

**COUNCIL FOR EXCEPTIONAL CHILDREN
BOARD OF DIRECTORS**

**Board Business Meeting
Minutes**

Saturday, October 31, 2015

(Approved December 17, 2015)

8:00 – 9:00 Guest Speaker: CEC’s Future Public Policy Direction; Jack Jennings

9:30 – 10:30 Presentation: Bright Futures Revisited; Mary Ruth Coleman and Bill Bogdan

1.1 Call to Order

President Jim Heiden called to order the regular meeting of the Council for Exceptional Children Board of Directors at 10:21 a.m. EDT.

1.2 Record of Attendance and Determination of Quorum

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

Jim Heiden
Robin Brewer
Antonis Katsiyannis
Sharon Raimondi
Joni Baldwin
Jennifer Britton
Yvonne Bui
Jannis Floyd
Annette Gaitan
John Hess
Laural Jackson
Jane Quenneville
Claudia Rinaldi
George Van Horn
Phyllis Wolfram

Lauren Delisio joined the meeting at 1:00. Ed Schultz joined the meeting at 1:10.

The following Directors were not present: Debbie Metcalf, Anne Sloboda, Scott Sparks.

1.3 Adoption of Agenda

MOTION: John Hess moved to adopt the agenda. Jannis Floyd seconded.

Motion carried.

1.4 Consent Agenda

MOTION: Robin Brewer moved to adopt the consent agenda. Laural Jackson seconded.

Motion carried.

2.0 Governance and Organizational Report

2.1 President's Report

President Heiden reported that, earlier in the month, with Executive Director Alex Graham, he attended the annual conference of the National Association of State Directors of Special Education. In the same visit, he also attended the Committee for Education Funding's Legislative Conference.

2.2 Executive Director's Report

Executive Director Alex Graham provided the Board with an update on new hires and internal staffing changes. He also informed the Board that CEC received a bequest for approximately \$81,000. With staff, he is working with a few units that have expressed an interest in reactivating.

2.3 Financial Updates / Treasurer's Report

2.3.1 Financial Report as of September 2015

Treasurer Sharon Raimondi and Interim CFO Ruby Aggarwal reviewed the September financials and responded to questions.

2.3.2 Update on CEC Reserves/Investments

Treasurer Sharon Raimondi and Interim CFO Ruby Aggarwal provided an update on CEC's reserves and investments and responded to questions.

2.4 Committees and Workgroup

2.4.1 Nominations Standing Committee

Immediate Past President Robin Brewer provided an update on the activities of the NSC and relayed the content of an election update provided by Donna Sacco, Chair of the Elections Standing Committee.

2.4.2 Bylaws Workgroup

2.4.2.a Bylaws Amendments Motion

MOTION: John Hess moved to accept the proposed revisions to CEC's Bylaws as recommended by the Bylaws Workgroup, and with input from members received and incorporated, pursuant to notice as required by Article XII, Section 2.d. of the Bylaws, to render them in accordance with the needs and current practices of the organization, as well association best practices and the laws of the District of Columbia (jurisdiction of CEC's incorporation). Laural Jackson seconded.

Motion carried.

2.4.2.b Policy Manual Update

John Hess provided the Board an overview of the Bylaws Workgroup's progress on revising the *CEC Policy Manual*. Items that are in the Bylaws will be removed from the *Policy Manual*, and some items were previously in the Bylaws will be added to the *Policy Manual*.

2.4.3 Other Committee & Workgroup Updates

2.4.3.a Diversity Committee

Executive Director Alex Graham indicated that the Diversity Committee received a strong response to its survey asking respondents to identify the top 3 critical issues/trends in the field of special and gifted education that highlight the considerations of diversity as it pertains to the profession (personnel), the classroom (students), and/or professional resources (e.g., under representation of teachers from minority backgrounds in the field of special education). Committee members will put forward recommendations about activities surrounding the Results, which will also be used to help CEC develop programs/products/services around these areas. Staff will assist in identifying ways to disseminate the information.

2.4.3.b Mentoring Program Steering Committee

The Board received the interim report of the Mentoring Program Steering Committee.

2.4.3.c Educators with Disabilities Policy Workgroup

Executive Director Alex Graham shared that the draft policy from the Educators with Disabilities Policy Workgroup was the subject of an online discussion by the Representative Assembly. The discussion opened on October 15 and closes on November 16.

2.5 Convention Update

Carol Serrano, Diane Shinn and Convention Program Co-Chair Laura Receveur provided the Board with an update regarding CEC 2016, including the marketing campaign and program features.

2.5.1 2017 Local Arrangements Committee Chair Motion

MOTION: Antonis Katsiyannis moved to approve Karen Rose as Chairperson of the Local Arrangements Committee for the 2017 CEC Convention & Expo. Claudia Rinaldi seconded.

