 donations have been collected. Students want to put dollars toward student grants and have a student retreat. Students also want to offer chapter recruitment incentives. Student CEC is sponsoring a preconference with Douglas Little on Facilitated IEP meetings and conflict resolution 12-4:30 on Wednesday, November 7.

**Membership:** Laura will have current member list at conference. National is running a campaign for a discount on renewing and new members that can be checked during the conference.

**Communications:** Need to update officer list. Members need to send jpeg picture to Patty.

**Historian:** RoseMerry distributed copies of information on Ada Thompson and Donna Reed. Patty will put this on website with the scholarships. Laura will try to get a picture of Donna from her husband. Rene Crow may have a flash drive with a picture of Ada Thompson.

**CAN:** Mary was absent, no report.

#### **Sub-Divisions:**

**ARCEC:** Dawn was not present, but report was presented by Leslie.

**ARCASE:** Laura reported for ARCASE; a preconference is scheduled. Courtney will do the birthday themed celebration.

**ARCCBD:** Tasha had no report.

**ARDCDT:** Paul was not present, and Jill updated email address for Paul. A few conference proposals were submitted.

**ARDEC:** No report from Muriel.

**ARDADD:** Becky indicated that a preconference was being provided on LINKS Curriculum. The sub-division is working on constitutional changes to align with ARCEC.

#### **Old Business:**

**Leadership Conference Summer:** Jon asked who went. Not sure if anyone went. Will check with DeeDee to see if she attended.

**Certificates and Awards/Plaques:** Jon has template for plaques.

**Retreat for 2013:** Will be held at Red Apple Inn and will be in condos. Students may have a retreat a day before or after the ARCEC retreat.

**Courtney suggested a "MEET THE BOARD" function or activity during the conference.** Tasha moved that Courtney and Leslie facilitate a meet the board activity. Muriel seconded. Motion carried. The activity will occur during the entire conference, a percentage of board members will need to be contacted. A prize will be awarded. Leslie moved that the prize be registration to the 2013 conference and paid hotel for 1 night for 2013 conference. Jill seconded. Motion carried.

**Courtney suggested a "Walk in my Shoes" activity.** She has enlisted the assistance of a few families.

Email received from Rene Crow during board meeting. Kimberley will present the awards for Rene. Rene won't be able to attend the conference. She will be asked to send a flier to Jon re: awards.

#### **New Business:**

**Stephanie's old position:** Stephanie started on July 1 as Vice President, and the president elect resigned. RoseMerry moved that president's advisory committee meet and recommend an individual to fill vacant position of vice president and that this person's name be brought before board in November. This person will serve until end of appointed year or until replaced by duly elected successor. Laura seconded. Motion carried.

**Early registration stops on November 2, 2012.** Ticket for events will not be provided for onsite or late registrants. Color coded badges will be used to differentiate. Conference committee will meet right after board meeting.

**Stephanie H. needs a policy notebook.** RoseMerry will provide this to her.

**Kimberley will have Members Only room** Wednesday evening and all day Thursday.

**Leslie asked Jon about snacks for preconference.** She will inform him by October 1 regarding snacks needed. She asked about hotel room for speaker. This will be added to block of rooms. Jon will also be contact for speaker/headset. Muriel and Tasha will facilitate their own sessions.

**Courtney asked about having cupcakes** for dessert at the luncheon. Jon will check.

**Courtney is going to continue \$20.00 Birthday Bucks** for the conference for members only.

Courtney moved and Stephanie L. seconded that meeting adjourn. Motion carried. Meeting adjourned at 1:41.

Respectfully submitted,

Patty Kohler