

# COUNCIL FOR EXCEPTIONAL CHILDREN

## BOARD OF DIRECTORS MEETING MINUTES

April 1, 2009 – 8:30 a.m. – 3:00 p.m.

April 2, 2009 – 8:30 a.m. – 5:00 p.m.

Seattle, Washington

Day One – April 1<sup>st</sup>

### 1.0 Call to Order and Official Items

#### Welcome and Introductions

President Puckett called the meeting of the Board of Directors to order at 8:37 a.m.

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

President Puckett then asked Secretary Bruce Ramirez to call the roll. A quorum of the following Directors was present:

Kathleen Puckett	President
Jacqueline Mault	President Elect
Susan Fowler	Immediate Past President
Carol Eisenbise	Treasurer
Marci Brauchie	Member-at-Large
Iris Kerbis Cantor	Member-at-Large
Pamela Coe	Member-at-Large
Elizabeth Drame	Member-at-Large
Vincent Harper	Student Member
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Sharon Ishii-Jordan	Member-at-Large
Clayton Keller	Member-at-Large
Barbara Kozma	Member-at-Large
Eileen Raymond	Member-at-Large
Monika Williams Shealey	Member-at-Large
Ronald Tamura	Member-at-Large
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large

Rachael Gonzales, Member-at-Large, joined the meeting at 9:15 a.m.

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

**MOTION: Sharon Ishii-Jordan moved to adopt the agenda as presented.  
Jennifer Tong seconded.**

Motion carried.

Approval of the Board January 16, 17, 18, 2009 Meeting Minutes (Agenda Item 1.3)

**MOTION: Lou Tutt moved to approve the Board January 16, 17, 18, 2009 Board Meeting minutes. Eileen Raymond seconded.**

Motion carried.

Consent Topics (Agenda Item 1.4)

The Consent Topic was the Board's February 23, 2009 Information Conference Call Notes.

**MOTION: Susan Fowler moved to approve the consent topic. Elizabeth Drame seconded.**

Motion carried.

## **2.0 New Business**

2014 Convention and Expo Site Selection (Agenda Item 2.1)

Anmarie Kallas, Senior Director of Conventions, reviewed the 2014 Convention and Expo Site Selection Report recommending Philadelphia, Pennsylvania as the site for the 2014 Annual Convention and Expo. Board discussion ensued during which staff provided additional clarifying information.

**MOTION: Marci Brauchie moved to approve April 9-12, 2014 and Philadelphia, Pennsylvania as the dates and site for the 2014 CEC Annual Convention and Expo, subject to contract negotiations. Barbara Kozma seconded.**

Motion carried.

Division for Physical and Health Disabilities (DPHD) Request for an Exemption from the Minimum Division Membership Requirement (Agenda Item 2.2)

Directors discussed the request from DPHD for an exemption from CEC's minimum division membership requirement for the 2009 CEC administrative year. Linda Marsal, Associate Executive Director for Membership services, reported the division is in compliance with other requirements for a division and is collaborating with CEC's Membership Services Team.

**MOTION: Jennifer Tong moved to exempt the Division for Physical and Health Disabilities from CEC's minimum division membership requirement for the 2009 CEC administrative year. Iris Kerbis Cantor seconded.**

Motion carried.

### 2010 International Conference (Agenda Item 2.3)

Deb Ziegler, Associate Executive Director for Policy and Advocacy Services, summarized the status of planning for a DISES, CEC, International Step by Step Association, and Center for Education Initiatives sponsored international conference on educating children with disabilities in inclusive settings. Directors then discussed CEC's responsibilities and projected budget commitments for the event.

**MOTION: Sharon Ishii-Jordan moved to approve CEC's involvement in the international conference – *Embracing Inclusive Education Approaches for Children and Youth with Special Education Needs, July 11-14, 2010, Riga, Latvia*. Clayton Keller seconded.**

Motion carried.

