

# COUNCIL FOR EXCEPTIONAL CHILDREN

## BOARD OF DIRECTORS MINUTES

July 30, 2007 -7:00 p.m. – 10:00 p.m.

July 31, 2007 – 7:00 p.m. – 10:00 p.m.

Arlington, Virginia

Day One – July 30

### 1.0 Call to Order and Official Items

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

President Mary Ruth Coleman called the meeting of the Board of Directors (BOD) to order at 7:02 p.m. EDT. President Coleman asked the Secretary (Bruce Ramirez) to call the roll. The quorum of the following members were present:

Mary Ruth Coleman	President
Susan Fowler	President Elect
Jamie Hopkins	Immediate Past President
Stan Dublinske	Treasurer
Marci Brauchie	Member-at-Large
Elizabeth Drame	Member-at-Large
Carol Eisenbise	Member-at-Large
Michael Hardman	Member-at-Large
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Caroline Marrett	Student Member
Beverly McCoun	Member-at-Large
Sherry Meschko	Member-at-Large
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large
Roberta Unger	Member-at-Large

#### Adoption of the Agenda (Agenda Item 1.2)

**MOTION: Roberta Unger moved to adopt the agenda as presented. Marci Brauchie seconded.**

Motion carried.

Approval of Consent Agenda (Agenda Item 1.3)

**MOTION: Beverly McCoun moved to accept the consent agenda as presented. Pat Hensley seconded.**

Motion carried.

**2.0 Unfinished Business**

U.S. / Canada Workgroup (Agenda Item 2.1)

Chairperson Jennifer Tong, reported on workgroup activities including a survey of CEC members in Canada. The workgroup will be meeting in September at CEC Headquarters to review the results of the survey and draft its action plan.

Unit Participation in CEC Governance Workgroup (Agenda Item 2.2)

Chairperson, Susan Fowler reviewed the workgroup's progress and will be submitting a report and recommendations to the Board for its October meeting.

Workgroups, Committees, and Other Advisory Groups Workgroup (Agenda Item 2.3)

Liz Drame and Sherry Meschko, Co-chairs, reported that they are currently clarifying the workgroups charge and developing a plan of action for the conduct of its activities.

Awards Workgroup (Agenda Item 2.4)

President Mary Ruth Coleman reported that she will be contacting individuals regarding their interest to serve on the workgroup. Without objection the Board agreed that a new timeline will be developed to complete the workgroup's charge.

**3.0 New Business**

Response to Intervention (Agenda Item 3.1)

Deborah Ziegler, Associate Executive Director for Policy and Advocacy Services, reported that after several electronic discussions on Response to Intervention by the Representative Assembly that there continued to be some issues of concern. This could require further discussion on any remaining issues.

**4.0 Governance**

President – International Activities (Agenda Item 4.1.1)

President Coleman reported on the DISES/CASP Special Education Forum held in Lima, Peru, July 8-12, 2007. She will also be representing CEC at the Canadian CEC Meeting in February. She plans to have a discussion during the Board's October Meeting on CEC's future international role.

President – Summer Leadership Institutes (Agenda Item 4.1.2)

President Coleman thanked the CEC staff for all their hard work for this leadership meeting. She reported that she informed state/provincial affiliate and divisions that members of the Board would be contacting them as part of their unit/liaison duties.

President – Elect ( Agenda Item 4.2)

President Elect, Susan Fowler reported to the Board the 2008 Board Meeting Schedule. This schedule of events will be posted in the BOD eCommunity.

**MOTION: Susan Fowler moved to accept the 2008 Board Meeting Dates as presented. Caroline Marrett seconded.**

Motion carried.

Treasurer -2006 Audit (Agenda Item 4.3.1)

Stan Dublinske reviewed the Audit highlights.

**MOTION: Stan Dublinske moved to accept the 2006 Audit Report. Pat Hensley seconded.**

Motion carried.

Treasurer- June 2007 Financial Report ( Agenda Item 4.3.2)

Michael Shifflett reviewed the June Statement of Accounts. Shifflett pointed out any 10% variances.

Treasurer – 2007 Forecast/ 2008 Program Plan and Budget Timeline( Agenda Item 4.3.3)

There will be a Finance and Audit Committee Meeting at Headquarters September 7- 9<sup>th</sup>. The Program Plan and Budget will be mailed to Board members August 31<sup>st</sup>.

Immediate Past President – Election Slate (Agenda Item 4.4.1)

Jamie Hopkins sent the Election Slate for the 2007 membership-wide election to the Board members at an earlier date. The election will be held October 2 – 30<sup>th</sup>.

