

COUNCIL FOR EXCEPTIONAL CHILDREN

BOARD OF DIRECTORS MINUTES

April 2, 2008 – 8:30 a.m.-3:00 p.m.
April 3 2008 – 8:30 a.m.-5:00 p.m.
April 6, 2008 – 8:30 a.m.-12:00 noon

Boston, Massachusetts

Day One – April 2nd

1.0 Call to Order and Official Items

President Susan Fowler called the meeting of the Board of Directors (BOD) to order at 8:34 a.m. and welcomed members of the Board of Directors.

Record of Attendance; Determination of Quorum (Agenda Item 1.1)

President Fowler then asked Secretary, Bruce Ramirez, to call the roll. A quorum of the following members was present:

Susan Fowler	President
Kathleen Puckett	President-Elect
Mary Ruth Coleman	Immediate Past President
Carol Eisenbise	Treasurer
Marci Brauchie	Member-at-Large
Pamela Coe	Member-at-Large
Elizabeth Drame	Member-at-Large
Raquel Gonzales	Member-at-Large
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Sharon Ishii-Jordan	Member-at-Large
Barbara Kozma	Member-at-Large
Beverly McCoun	Member-at-Large
Sherry Meschko	Member-at-Large
Monika Williams Shealey	Member-at-Large
James Siders	Member-at-Large
Trisha Steinbrecher	Student Member
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large
Roberta Unger	Member-at-Large

Adoption of the Agenda (Agenda Item 1.2)

MOTION: Patricia Hensley moved to adopt the agenda. Marci Brauchie seconded.

Motion carried.

Approval of Board January 18, 19, 20, 2008 Meeting Minutes (Agenda Item 1.3)

MOTION: Louis Tutt moved to approve the January 18-20, 2008 Board Meeting Minutes as presented. Elizabeth Drame seconded.

Motion carried.

Consent Topics (Agenda Item 1.5)

The Consent Topics included the February 27, 2008 Board Information Conference Call Notes; and Board electronic actions approving revised and new diversity related terminology in the *CEC Policy Manual* Glossary and approving President Fowler's nomination of Candace Borger to serve a three-year term as Chairperson of the Canadian/U.S. Standing Committee.

MOTION: Roberta Unger moved to approve the consent topics. Sherry Meschko seconded.

Motion carried.

2.0 New Business

Student Board Member Term of Office (Agenda Item 2.1)

President Fowler indicated that notice was provided to the CEC membership (via the CEC Web site) to amend the CEC Constitution and Bylaws to increase the Student Board Member term of office. During the 60-day posting, no comments were received on the proposed amendment.

MOTION: Amanda Hopkins moved to amend the CEC Constitution and Bylaws, Article V, Section 4(a) and Article XI, Section 3(a)(1) to increase the term of office for the Student Member of the Board of Directors from one year to two years effective 2009. Trish Steinbrecher seconded.

Motion carried.

Policy on Safe and Positive School Climate (Agenda Item 2.2)

Directors considered the proposed Policy on Safe and Positive School Climate. Following Director comments suggesting the need for further refinement, President Fowler appointed Jim Siders, Mary Ruth Coleman, Barbara Kozma and Amanda Hopkins

to revise the proposed policy based on Board discussion for further Board consideration and action on April 3rd.

Board Convention and Expo Schedule (Agenda Item 5.2.1)

The Directors reviewed Board meeting, governance, recognition, socials and appreciation responsibilities during the Annual Convention and Expo.

Strategic Plan (Agenda Item 3.1)

President Fowler reviewed the status of the Board's strategic planning to date including the Representative Assembly Strategic Plan discussion scheduled for April 14th and 15th.

The Board divided into six small groups to discuss the goals, issue statements, outcomes, success indicators and strategies. Each group reported back to the full Board and Director dialogue followed on six goals and associated outcomes: (1) teaching and learning conditions; (2) evidence-based special education practice; (3) CEC's international presence; (4) community and membership; (5) public policy and advocacy; and (6) organizational effectiveness. Dialogue also included suggested success indicators and strategies for selected outcomes.

4.0 Discussion Topics and Emerging Issues

Board Development (Agenda Item 4.2)

Directors participated in a discussion on "Achieving Equity in Special Education: History, Status, and Current Challenges" facilitated by Dr. Donna Ford, Guest Editor of the *Exceptional Children* Special Issue on Culturally Diverse Exceptional Students: Remembering the Past, Looking Toward the Future.

President Fowler declared the meeting in recess at 3:00 p.m. on April 2, 2008.

COUNCIL FOR EXCEPTIONAL CHILDREN

BOARD OF DIRECTORS MINUTES

April 2, 3, 6, 2008

Boston, Massachusetts

Day Two – April 3rd

1.0 Call to Order and Official Items

President Susan Fowler introduced Marcia Mittnacht, the Massachusetts State Director of Special Education. Ms. Mittnacht welcomed the Board to Boston, discussed state priorities and issues relative to students with exceptionalities, and extended appreciation for the opportunity to support the annual Convention and Expo.