Motion carried.

2.6 Information Systems Upgrade

Executive Director Alex Graham informed the Board about an information systems upgrade being explored. The upgrade would include three primary areas: Association Management Database (iMIS), Learning Management System (LMS) and Accounting/Financial Management Systems. Additionally, there would be a website upgrade needed to utilize the full functionality of the iMIS. It will be proposed that funding come from liquidation of investments held at Morgan Stanley.

3.0 2016 Budget Review and Approval

MOTION: Sharon Raimondi moved to adopt the 2016 Budget. Annette Gaitan seconded.

Motion carried.

4.0 Real Estate Update

John Redeker and Brian Wood of CBRE (a commercial real estate services firm) presented an market overview of Crystal City commercial real estate and their strategies for marketing CEC's space for sublease, including working across sectors within CBRE.

5.0 Executive Session

Without objection, the board went into Executive Session at 2:50 p.m. The board came out of Executive Session at 3:22 p.m.

President Heiden called the meeting into recess at 3:55 p.m.

Sunday, November 1, 2015

1.1 Call to Order

President Jim Heiden called to order the regular meeting of the Council for Exceptional Children Board of Directors at 8:35 a.m. EDT.

1.2 Record of Attendance and Determination of Quorum

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

Jim Heiden
Robin Brewer
Antonis Katsiyannis
Sharon Raimondi
Joni Baldwin
Jennifer Britton
Yvonne Bui
Lauren Delisio
Jannis Floyd
Annette Gaitan
John Hess
Laural Jackson
Jane Quenneville
Claudia Rinaldi
Ed Schultz
Anne Sloboda
Scott Sparks
George Van Horn
Phyllis Wolfram

The following Director was not present: Debbie Metcalf

6.0 Discussion Items

6.1 Roles of CEC Standards, Knowledge and Skills

Alex Graham opened with sharing the importance of CEC's Professional Standards to the profession. Deb Ziegler provided a comprehensive presentation of the purpose and use of CEC's Professional Standards. An active discussion ensued with board members identifying the benefits and challenges of the standards. It was recognized that CEC is the standard bearing organization, an appropriate and necessary role for a professional association. It was also recognized that CEC's Professional Standards program is a complex operation including an immense structure for a large number of program reviews which includes training of developers

and reviewers. In addition, the responsibility for updating standards and knowledge and skills sets requires a substantial resource investment for CEC staff and members. Challenges identified by a few board members were those associated with program review within the Council for Accreditation of Educator Preparation (CAEP) specifically, the return on investment from CAEP membership dues. It is not clear to what extent and how the CEC Standards are used in the field. Many members spoke to the value of the CEC Professional Standards. Strategies for marketing the standards to inform CEC members of their use, value and benefit was recommended. Further examination should be done of several aspects of this important CEC program to ensure maximum benefit to CEC members.

6.2 High Leverage Practice/CEEDAR Project

Deb Ziegler, Director, Policy and Advocacy, provided an overview of CEC's work with the Collaboration for Effective Educator Development, Accountability and Reform Center (CEEDAR Center) to develop High Leverage Practices – practices that are fundamental to support student learning, and that can be taught, learned, and implemented by those entering the profession.

There was a focus group at TED in November, a review by the Professional Standards and Practice Committee again this fall, and a focus group of CEC Divisions with an emphasis on low incidence and severe and profound. A meeting will be held in January to take the input from these focus groups and create a third draft.

6.3 Public Policy Update

CEC Director of Policy and Advocacy Deb Ziegler provided the Board with updates on Fiscal Year 2016 funding considerations and CEC recommendations for: IDEA Infants & Toddlers with Disabilities (Part C); IDEA Preschool Grant Program; IDEA Grants to States (Part B); IDEA National Activities to Improve Education of Children with Disabilities Program (Part D); Special Education Research by the National Center for Special Education Research (NCSER), one of four center within the Institute for Education Sciences; and Gifted & Talented Education.

6.4 Membership Model

Alex Graham discussed with the board the need to examine the membership tiers and offerings, including an assessment of how best to promote them (e.g., the school/school district package is more of a professional development package than a membership package).

7.0 New Business

There was no new business.

8.0 Recognitions and Acknowledgements

President Heiden thanked and acknowledged the exemplary service of retiring Directors Robin Brewer, John Hess, Annette Gaitan, Laural Jackson, Debbie Metcalf and Scott Sparks.

President Elect Antonis Katsiyannis recognized President Heiden's exemplary leadership, extended the Board's appreciation, and presented a gift on behalf of the Board of Directors.

9.0 For the Good of the Order and Adjournment

Without objection, President Heiden adjourned the Board of Directors meeting at 11:30 a.m.