

COUNCIL FOR EXCEPTIONAL CHILDREN

BOARD OF DIRECTORS MEETING MINUTES

October 3, 2008 – 5:00 p.m. – 7:45 p.m.
October 4, 2008 – 8:30 a.m. – 5:00 p.m.
October 5, 2008 – 8:30 a.m. – 12:00 noon

Arlington, VA

Day One – October 3rd

Welcome

President Susan Fowler opened the meeting and welcomed Directors.

Board Development on Evidence Based Practice and Translation of Research to Practice

President Fowler introduced Sam Odom, Director of the FPG Child Development Institute at the University of North Carolina Chapel Hill. Dr. Odom's presentation, "*The Tie That Binds: Evidence-Based Practice, Implementation Science, Early Intervention,*" brought about extensive Director dialogue.

CEC Facebook Demonstration

The Marketing and Communications Services Team provided an overview and introduction to CEC's new Facebook page, including information to be promoted and special features.

President Fowler declared the meeting in recess at 8:02 p.m. on October 3, 2008.

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Arlington, VA

Day Two – October 4th

1.0 Call to Order and Official Items

President Susan Fowler called the meeting of the Board of Directors (BOD) to order at 8:31 a.m.

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
Rachael 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
Trisha Steinbrecher	Student Member
Jennifer Tong	Member-at-Large
Louis Tutt	Member-at-Large
Roberta Unger	Member-at-Large

Adoption of the Agenda (1.2)

Without objection, the Diversity Committee Interim Report was removed from the Consent Topics and added under Committees (Agenda Item 3.5).

MOTION: Pat Hensley moved to adopt the agenda as revised. Roberta Unger seconded.

Motion carried.

Approval of the Board July 16-17, 2008 Meeting Minutes (Agenda Item 1.3)

MOTION: Jennifer Tong moved to approve the Board July 16, 17, 2008 Board Meeting minutes. Sherry Meschko seconded.

Motion carried.

Consent Topics (Agenda Item 1.4)

The Consent Topics included the Board's August 27, 2008 Information Conference Call Notes; and the Elections Committee Interim Report.

MOTION: Sharon Ishii-Jordan moved to approve the consent topics. Rachael Gonzales seconded.

Motion carried.

2.0 New Business

2009-2011 Strategic Plan Success Indicators and 2009 Strategies (Agenda Item 2.1)

Executive Director Bruce Ramirez reviewed the process for developing the strategic plan, success indicators and strategies. The Board divided into six small groups to discuss the success indicators and strategies related to each strategic goal; each group reported back to the full Board and Director dialogue followed, suggesting further refinement of the success indicators and strategies.

2009 Proposed Program Plan and Budget (Agenda Item 2.2)

Bruce Ramirez reviewed the FY 2009 proposed program plan and budget as revised (September 22, 2008) and highlighted key budget elements, including the clarification requested by the Finance and Audit Committee and expanded section outlining strategies to implement the strategic plan. Treasure Carol Eisenbise then discussed the Finance and Audit Committee's review of the Executive Director's proposed program plan and budget and its recommendation that the Board approve the 2009 proposed program plan and budget as revised.

MOTION: Barbara Kozma moved to adopt the proposed 2009 Program Plan and Budget as revised (September 22, 2008). Louis Tutt seconded.

Motion carried.

Proposed Evidence-Based Practice Study Pilot (Agenda Item 3.5.1.a)

Rachelle Bruno, Chair of the Evidence-Based Practices Core Team, discussed plans for a beta test of process set forth in the practice manual for classifying the state of evidence for special education professional practices and addressed questions from the Directors.

MOTION: Sharon Ishii-Jordan moved to appoint a Workgroup to be chaired by Rachelle Bruno comprised of seven members to implement a beta test of the process described in “Classifying the State of Evidence for Special Education Professional Practices: Practice Study Manual, July 2008 (Attachment), during the 2009 administrative year. The beta test will involve the conduct of at least three Practice Studies in collaboration with divisions in order to evaluate the Practice Study process with respect to the reliability of the practice classifications, efficiency improvements, timelines of the process, final outcome and overall cost effectiveness.

It was further moved that the Workgroup will function under the supervision of the Professional Standards and Practice Committee (PSPC) and will report to the Board through the Committee. The Workgroup Chair shall appoint workgroup members, subject to the approval of the PSPC Chair. Funding for this pilot would be through the 2009 Program Plan and Budget.

It was further moved that the Workgroup shall submit a mid-year report through the Committee to the Board of Directors by July 1, 2009; and a final report, including the Workgroup’s findings, conclusions, and recommendations, by November 30, 2009. Elizabeth Drame seconded.

