

**COUNCIL FOR EXCEPTIONAL CHILDREN  
BOARD OF DIRECTORS**

**Minutes  
Approved May 27, 2017**

**Tuesday, April 12, 2015  
2:00 – 5:30 pm  
St. Louis, MO**

**1.0 Call to Order and Official Items**

**1.1 Call to Order**

President Antonis Katsiyannis called to order the regular meeting of the Council for Exceptional Children Board of Directors at 2:10 p.m. CDT.

**1.2 Record of Attendance and Determination of Quorum (Graham)**

Board Secretary Alexander T. Graham called the roll. A quorum of the following Directors was present:

Antonis Katsiyannis  
Mikki Garcia  
Jim Heiden  
Sharon Raimondi  
Joni Baldwin  
Jennifer Britton  
Yvonne Bui  
Jannis Floyd  
Andrea Jasper  
Jennifer Lesh  
Kim Moffett  
Jane Quenneville  
Claudia Rinaldi  
Ed Schultz  
Anne Sloboda  
Jonathan Stout  
George Van Horn  
Mickie Wong-Lo

The following Director was not present: Phyllis Wolfram (arrived at 2:23 during Agenda Item 2.1).

### **1.3 Introductions**

Because this was the first face-to-face meeting of the Board this year, members briefly introduced themselves.

### **1.4 Adoption of Agenda**

**MOTION:** Jim Heiden moved to adopt the agenda. Claudia Rinaldi seconded.

**Motion passed.**

### **1.5 Consent Agenda**

1.5.1 February 6, 2016 Minutes

1.5.2 March 30, 2016 Minutes

1.5.3 Educators with Disabilities Workgroup Final Report

**MOTION:** Jim Heiden moved to adopt the agenda. Joni Baldwin seconded.

**Motion passed with February 6, 2016 minutes approved as corrected.**

## **2.0 Governance and Organizational Items**

### **2.1 President's Report**

President Antonis Katsiyannis provided an update on convention registration and thanked the CEC staff and Local Arrangements Committee; recognized new initiatives at CEC, including workshops with units and divisions and recognized Executive Director Alex Graham's efforts to work more collaboratively with divisions; noted that a motion to approve a Governance Assessment Workgroup is on the agenda; briefly discussed the upcoming work of the IDEA Workgroup; briefly discussed a plan for sharing information on resources for divisions; and stated he would like to initiated a campaign to encourage members in higher education to get students involved in CEC to help address the decrease in membership.

### **2.2 Executive Director's Report**

Executive Director Alexander T. Graham notified the Board of the following: the Program Assistant Position in the Policy and Advocacy Department is vacant and has been upgraded to a professional with 3-5 years of experience in public policy, including experience as a congressional staffer; the next step in the attempt to dispose of the land that CEC owns in Maryland is to explore an auction option, since

it has been on the market for a year with no interest; vendor selection for the information systems upgrade will be complete by May 1 with a go live date of November 1, 2016; the new accounting and learning management systems will be functional and integrated by June 15.

Graham also indicated that planning is underway, and registration is live, for the Leadership Institute (July 8-10) and Legislative Summit (July 10-13). The Leadership agenda, similar to last year, will focus on finance, membership, professional development, and grassroots advocacy. CAN training will be held as a track of the Leadership Institute. The Legislative Summit is again co-hosted by CASE and CEC. Content will be developed by a team of members from both organizations with Phyllis Wolfram as chair. Members of the content planning team include: Lisa Cavin, Jim Heiden, Erin Maguire, Laurie VanderPloeg, and Sharon Walsh, as well as Luann Purcell, Alex Graham, and Deb Ziegler.

### **2.3 Treasurer's Report / Financial Update**

Treasurer Sharon Raimondi and Controller Craig Evans reviewed the financials for the period ending February 29, 2016 and provided financial projections for the 2016 Convention & Expo.

### **2.4 Immediate Past President's Report**

Immediate Past President Jim Heiden reported on the work of the Nominations Standing Committee (NSC) and the positions open for 2017. He also reminded the Board about the NSC's April 14<sup>th</sup> "Aspiring Leaders" session and explained that the session has been revised to focus on MSC member leadership journeys, which are intended to demonstrate to attendees the many paths to, and levels of, leadership within CEC.

### **2.5 Canadian/U.S. Committee Modification Motion**

**MOTION:** Anne Sloboda moved that the Canadian/U.S. Committee be renamed the Canadian Committee; the Board's Member-at-Large, Canada, will serve as Chair of the committee; the committee be composed of the presidents or his/her designee of all active provincial units; the committee meet a minimum of three times per year; the "purposes" of the committee will be: to (1) advise the Board of Directors on ways to meet the needs of Canadian members relative to membership, professional development, publications, products and services; (2) and provide a forum for Canadian units to discuss and address shared concerns specific to provincial/ territorial and federal education systems, legislation, teacher preparation, etc.; and that these changes will be effective January 1, 2017. Jane Quenneville seconded.