Record of Attendance; Determination of Quorum (Agenda Item 1.1)

President Fowler called the meeting of the Board of Directors (BOD) to order at 8:45 a.m. President Fowler then asked Secretary, Bruce Ramirez, to call the roll. A quorum of the following members was present:

Susan Fowler	President
Kathleen Puckett	President-Elect
Mary Ruth Coleman	Immediate Past President
Carol Eisenbise	Treasurer
Marci Brauchie	Member-at-Large
Pamela Coe	Member-at-Large
Elizabeth Drame	Member-at-Large
Raquel Gonzales	Member-at-Large
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Sharon Ishii-Jordan	Member-at-Large
Barbara Kozma	Member-at-Large
Beverly McCoun	Member-at-Large
Sherry Meschko	Member-at-Large
Monika Williams Shealey	Member-at-Large
James Siders	Member-at-Large
Trisha Steinbrecher	Student Member
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large
Roberta Unger	Member-at-Large

2.0 New Business

Policy on Safe and Positive School Climate (Agenda Item 2.2)

The Directors reviewed and discussed the revisions to the Policy on Safe and Positive School Climate.

MOTION: **Barbara Kozma moved to adopt the revised Safe and Positive School Climate statement as a policy of the Council for Exceptional Children. Marci Brauchie seconded.**

Motion carried.

5.0 Governance and Organizational Reports

International Role (Agenda Item 5.1.3)

President Fowler noted that the workgroup had been established at the January 2008 Board meeting. Potential candidates to chair the workgroup have been identified and the President will forward a nomination to the Board for electronic discussion and action.

Board Unit Liaison Contacts (Agenda Item 5.2.2)

Directors received the Board Unit Liaison Contacts Report summarizing Board member contacts with their assigned state/provincial affiliate and division presidents. Directors commented on the importance of this outreach.

Liaison Contacts with Committee and Workgroup Chairs (Agenda Item 5.3)

President-Elect Kathleen Puckett indicated she had written to each of the committee chairs to introduce herself and remind them that the President-Elect was charged with overseeing their work and assisting with their reporting to the Board.

Nominations Committee (Agenda Item 5.4.1)

Immediate Past President and Nominations Committee Chair Mary Ruth Coleman announced that the positions of President-Elect, Member-at-Large Non-Designated (3 positions), Member-at-Large Classroom Ranks, Member-at-Large Diverse Ethnic and Multicultural Groups and Student Board Member were being contested this year. Committee members will continue to solicit nominations during the Convention and Expo.

February 2008 Finance Report (Agenda Item 5.5.1)

Directors reviewed the February 2008 financial statement.

Canadian CEC (Agenda Item 5.6)

Jennifer Tong provided an oral report on Canadian CEC activities which included dissolution of Canadian CEC, provincial *Yes I Can!* Awards participation, and growing recognition of leadership and professional development challenges. President Fowler

noted that a Special Citation Resolution commending the Canadian CEC was on the Representative Assembly agenda.

Secretary (Agenda Item 5.7)

Board Secretary Bruce Ramirez indicated that new and amended policies are being sent to Board members to update their *CEC Policies Handbook*.

Dialogue with Committee and Workgroup Chairs on the 2009-11 Strategic Plan (Agenda Item 5.8)

President Fowler welcomed Committee Chairs LaVerne Buchanan (Elections), Kathlene Shank (Professional Standards and Practice) and Cindy Chambers (Students) and Workgroup Chairs Scott Rossig (Representative Assembly) and Rachelle Bruno (Evidence-Based Practices Pilot Core Team) and provided a brief overview of the Board's 2009-11 strategic planning to date. Discussion ensued on the proposed goals, issue statements and outcomes and ideas for committee and workgroup involvement relative to strategies and activities.

Professional Standards and Practice Committee Evidence-Based Practices Pilot Final Report and Draft Practice Study Manual (Agenda Item 5.9)

President Fowler referenced the "Summary of Phone Call between Evidence Based Practice Pilot Core Team and President Fowler, March 18, 2008" in introducing this agenda item. Directors received the Professional Standards and Practice Committee *Evidence-Based Practices Pilot Core Team Final Report (April 2008)* and *Draft State of Evidence for Special Education Professional Practices: Practice Study Manual (March 21, 2008)*. Rachelle Bruno, Chair Evidence-Based Practices Pilot Core Team, and Kathlene Shank, Chair, Professional Standards and Practice Committee, provided opening remarks and indicated the Practice Study Manual was a working draft and that the committee intended to edit and revise the document. Director discussion ensued, with numerous comments and questions as well as the need for additional information, about the pilot process and outcomes and the development and use of the coding rubrics. Directors unanimously agreed to continue the discussion on April 6th.