Motion carried.

Elections Committee Chair Appointment (Agenda Item 2.3.1)

President Fowler indicated that two candidates are under consideration for the Elections Committee Chair position. The President will forward a nomination to the Board for consideration and action via electronic means.

Student Committee Chair (Agenda Item 2.3.2)

President Fowler presented the resume of Andrea Abel, her selection for the Chairperson of the Student Standing Committee.

MOTION: Trish Steinbrecher moved appoint Andrea Abel to the position of Chairperson of the Student Standing Committee for a two-year term commencing January 1, 2009 and ending December 31, 2010. Rachael Gonzales seconded.

Motion carried.

Nominations Committee Board Member Appointment (Agenda Item 2.3.4)

MOTION: Mary Ruth Coleman moved to appoint Pam Coe to serve on the Nominations Committee for a two-year term, beginning January 1, 2009 through December 31, 2010. Pat Hensley seconded.

Motion carried.

Student Board Member (Agenda Item 2.3.5)

Following candidate telephone interviews and discussion, the Board took action.

MOTION: Mary Ruth Coleman moved to appoint Vincent Harper to the position of Student Member on the CEC Board of Directors for a two-year term beginning January 1, 2009 and ending December 31, 2010. Beverly McCoun seconded.

Motion carried.

CEC Public Policy Agenda for the 111th United States Congress (Agenda Item 2.4)

Associate Executive Director Deb Ziegler presented CEC's proposed Public Policy Agenda for the 111th United States Congress and addressed questions about the priorities. Without objection "equitably and appropriately" was added to the identification statement under the gifted education section.

MOTION: Marci Brauchie moved to adopt CEC's Public Policy Agenda for the 111th United States Congress as amended. Carol Eisenbise seconded.

Motion carried.

RtI Position Statement Amendment (Agenda Item 2.5)

Director's discussed the proposed revisions to the position statement on Response to Intervention: The Unique Role of Special Education and Special Educators. Discussion indicated a need to further clarify the proposed revisions. Without objection, President Fowler postponed further Board discussion and action on this agenda item to Sunday morning, October 5th.

3.0 Governance and Organizational Reports

Board Unit Contacts (Agenda Item 3.1.1)

Individual Directors discussed their efforts to contact their assigned state/provincial affiliate and division presidents and the importance of continued outreach to unit leaders.

Committee Nominations-Open Call (Agenda Item 3.2.1)

President-Elect Kathleen Puckett outlined efforts to solicit committee nominations, including the Website homepage link for committee leadership opportunities and correspondence to unit presidents and executive directors.

August Statement of Activities (Agenda Item 3.3.1)

Treasurer Eisenbise presented the August 2008 Statement of Activities and noted variances of 10% or more between year-to-date actual and forecast line item figures.

Finance and Audit Committee Report (Agenda Item 3.3.2)

Treasurer Eisenbise discussed the Finance and Audit Committee report and recommendations, meeting with CEC's auditing firm, Tate and Tryon, and outlined for Directors new Internal Revenue Service regulations and compliance efforts.

Nominations Committee (Agenda Item 3.4.1)

Committee Chair Mary Ruth Coleman the results of the Pathways to Leadership Survey and the draft Committee plan for nurturing leadership within CEC.

Diversity Committee Interim Report (Agenda Item 3.5.2)

President-Elect Kathleen Puckett summarized the Diversity Committee Report removed from the Consent Agenda for Board discussion. The President-Elect will follow-up with the Chair to clarify several of the recommendations in terms of Committee responsibility.

5.0 Executive Session

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

At the conclusion of the Executive Session, President Fowler 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.

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Arlington, VA

Day Three – October 5th

Microsoft SharePoint Demonstration

Assistant Executive Director Mike Shifflett provided an overview of Microsoft SharePoint, which will replace the iMIS e-Community for Board, Representative Assembly, committee and workgroup communication.

1.0 Call to Order and Official Items

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

President Susan Fowler called the meeting of the Board of Directors (BOD) to order at 9:08 a.m. Secretary Bruce Ramirez called the roll. The following Board members were present constituting a quorum:

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
Rachael Gonzales	Member-at-Large
Patricia Hensley	Member-at-Large
Amanda Hopkins	Member-at-Large
Sharon Ishii-Jordan	Member-at-Large
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Louis Tutt	Member-at-Large
Roberta Unger	Member-at-Large

4.0 Management Reports and Other Information Items

Executive Director Update (Agenda Item 4.1)

Bruce Ramirez presented a report covering the third quarter of the administrative year. Highlights included technological advancements, personnel, marketing and communications, membership growth, convention and expo planning, public policy advocacy, and professional services.

