

NORTH CAROLINA SCIENCE TEACHERS ASSOCIATION
NCSTA Board of Directors Meeting Minutes
Meredith College, Raleigh, NC
January 25, 2014

Board Members Present: Mark Case, Sam Wheeler, Michelle Benigno, Carrie Jones, Renée Coward, Sandra Weitzel, Linda Stroud, Angela Adams, Carol Moore, Randy Bechtel, Justin Tillett, Amanda Clapp, Teresa Cowan, Stephanie Grady, Fran Nolan, Manley Midgett, Tomika Altman-Lewis, Cindy Bullard, Joette Midgett, Kay Swofford.

Board Members Not in Attendance: Blair Driver, Tammy Schooley, Rebeca Worlds, Benita Tipton, Fred Beyer, Lori Peyton, Carolyn Elliott, Brad Woodard, Judy Day, Ann McClung, Beverly Vance, Carolyn Maidon.

Call to Order by President Mark Case at 10:05 a.m. Welcome and introductions of Board Members. President Case reviewed the minutes from the Executive Board Meeting. See Jan. 24, 2014 Executive Board Meeting Minutes.

Main Agenda Items:

July 2013 Minutes Approved

Motion to approve July 2013 Minutes submitted by Teresa Cowan and seconded by Michelle Benigno. Minutes approved. (November 2013 Board Minutes to follow.)

NSTA MOU Motion Approved

Recommendation from the Executive Committee to sign MOU with NSTA agreeing not to conduct an independent NCSTA PDI during 2018 when NSTA will hold a Regional Conference in Charlotte. (See MOU for full responsibilities/regulations.) (Kay Swofford informs that the Board is still obligated to fulfill the contract years with Benton Convention Center if we sign the MOU.) Motion passed.

Treasurer's Report

Carrie Jones introduced the 2014 NCSTA Projected Budget.

Discussion of Proposed 2014 Budget. Planning conservatively on approximate range of 2010 Income (\$140,000).

o Proposed Budget \$78,878 + 2014 PDI Budget \$55,430 = \$134,308

Discussion of President's Goals for 2014 NCSTA

1. Website: Recommend to the Board that the website be upgraded.
2. Discussion of 2-year vision for Retreat.
3. MOU from NSTA regarding the 2018 area conference. Recommend to Board to sign MOU.

Discussion of Website Problems as Related to the Projected Budget

Joette Midgett worked last year (2013) to try to repair problems with the website. Two main problems remain:

1. Forms (for Awards, Nominations, Grants, Presenter Contact Info, etc.) have no verifying response after the client submits a document. Causes confusion as to whether or not the document was received.
2. Need to streamline Event Registration process. Poor communication between two databases.

Recommendations from Executive Committee regarding Website Issue:

- Consider revamping website for approximately \$18,000 (to accommodate mobile devices). Could do a modified version for streamlining registration, voting, awards etc. at \$8,000.

Motion Approved. Justin Tillett submitted a motion to amend line item D6 on the 2014 budget (Web Operations Expense) from \$100 to \$18,000 in order to rebuild the website and insure the website can accommodate mobile devices. Randy Bechtel seconded the motion. Discussion regarding other options including knowledge and resources that Board Members can bring to the rebuilding/updating of the website.

Motion Approved. Motion to accept the amendment to the 2014 NCSTA Budget described above.

Expanding Leadership

President Case asked all board members to encourage NCSTA members to consider serving on the Board. Openings remain in the following committees: Multicultural, Non-Public Schools, Technology, and University Liaison. (Cindy Bullard volunteered to serve as the Editor of *The Reflector* and the *NCSTA Journal*. She also volunteered to assist with the University Liaison responsibilities, if needed.)

Standing Committee Reports (Please see Reports for Jan. 25, 2014 Document for full reports submitted.)

Awards-Tamika Altman-Lewis: Time will be dedicated at the March NCSTA Board Meeting to determine ways to encourage more participation in the Awards program.

