

NCSTA Full Board Meeting Minutes
January 25, 2022
Format: Zoom

Meeting Called to Order at 7:04 by President MaryKate Holden

Members Present: MaryKate Holden, Carrie Jones, Brad Woodard, Michelle Hafey, Joette Midgett, Jennifer Stalls, Sandra Weitzel, Kristana Rogers, Carrie Fugle, Mary Ellen Durham, Carol Maidon, Adrienne Evans, Gavin Fradel, Manley Midgett, Mike Tally, Cliff Hudson, Laura Lowder, Brad Rhew, Lisa Tolley, Lindsay Smith, Tamika Altman, Kelly Ficklen (Quorum Reached)

MaryKate extended welcome to the current board for the 1st time and thanked them for serving. We have two PDI's in the same calendar year.

Carol Maidon is the new Constitution & Bylaws Committee Chair

Introductions were given by board members as each shared their name, position and something interesting about themselves as an Icebreaker.

Reminder only the Executive Board members and District Directors can vote during meetings. Anyone can bring up points of discussion. Anyone can make a motion or lead discussion.

Consent Agenda Vote

Sandra made motion to approve the Consent Agenda, Brad Rhew seconded; motion approved.

Budget & Finance Committee Presentation

Joette allowed screen sharing for information to be projected.

Mary Ellen Durham thanked the job that the Finance Committee did and has done since the Pandemic with the fiscal responsibility of the organization.

Durham shared that the Association functions based on projected income, along with attendance at PDI. Additionally there are memberships, vendor fees and other contributions. There will be a comparison to the PDI from 2019

Highlighted Items Include:

- Column A on the budget spreadsheet shows the Operating Costs for the organization, taking into account what it takes to exist from year to year.
- Column K indicates what the Finance Committee arrived at for this fiscal year; No face-to-face meetings until at the earliest August, so travel is a flexible item. The location of that meeting will be TBD.

There are reimbursement forms for travel and other items for Board members.

- Award Plaques Monies from the Burroughs-Wellcome Grant, we have had this grant every year since 2013, there is some carry over to this year. We have to buy these with or without the grant. There are \$18,000 to spend with the grant with \$2,400 of that already spent.
- The Virtual PDI serves as our source of income in February, based on the \$75 registration fee.
- The Finance Committee reported that there have been fewer applicants for the Curriculum & Study Grants due to COVID and lack of field trips.
- No monies were needed for an audit (Mary Ellen will conduct an internal review in late February after the Virtual PDI and there was no request for a Board Retreat.
- The face-to-face meetings budget line item is for \$150 to cover the meal for the meeting in August.
- There was a reduction in estimated cost of storage, got a better deal.
- Gift/Sunshine Fund \$300.00 line item on the spreadsheet
- Subtotal Operating Budget was \$64,929.28
- Manley \$500 not going to him, this is for him to sign last minute items in travel costs.
- \$300 carried over to this year from last year with Communications Committee (Brian Whitson)
- Carol Maidon \$400 stands and signage to hold our banner

Conference/PDI Section of Budget

- We have a great deal with the upgrades at Benton Convention Center. The inflexibles that we have to pay for are: pipe/draping, audio-visual equipment, those to sign for hearing impaired attendees, plus other items listed on the Budget spreadsheet
- Attention to line items 48 and 49 Program Printing and Program Design whoever designs will be compensated to that amount listed.
- We will have a digital program as we have been transitioning to this for several years. We will again be using the Sched App, attendees can print schedule pages \$50 for program printing for single days schedules. There will only be X number of these
- In February there will be a Virtual Online program.
- Question was asked is there a layout of Benton Convention Center (map of it) in the program. Since it has only one main floor, there will not be. The renovations of Benton Convention Center have allowed for signs outside of the rooms which will help.
- Lines 55, 56 and 57 allow for modest amounts in regards to food offered at PDI; coffee, tea beverages at the reception. There will be hospitality for Exhibitors with the figure recommended from the year before.