## **3.0 Discussion Topics and Emerging Issues**

### Teaching and Learning Conditions (Agenda Item 3.1)

This Board discussion began with a summary of the Board's March 11<sup>th</sup>-27<sup>th</sup> online discussion on the most critical issues CEC needs to address regarding collaboration and meaningful partnerships among special and general education teachers. Directors identified content and context issues related to collaboration such as class size, time, policy and practice conflicts, response to intervention roles, inclusion, administrative support, models of effective collaboration, issues relative to professional preparation at institutions of higher education as well as the implications of the Obama Administration's education priorities.

## **4.0 Governance and Organizational Reports**

### Workgroup on Committees, Workgroups, and Other Advisory Groups Final Report and Committee and Workgroup Handbook (Agenda Item 4.1.1)

The Board received the Final Report of the Workgroup on Committees, Workgroups and Other Advisory Groups which included the *Committee and Workgroup Handbook* as an attachment. The *Committee and Workgroup Handbook* is intended to serve as a resource and guide for the functioning of Board committees and workgroups. Director discussion ensued.

**MOTION: Amanda Hopkins moved that the Board of Directors receive the *Committee and Workgroup Handbook* (March, 2009) as submitted by the Workgroup on Committees, Workgroups and Other Advisory Groups with the understanding and intent that the responsibilities, procedures, guidance and processes outlined in the *Handbook* serve as the operational framework for the Board and its committees and workgroups.**

**Further, moved that the President Elect be responsible for making future changes to the *Committee and Workgroup Handbook* and informing the Board of these changes.**

**Further, moved that all committee and workgroup chairs receive a copy of the *Handbook* upon their appointment and that the President Elect conduct an orientation with chairs using the *Handbook*.  
Barbara Kozma seconded.**

Motion carried.

Awards Workgroup Final Report and Recommendations (Agenda Item 4.1.2)

The Board received the Awards Workgroup April 2009 Final Report. Chair Susan Fowler outlined the report's two recommendations: that the *Yes I Can!* Awards be coordinated through a subcommittee of the Honors Committee; and that the Board of Directors appoint a workgroup to conduct an analysis of the current honors program and recommend ways an expanded awards program could support the vision and mission of CEC as well as be better aligned and integrated. After Director discussion, it was determined that the Workgroup Chair would contact the Chair of the Honors Committee regarding both recommendations for Honors Committee consideration. A motion to establish an Honors Committee *Yes I Can!* Awards Subcommittee could be considered at a forthcoming Board meeting or online.

Board Convention and Expo Schedule (Agenda Item 4.2.1)

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

Board Unit Liaison Contacts (Agenda Item 4.2.2)

Several Directors provided reports on contacts with state and provincial unit and division presidents. President Puckett encouraged Directors to continue to make their contacts and report the results.

## **5.0 Executive Session**

Without objection, President Puckett declared an Executive Session to discuss legal, personnel, and financial matters. The Directors then met in Executive Session.

At the conclusion of the Executive Session, President Puckett stated that the Board of Directors met in Executive Session for the purposes listed above and discussed only those items identified for discussion prior to going into Executive Session. There were no disagreements or objections filed.

*\*\*President Puckett declared the meeting in recess at 3:00 p.m. on April 1, 2009.\*\**

# COUNCIL FOR EXCEPTIONAL CHILDREN

## BOARD OF DIRECTORS MEETING MINUTES

April 1, 2009, 8:30 a.m. – 3:00 p.m.

April 2, 2009, 8:30 a.m. – 5:00 p.m.

Seattle, Washington

Day Two – April 2<sup>nd</sup>

### 2.0 Call to Order and Official Items

President Kathleen Puckett called the meeting of the Board of Directors to order at 8:40 a.m.