Goals/Membership-Teresa Cowan: Encouraged all members to recruit NCSTA membership at statewide professional development events.

PDI-Michelle Benigno: PDI Theme: *Picture This* (To include bylines such as: 21st Century Schools, Teachers Excited about Science Education, All Children Learning, etc.); need for 2 Raffle Items as fundraisers from each Board Member; promote PDI with all Science Supervisors; Literacy, Science Standards, etc. emphasis; discussion of timing of PDI (conflicts with Fall-based Math Conference); and, discussion of Rates for PDI. The Working Group: Professional Development, will continue discussing revised rates for the PDI and bring a recommendation to the Board for approval.

The Reflector Editor-Cindy Bullard: Cindy Bullard volunteered to assume responsibilities of Editor for *The Reflector* and the *NCSTA Journal*.

Paul H. Taylor Trust Fund-Manley Midgett: Manley discussed Trust Account and encouraged Board to donate to the Trust Fund. (See Jan. 25, 2014 Report.)

District Directors

District 1 Blair Driver: Absent

District 2 Tammy Schooley: Absent

District 3 Randy Bechtel: The Board welcomes new District Director Randy Bechtel.

District 4 Angela Adams: Electronic report submitted.

District 5 Justin Tillett: Electronic report submitted.

District 6 Rebecca Worlds: Absent

District 7 Carol Moore: Interest in creating a STEM West like the STEM East project. Electronic report submitted.

District 8 Amanda Clapp: The Board welcomes new District Director Amanda Clapp. Amanda recognized Teresa Cowan for receiving the 2014 PAESMT Award.

Other Committee Reports

Envirothon-Sandra Weitzel: The Board welcomes new Board Member, Sandra Weitzel the Statewide Coordinator for Envirothon. (Sandra will submit documents electronically to all Board Members.)

History & Records-Brad Woodard: Absent

Legislative-Fred Beyer: Absent

Multicultural-TBD

Safety-Linda Stroud: Linda referenced electronic report submitted regarding dangers of flame tests in classrooms.

Science Fair-Judy Day: Absent

Science Olympiad-Manley Midgett: Discussed these events as good locations for encouraging science teachers to join NCSTA and find dynamic teachers to nominate for grants, awards, etc. Parents and Principals at these events might consider helping fund teachers PDI expenses.

Science Matters-Carolyn Elliott: Absent

Technology-TBD

Sponsorships-Manley Midgett discussed the Grant Report submitted to Burroughs Wellcome delineating PDI expenses, teacher travel, substitutes. (See Reports for Jan. 25, 2014 Document.)

Working Lunch in Working Groups

Service/Chair: Amanda Clapp

Professional Development/Chair: Michelle Benigno

Technology/Chair: Stephanie Grady

Membership/Chair: Teresa Cowan

Personnel/Chair: Carrie Jones

Reports from Working Groups

Professional Development/Chair: Michelle Benigno

Motion Approved. The PD Working Group submits the motion to revise the PDI Rates as reflected in the chart below. Board approved.

PDI Rate	Members	Non-Members
Early Bird Registration (July/Aug.) w/Credit Card Only	\$75	\$105
Pre-Registration (Sept.-Nov.)	\$90	\$125
Onsite Registration	\$110	\$150

Membership	Awards	Grants	Publication
<ul style="list-style-type: none">• Goal 30% Growth• List of representatives and regional science contacts from the community• Send PD and announcements to School rep.• Regional Contacts to be distributed to the board• Local newspaper press release	<p>Tomika Altman-Lewis</p> <ul style="list-style-type: none">• NC listserv• Beth Harris to announce awards• Awardee feature• April-Sept 15• Self- Nomination 2 letters support• Nomination letter/support letter• 250 word prompt• Sept 20 Review the nominations and determine awardees• Announcement to awardees Sept. 21• Press Release information to be a part of the nomination process	<ul style="list-style-type: none">• Lori Peyton• Stephanie Grady• Rolling dates	<ul style="list-style-type: none">• March 1• Design• Announcement• March 15 design an invitation and questionnaire for our regional contacts• Design initial membership blast• ? potentially by March 15 newsletter template• Maybe using contacts