6.0 Management Reports

Executive Director Update (Agenda Item 6.1)

Executive Director Bruce Ramirez and Associate/Assistant Executive Directors Linda Marsal (Membership Services), Deb Ziegler (Policy and Advocacy Services), Joan Melner (Marketing and Communications Services), Richard Mainzer (Professional Services), and Michael Shifflett (Administrative Services) highlighted key accomplishments and activities in membership, constituent services and conventions; marketing, communications, website and sales/advertising; public policy advocacy and the Step-by-Step International Project; journals, publications, continuing education, and professional standards; and finance and accounting, human resources, operations and information technology. Discussion ensued in response to individual Director comments and requests for additional information.

4.0 Discussion Topics

Quality Program Standards and Guidelines (Agenda Item 4.1)

The Board unanimously agreed to postpone this introductory discussion on quality program standards and guidelines.

7.0 Public Comment

No requests were received to address the Board during the public comment period.

President Fowler declared the meeting in recess at 4:20 p.m. on April 3, 2008.

COUNCIL FOR EXCEPTIONAL CHILDREN

BOARD OF DIRECTORS MINUTES

April 2, 3, 6, 2008

Arlington, Virginia

Day Three – April 6th

2.0 Call to Order and Official Items

Record of Attendance; Determination of Quorum (Agenda Item 2.1)

President Susan Fowler called the meeting of the Board of Directors (BOD) to order at 8:35 a.m. President Fowler then asked Secretary, Bruce Ramirez, to call the roll. A quorum of the following members was present:

Susan Fowler	President
Kathleen Puckett	President-Elect
Mary Ruth Coleman	Immediate Past President
Carol Eisenbise	Treasurer
Pamela Coe	Member-at-Large
Elizabeth Drame	Member-at-Large
Raquel Gonzales	Member-at-Large
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Sharon Ishii-Jordan	Member-at-Large
Barbara Kozma	Member-at-Large
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Sherry Meschko	Member-at-Large
Monika Williams Shealey	Member-at-Large
James Siders	Member-at-Large
Trisha Steinbrecher	Student Member
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large
Roberta Unger	Member-at-Large

4.0 Discussion Topics and Emerging Issues

2009 Convention Program Planning Program Chair (Agenda Item 4.3)

Gerald Reynaud, Convention Program Chair, noted program highlights from the 2008 Annual Convention and mentioned several potential follow-up activities for next year's Convention program. The Program Chair outlined changes to the 2009 Convention Call for Presentations and Papers.

5.0 Governance and Organizational Reports

Committees, Workgroups, and Other Advisory Groups (Agenda Item 5.1.1)

Co-Chairpersons Liz Drame and Sherry Meschko presented the Workgroup update report including a summary of the April 5, 2008 committee meeting. The Workgroup has surveyed President-Elects, committee and workgroup chairs, and staff liaisons. This information is being used to recommend changes to CEC policies relative to committees, workgroups and other advisory groups, which the workgroup expects to have completed for Board comment in July.

Professional Standards and Practice Committee Evidence-Based Practices Pilot Final Report and Draft Practice Study Manual (Agenda Item 5.9)

The Board resumed discussion of the Evidence-Based Practices Pilot report. The Directors considered that the Practice Study Manual was a draft and agreed to request further information about the rigor of the pilot, division interest and participation, and other related matters. President Fowler summarized next steps for Board consideration in July.

Awards Workgroup (Agenda Item 5.1.2)

The Board received minutes from the Awards Workgroup's April 3, 2008 meeting. Chairperson Jim Siders summarized the Workgroup's discussion. It was requested that the Workgroup submit a report with findings and recommendations for the July or October Board meeting.

Representative Assembly Recommendations (Agenda Item 4.4)

The Board received a summary of the April 4th and 5th Representative Assembly discussion on the proposed 2009-11 Strategic Plan goals, outcomes, and success indicators and comments during the Member Concerns and Public Comment portions of the meeting assembly.

The Directors considered the Assembly comments and suggestions on the 2009-11 Strategic Plan. It was agreed the Officers and Executive Director would revise the goals, issue statements and outcomes based on Representatives' comments and suggestions. The revised Strategic Plan goals, issue statements and outcomes would then be posted for a Board e-Community discussion.

The Directors considered the Assembly Member concerns and comments and will continue to consider these comments in its subsequent work. In response to unit concerns

about effective electronic communication, President Fowler appointed Board members Pat Hensley, Pam Coe, Trish Steinbrecher and Marci Brauchie to serve on the Board Ad Hoc Technology Workgroup to review ways to improve electronic communication between CEC and its units. A Workgroup report is to be provided in July 2008.

8.0 For the Good of the Order and Adjournment

Upcoming Meetings (Agenda Item 8.1)

President Fowler noted the Board Information Conference Call, May 21st, and Board Conference Call Meeting, July 16th and 17th.

Acknowledgements and Appreciations (Agenda Item 8.2)

President Fowler thanked and congratulated staff individually for a successful 2008 Annual Convention and Expo. She also extended appreciation to the Directors. She then declared the Board of Directors Meeting adjourned at 11:45 a.m. on April 6, 2008.