**Motion passed.**

## **2.6 Governance Assessment Workgroup Motion**

**MOTION:** Joni Baldwin moved that: a Governance Assessment Workgroup be established; the Chair be appointed by the President, subject to approval by the Board; the Workgroup be comprised of at least five, but no more than seven, members, including the Chair, to be named and appointed by the President, subject to approval by the Board; the members of the workgroup shall be current members of the Board, or have been a member of the Board within the past three years (i.e., since 2013); the incumbent president and president elect shall be ex-officio, non-voting members of the workgroup; the Executive Director will be an ex-officio member of the workgroup and that he will assign a staff liaison to the workgroup; the workgroup shall be charged to: 1) analyze the size, composition, and charges of CEC's Board of Directors, committees (standing and non-standing), and advisory groups and make recommendations to address inefficiencies, if any, and incorporate best practices from the field of association management; 2) develop systems or policies to facilitate adaptability and promote innovation within CEC's committees, workgroups and advisory groups; and 3) establish a process for on-going review of CEC's governance structure(s); the workgroup shall commence its work by September 1, 2016, provide interim reports to the Board on a quarterly basis, and complete its charge in time for the Board to consider and take action on the workgroup's final report before December 31, 2017; the workgroup shall remain constituted until such time as the Board accepts its final report (not necessarily its recommendations), or until the Board approves a motion to disband it; and that operation of the workgroup be conducted by email and conference calls (and other free or low-cost platforms). Anne Sloboda seconded.

**Motion passed.**

## **2.7 CEC/CEC-PD Mentoring Program Steering Committee Final Report and Extension Motion**

Jamie Hopkins, Chair of the Mentoring Program Steering Committee briefly attended the Board meeting to talk about the work of the committee and the recommendations in its Final Report.

**MOTION:** Jim Heiden moved to extend the CEC/CEC-PD Mentoring Program Steering Committee through June 2017 in order for it to implement the action plan in its April 2016 Final Report. Jannis Floyd seconded.

**Motion passed.**

## **2.8 Expo Hall Visits**

Board members received lists of vendors to visit in the Expo Hall to get

## **2.0 HQ Updates**

The following updates were designed to inform the Board's thinking on the current goals and objectives in the Strategic Plan for the small group discussions for Agenda Item 4.0.

## **3.1 Professional Development**

Jennifer Bullock, CEC's Director of Education & Professional Standards, provided the Board with an update regarding CEC's professional development initiatives, including the new Learning Management System; the 2016 webinar series, with content based for the first time on a public call for proposals; CEC's inaugural Teaching Exceptionally 3-episode podcast series to address student engagement initiatives and to provide additional resources for students and new teachers; 3 regional workshops planned during 2016; and a contract training pilot project with DC Public Schools' Leadership Training Institute.

## **3.2 CEC's Public Policy: A Comparative Analysis**

On behalf of CEC, Donna Wandry, Ph.D., Professor in the Department of Special Education at West Chester University of Pennsylvania, conducted a comparative analysis of CEC's work around public policy and advocacy vis-à-vis three other education sector organizations. Elements compared in the analysis included staffing; scope of focus (from federal to local); how the organization identifies and vets key policy issues (including the role of the board); expenditures on federal and state level policy identification, study, position development, and advocacy; any grassroots advocacy and professional development activities related to policy; coalition participation; communication and interaction with legislators, and metrics for benchmarking policy and advocacy outcomes.

Based on this analysis, Dr. Wandry presented a number of recommendations for the Board's future consideration, primarily in the following areas: federal issues management; CEC's presence on Capitol Hill; state (unit) and division issues; and internal procedures.

## **3.3 2016 Membership Plan**

Executive Director Alex Graham present information on plans for membership growth and retention strategies for the next six to 12 months. These will include a focus on our own members, lapsed members and our own database in terms of developing members, the latter which has yielded better results than purchased lists; a digital marketing campaign focused on millennials; a concerted communication plan to new members that

clearly explains membership and leads new members through the membership process, with more direct mail than in the past; capitalize on IDEA reauthorization as a driver to join; “customer service” calls over the next three to four months to remind people about their benefits, etc., and reinforce the membership experience; adjusting the renewal and reinstatement process (timing, communication) and testing of a 2-year renewal; use of Google ads via social media and ads on CEC websites ([cec.sped.org](http://cec.sped.org), [ceconvention.org](http://ceconvention.org), and [specialeducatonlegislativesummitt.org](http://specialeducatonlegislativesummitt.org)), and changing the way we communicate about membership by explain the value of it.

### **3.0 Strategic Plan**

Working in small groups, with a staff member assigned to each, the Board engaged in a three-step process regarding the objectives previously identified for Goal 1\*:

1. Review the objective and determine the following:  
Keep as is, Delete, Modify (propose new language)
2. Review the priority of each objective as follows:  
Critical, High, Medium, Low
3. Identify up to three strategies for each objective and include, where appropriate, staff, volunteer leader and other resources necessary to fulfill the strategy.

Final responses will be combined and a draft of the revised plan will be developed and circulated for review. A final revision will be submitted for Board consideration during its meeting on July 8, 2016.

### **5.0 For the Good of the Order and Adjournment**

President Katsiyannis adjourned the meeting at 5:40 p.m. CST.