Membership/Chair: Teresa Cowan

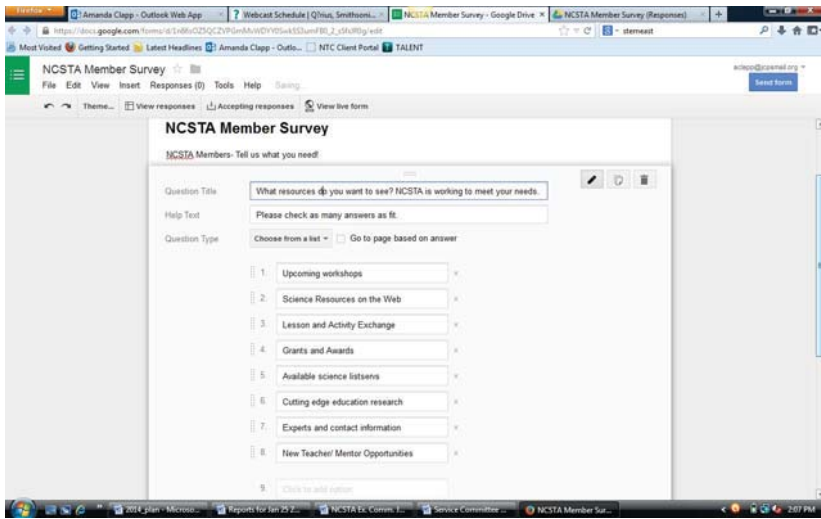
Members: Teresa Cowan, Carol Moore, Tomika Altman-Lewis, Randy Bechtel, Angela Adams, Becky Worlds, Linda Stroud, Cindy Bullard

Next Meeting for Awards-September 20, 2014 at 8:30??

Service/Chair: Amanda Clapp

Service Committee Present: Amanda, Stephanie Grady, and Sandra Weitzel

- Goal: Institute three service programs for membership
- The service committee recommends that we ASK our members what services they prefer from NCSTA.
- The survey will be sent via NCSTA membership list as a Google form. See below:



The survey will be sent to the board for approval by February first. After board approval, it will be distributed to District Directors to send to the membership.

The results will be compiled and analyzed at the March 15 NCSTA Board meeting. At that time, the Service committee will identify areas of highest need and pursue them.

Technology/Chair: Stephanie Grady

Needs to be determined immediately:

1. To ask for external bids to build the NCSTA website.
2. To have a deadline of March 1st for the bid proposals to be turned into Joette Midgett.
3. To have Joette Midgett to have a conference with the possible bidders to give the parameters needed for the website.
4. Need to send contact information to Joette Midgett for possible bid contacts.

Motion Approved. The Technology Working Group submits the following motion:

We in the technology committee recommend that we take external proposal bids for the NCSTA website that will be turned into Joette Midgett by March 1st, with permission to discuss and decide by telephone with the NCSTA Executive Council, with a target date of June 1st for testing, and a target expense of up to \$18,000. Board approval.

Personnel/Chair: Carrie Jones w/ Sam Wheeler, Justin Tillett, Joette Midgett

- We will meet quarterly on March 7th, July 11th, Sept. 5th at 6:30 p.m. at the University Club/Raleigh to internally review the financial books.
- Carrie will contact Julie (Fred Beyer's daughter/accountant who worked with us two years ago) to see about an external review for May.

Upcoming NCSTA Meetings:

March 15 at Meredith College in Raleigh

July 26 at Meredith College in Raleigh

September 20 at Meredith College in Raleigh

November 5 in Winston-Salem prior to the NCSTA PDI, Nov. 6-7, 2014.

Please see Jan. 25, 2014 Document for additional reports submitted.

Respectfully submitted,
Renée Coward
NCSTA Secretary