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

President Puckett called upon Secretary Bruce Ramirez to call the roll. A quorum of the following Directors was present:

Kathleen Puckett	President
Jacqueline Mault	President Elect
Susan Fowler	Immediate Past President
Carol Eisenbise	Treasurer
Marci Brauchie	Member-at-Large
Iris Kerbis Cantor	Member-at-Large
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Ronald Tamura	Member-at-Large
Jennifer Tong	Member-at-Large
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### **3.0 Discussion Topics and Emerging Issues**

#### 2010 Convention Program Planning – Program Co-chairs (Agenda Item 3.2)

Convention Program Co-chairs Lynn and Doug Fuchs discussed opportunities and challenges under consideration for the professional program including important themes such as RTI; program balance such as exceptionalities, age levels; general educators and new formats. Directors commented and noted issues/topics for program consideration.

#### Board Development on Teaching and Learning Conditions – Dr. James McLeskey (Agenda Item 3.3)

Dr. James McLeskey, University of Florida, facilitated a Board discussion on The Conditions of Teaching and Learning in Special Education. Topics and dialogue focused on student outcomes, evidence-based practices, teacher preparation, professional development, teacher attrition, school structure and climate, administrative support and leadership, working conditions and possibilities for improvement.

### **4.0 Governance and Organizational Reports**

#### Liaison Contacts with Committee and Workgroup Chairs (Agenda Item 4.3.1)

President Elect Jacqueline Mault reported she has been in contact with committee and workgroup chairs as a follow-up to the January Board meeting.

#### Dialogue with Committee and Workgroup Chairs (Agenda Item 4.4)

President Puckett welcomed Committee Chairs Candace Borger (Canadian/U.S.), Michelle McCollin (Diversity), Debbie Ballard (Elections Standing), Carol Eisenbise (Finance and Audit Standing), Susan Fowler (Nominations Standing), Kathlene Shank (Professional Standards and Practice), Scott Rossig (Representative Assembly), Andrea Abel (Student); and Workgroup Chairs Susan Fowler (Awards Workgroup), Elizabeth Drame and Sherry Meschko (Committees, Workgroups, and Other Advisory Groups), and Clayton Keller (CEC's International Role). They then introduced themselves and each gave a brief description of their current committee/workgroup priority activities. The Chairs received a copy of the new *Committee and Workgroup Handbook*, and President Puckett encouraged its review and conveyed the Board's expectation that the Handbook serve as a guide to the functioning of committees and workgroups.

#### Nominations Standing Committee (Agenda Item 4.5.1)

Chair and Immediate Past President Susan Fowler outlined the positions to be contested during the upcoming CEC election and distributed the updated Leadership in Action brochure for 2009 nominations. In terms of pathways to leadership within CEC, the Committee is looking forward to the Representative Assembly discussion on nurturing unit leadership to inform its work.

#### Finance and Audit Standing Committee (Agenda Item 4.6.1)

Treasurer Carol Eisenbise announced that the Finance and Audit Standing Committee is scheduled to meet during the convention to review the draft 2008 audit.

#### February 2009 Statement of Activities (Agenda Item 4.6.2)

Treasurer Eisenbise summarized the February 2009 Statement of Activities.

## **5.0 Executive Session**

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## **6.0 Management Reports**

### CEC Partnerships, Coalitions, National Center Participation (Agenda Item 6.1)

Executive Director Bruce Ramirez reviewed CEC's participation in national coalitions, association partnerships, national centers and initiatives. The list will be updated and will include international collaborations.

### Key Strategic Plan and Management Update Items (Agenda Item 6.2)

Executive Director Ramirez outlined new convention program, expo and marketing features; and noted key achievements including a new colorful six-page 2009-11 strategic plan brochure, featured multicultural convention sessions, multicultural event planning, and new key senior staff. The Associate Executive Directors noted highlights relative to the *CEC Membership Q&A for States, Provinces and Divisions*; the *American Recovery and Reinvestment Act*; and the Sixth Edition of *What Every Special Educator Must Know – Ethics, Standards and Guidelines*.

## **7.0 Public Comment**

There was no public comment.

## **8.0 Appreciations and Adjournment**

President Puckett thanked Directors for their active participation and support. Board members expressed their appreciation to the President as well as staff.

*\*\*President Puckett adjourned the meeting at 4:10 p.m. on April 2, 2009.\*\**