- Line 58 for Hearing Impaired attendees, we have to provide interpreters; if there is a need this money is spent.
- Past President's Breakfast is included in the budget as well as the Pre-Service Teachers luncheon, again modest amounts for these events at PDI
- Parking Last PDI Board members helped with the validation of parking, the budget for this is \$3200
- Spin-A-Wheel received positive reviews when we last met in person. \$80 will be the cost for the wheel.
- Facemasks and sanitizers, new costs since last PDI.
- Proposed Subtotal: \$57,966.00 for PDI
- Total Budget Proposal: \$122,895.28***Based on the assumption that we will meet in person
- The budget can be amended if needed
- Mary Ellen Durham, Chair of Finance Committee moves from her committee:
that the NCSTA Finance Committee moves that the Board approve with the proposed recommendations the 2022 proposed budget.
*needs no second since coming from committee.

Other Business

- There is a NCSTA Google Drive folder which includes forms for Travel and Non-travel reimbursements.
- Plaques from 2021 budgeted at \$1500, we spent \$1800.
- New District Director's Orientation, Cliff will send out an email where he will zoom with the District Directors regarding their roles and responsibilities.

Upcoming Virtual PDI starts Feb. 15th (Tuesday thru Saturday, no Friday sessions)

Each evening at 4:30, 5:30 and 6:30 pm there will be 4 breakout sessions.

Tuesday 2/15 Literacy Focus

Wednesday 2/16 Blended and Virtual Science Classes focus

Thursday's focus will be Environmental and STEM lessons

On Saturday 2/19 the first session at 9 a.m. will be a collaborative session with breakouts between Elementary, Middle and High School content areas along with Informal Education

The Keynote will take place from 11-12:30 with Samuel James from NASA being the speaker
During this time the Presidential Award Winners will be recognized (2 years due to the Pandemic)

Tom Savage will share winners of Grant-A-Wish

Door prizes will be announced by Joette Midgett with a Reminder of our Fall PDI In-Person November 3-4, 2022

The volunteer list was shared for each evening and Saturday with Zoom Room Hosts and backup presenters.

Reminder presenters need to register as participants.

A brief but detailed description of what to do before, during and after the session will be shared with room hosts.

Brief Practice Session/Dry Run of the Virtual PDI will be done on February 8th
4 Zooms have been purchased

Registration for this continues to be open.

In the Collaboration Sessions on Saturday these could be possible topics:

- 1) What Can NCSTA do for its members
- 2) Best time of day for PD events?
- 3) Webinars usefulness
- 4) Remind/plug Fall PDI in Winston-Salem
- 5) Greatest challenges dealt with during the Pandemic?

We need to focus on productive discussion that is beneficial to everyone

Commercials during the Virtual PDI will showcase our vendors, they have been promised this since they rolled over their sponsorships from the Fall til this event.

Laura Lowder will be helping with Elementary Share-A-Thon

Fall PDI (Sandra)

- Theme: “Resilient Classroom In The Natural World” (this is a very timely theme as it speaks to everyone in education)
- Her committee met yesterday
- Some word-smithing went on with the theme to include: Resilience: Education In the Natural World
- Gavin Fradel from DPI mentions there are many changes in education right now with virtual,, blended learning and staff shortages.
- Strands needed after the Virtual PDI
- Call for presenters information will go out in March

District Directors Report Time

Science Olympiad February 5th in your region

Need for Names, Addresses and emails of new board members for this year and term.

Committee Reports

None at this time

Items of Interest

- February Lecture Series for Black History Month (Wednesdays at Noon)
- List Servs
- Livebinder Partnerships
- DPI Informal Meetings

- Need names for unfilled Board positions (Awards, Publications/The Reflector, Nominations, Student Competitions Carol has an idea for a person for Awards.
- Proposed Next Meeting Dates April 19th or 26th; Doodle Poll to be sent out through email

MaryKate thanks all for their hard work on the Virtual PDI and beyond during this upcoming year.

Cliff Hudson motions to adjourn at 9:04 p.m. with second by Brad Woodard.

Respectfully submitted by Brad Woodard, NCSTA Secretary