3.0 Governance and Organizational Reports

Workgroup on CEC Committees, Workgroups and Other Advisory Groups Final Report on Proposed Policy Amendments (Agenda Item 3.6.1.a)

Workgroup Co-Chairs Elizabeth Drame and Sherry Meschko summarized the workgroup's final report on proposed changes to the CEC Constitution and Bylaws and policies for Board discussion.

Workgroup on CEC Committees, Workgroups and Other Advisory Groups Constitution and Bylaws Proposed Amendments (Agenda Item 3.6.1.b)

Workgroup Co-Chairs Elizabeth Drame and Sherry Meschko summarized the proposed amendments to the CEC Constitution and Bylaws to clarify and update committee, workgroup and other advisory group provisions.

MOTION: Pat Hensley moved to amend the following sections of the CEC Constitution and Bylaws Article V, Section 5; Article VI, Section 7; Article VII, Section 3, Section 4, Section 5, Section 6; Article VIII, Section 2; Article IX, Section 1, Section 2, Section 3 and Section 4; and Article XI, Section 2, Section 3 as specified in Attachment A to clarify and update the Council's committee, workgroup and other advisory group provisions. Jennifer Tong seconded.

Motion carried.

Workgroup on CEC Committees, Workgroups and Other Advisory Groups Policy Proposed Amendments (Agenda Item 3.6.1.c)

Workgroup Co-Chairs Elizabeth Drame and Sherry Meschko referred to the proposed Policy amendments to clarify and update the CEC Policies relative to committees, workgroups and other advisory groups. Director discussion ensued.

MOTION: Mary Ruth Coleman moved to amend the following Chapters in SECTION TWO, Part 2 (Committees) of the CEC Policies as specified in Attachment A to update and clarify the Council's committee, workgroup and other advisory group policies: Chapter 01 – Guidelines for Committee Functioning, Para. 1-4; Chapter 02 – Committees Established by the Constitution and Bylaws, Para. 1-4; Chapter 03 – Other Committee (Standing, Ad Hoc, and Work

Groups), Para. 1-6; Chapter 04 – Committee Reports; and Chapter 05 – Advisory and Work Groups, Para. 1-2. Rachael Gonzales seconded.

Motion carried.

Workgroup on CEC Committees, Workgroups and Other Advisory Groups
Representative Assembly Workgroup: Committee Proposal (Agenda Item 3.6.1.d)
Workgroup Co-Chairs Elizabeth Drame and Sherry Meschko reviewed the Workgroup's rationale to transition the Representative Assembly Workgroup to Committee status. Without objection the Board approved the conduction of a Representative Assembly e-Community discussion on this change.

2.0 New Business

RtI Position Statement Amendment (Agenda Item 2.5)

Directors discussed and further clarified revised proposed amendments to the Interventions Section and Team Roles Section of the CEC Response to Intervention (RtI) Position. Kathleen Puckett moved and Carol Eisenbise seconded a motion to include a provision that staff conduct a review of the amendments to ensure internal consistency of the position statement. The motion carried.

MOTION: Mary Ruth Coleman moved to amend the Interventions Section and Team Roles Section of the CEC Position Statement on Response to Intervention: The Unique Role of Special Education and Special Educators as set forth in the revised position statement accompanying this motion pending staff review of the entire position statement to ensure internal consistency. Roberta Unger seconded.

Motion carried.

2009 Summer Leadership Institutes Dates (Agenda Item 7.1.1)

The State/Provincial Affiliate Leadership Institute will be held July 27-29, 2009; the Division Leadership Institute will be conducted July 30, 2009; and the Convention Program Advisory Committee will convene July 31, 2009.

Awards (Agenda Item 3.6.2)

President Fowler announced that she will be working with the Awards Workgroup on the preparation of the final report to the Board.

Acknowledgements and Appreciations (Agenda Item 7.2)

President Fowler thank and acknowledged the exemplary service of retiring Directors, Mary Ruth Coleman, Elizabeth Drame, Beverly McCoun, Sherry Meschko, Jim Siders, Trish Steinbrecher, and Roberta Unger. On behalf of the Board, Immediate Past President Mary Ruth Coleman recognized President Fowler for her visionary leadership during the past year and presented a gift of appreciation. Executive Director Ramirez

presented President Fowler with a CEC 75th anniversary statue and extended appreciation for a memorable year of leadership and service.

President Fowler adjourned the meeting at 12:15 p.m. on October 7, 2008.