Immediate Past President – Nominees for the Nominations Committee ( Agenda Item 4.4.2)

This year the nominations committee will be seeking nominations for members representing: member-at-large, Divisions and International members. The committee members are elected by the representative Assembly and the deadline for submissions is October 1<sup>st</sup>.

Immediate Past President – Past Presidents Forum( Agenda Item 4.4.3)

The forum will be held October 26-27 at CEC Headquarters.

Canada Update (Agenda Item 4.5)

Jennifer Tong gave an updated report on Canadian CEC. There will be a new Canada unit starting in New Brunswick. Canadian CEC will also be hosting a provincial *Yes I Can!* celebration. The CCEC National Conference will be held in Winnipeg in October. The Canadian CEC has also begun to acquire sponsorships for scholarships.

## **5.0 Management Reports and Other Informational Items**

### Executive Director Update (Agenda Item 5.1)

Michael Shifflett, Assistant Executive Director of Administration Services, reported that CEC is recruiting for a Marketing and Communications AED. Operations team has constructed a new office for this position. Human resources will be investigating other options for health insurance as there has been a 60.5% increase in costs.

Linda Marsal, Assistant Executive Director of Membership Services, reported that the Student Transitional program trial period is over and will be recommended to the Finance and Audit Committee to be added into the 20008 budget.

Richard Mainzer, Assistant Executive Director of Professional Services, reported that the Evidence Based Practice Pilot team will be meeting at headquarters in September.

Deborah Ziegler, Assistant Executive Director of Policy and Advocacy, reported that the CAN Meeting in June was very successful. The CAN members presented Senator Grassley with a CEC award. The Policy and Advocacy team is currently working on Part C Regulations of No Child Left Behind.

Bruce Ramirez, Executive Director, reported that the Marketing and Communications Services Team will move forward. He also noted that Henry Winkler is being looked at as a possible keynote speaker for the 2008 Annual Convention.

### Strategic Plan Progress Update ( Agenda Item 5.2)

Bruce Ramirez reported the highlights of his Strategic Plan update report.

\*\* President Coleman declared the meeting in recess at 10:02 p.m. on July 30, 2007\*\*

## Day Two

### Call to Order and Official Items

#### Determination of Quorum (Agenda Item 1.1)

President Coleman called the meeting of the Board of Directors (BOD) to order at 7:03 p.m. President Coleman asked the secretary (Bruce Ramirez) to call the roll. The following members were present.

Mary Ruth Coleman	President
Susan Fowler	President Elect
Jamie Hopkins	Immediate Past President
Stan Dublinske	Treasurer
Liz Drame	Member-at-Large
Carol Eisenbise	Member-at-Large
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Caroline Marrett	Member-at-Large
Beverly McCoun	Member-at-Large
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large

#### 6.1 Critical Issues

The critical issues identified by the Representative Assembly in April were discussed and the Board members asked that CEC staff provide a report of activities CEC is currently doing related to the top ten critical issues. It was agreed that staff would send a copy of the report to all Board members that was completed in 1995.

### 7.0 For the Good of the Order and Adjournment

Without objection, President Mary Ruth Coleman declared the Board of Directors meeting adjourned at 9:06 p.m. on July 31, 2007.

CEC Board of Directors Record of Voting

**Y=Yes, N=No, A=Abstain, O=Absent**

Motions	1.2	1.3	4.2	4.3.1
2007 Board Members				
Mary Ruth Coleman*	A	A	A	A
Susan Fowler	Y	Y	Y	Y
Jamie Hopkins	Y	Y	Y	Y
Stan Dublinske	Y	Y	Y	Y
Marci Brauchie	Y	Y	Y	Y
Liz Drame	Y	Y	Y	Y
Carol Eisenbise	Y	Y	Y	Y
Michael Hardman	Y	Y	Y	Y
Patricia Hensley	Y	Y	Y	Y
Amanda Hopkins	Y	Y	Y	Y
Sharon Ishii-Jordan	O	O	O	O
Barbara Kozma	O	O	O	O
Caroline Marrett	Y	Y	Y	Y
Beverly McCoun	Y	Y	Y	Y
Sherry Meschko	Y	Y	Y	Y
Theodore Pikes	O	O	O	O
James Siders	O	O	O	O
Jennifer Tong	Y	Y	Y	Y
Louis Tutt	Y	Y	Y	Y
Roberta Unger	Y	Y	Y	Y
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>

\* “The president (chair) does not vote unless it is to break a tie vote or create a tie vote.” (Robert’s Rules of Order, 1999, p. 153.)