

**COUNCIL FOR EXCEPTIONAL CHILDREN
REPRESENTATIVE ASSEMBLY**

**Representative Assembly Meeting
April 15, 2015
St. Louis, MO**

Minutes

1.0 Call to Order and Parliamentary Items

President Antonis Katsiyannis, Presiding Officer of the Representative Assembly (RA) called the meeting to order at 12:36 p.m. He introduced President Elect Mikki Garcia, Immediate Past President James P. Heiden, Treasurer Sharon Raimondi and Executive Director Alexander T. Graham.

President Katsiyannis recognized the meeting monitors: CEC Past Presidents Bill Bogdan, Robin Brewer, Parthenia Cogdell, Jerry Hime, Jamie Hopkins, and Diane Johnson. He then recognized the members of the Representative Assembly Committee: Dennis Cavitt (Chair), Joe DeMarsh, Mandy Lusk, Emilie Maule, and Kareem Thompson.

RA Committee Chair Dennis Cavitt provided general and logistical information about operation of the RA meeting. Representatives were encouraged to complete the online meeting evaluation, a link to which will be posted soon after the meeting. He conducted agenda items. 1.1 – 1.3.

1.1 Report of Documented Representatives and Alternates

102 representatives and alternates from 55 divisions, units and the student membership were registered. The credentials report was adopted without objection.

1.2 Seating of Additional Representatives and Alternates

There were no additional representatives or alternates to be seated.

1.3 Roll Call

One representative from each unit and the student membership reported their representatives present.

1.4 Determination of Quorum

President Katsiyannis reported that a quorum was present.

1.5 Adoption of Standing Rules

RA Committee member Kareem Thompson moved to adopt the Standing Rules. The Standing Rules were adopted as printed.

1.6 Adoption of the Agenda

RA Committee member Joe DeMarsh moved to adopt the agenda. The agenda was adopted as amended, with the addition of a new business item. To wit, a request to the Board of Directors from the Division for Communicative Disabilities and Deafness (DCDD) to form a workgroup to develop a position paper on maltreatment and trauma based on a report from the IDC Maltreatment Workgroup.

2.0 Information Items and Reports

2.1 Necrology

During the past year, CEC was informed of the passing of the following members:

Marianne Castellon	Marana, AZ
Stephanie Childers	Portsmouth, OH
Frances P. Connor	Boca Raton, FL
Lynne Harris Cook	Seal Beach, CA
Margaret Dougherty	Louisville, KY
Robert Hammel	Parkersburg, WV
Donna A. Hartigan	Chaplin, CT
Victoria Hulse	Florence, AL
Janet W. Lerner	Northbrook, IL
Robert F. Martini	Scarborough, ON
Michael McHugh	Sarasota, FL
Michel L. Miller O'Neal	Philadelphia, PA
Odilia Mary Pariselli	Richmond Hill, ON
Karen M. Pasch	Slidell, LA
Edward S. Shapiro	Bethlehem, PA
Jeanne D. Trout	Arlington Heights, IL
William Rieck	Lafayette, LA
Aaron Wakeley	Shelton, CT

The Necrology was read by RA Committee members Mandy Lusk and Emilie Maule.

The following names were submitted as additions to the necrology:

Gabrielle Kowalski	Milwaukee, WI
Marcia L. Glover	Little Rock, AR

The Assembly observed a moment of silence.

2.2 President's Report

President Katsiyannis announced initiatives for the coming year, including:

- CEC's IDEA Reauthorization Recommendations Workgroup, chaired by Tim Lewis, will seek member input through a variety of vehicles throughout the year, including a Town Hall on Saturday, April 16;
- CEC/CASE co-sponsored 2016 Special Education Legislatives Summit, July 10 – 13;
- Formation of a board-approved Governance Assessment workgroup, which will begin its work in September; and
- Expansion of CEC's professional development program by offering regional workshops in collaboration with state units.

2.3 Executive Director's Report

Executive Director Alexander T. Graham provided the following updates:

- CEC's professional staff is currently 19 full-time and one part-time, with one vacancy in Policy and Advocacy.
- Functions currently outsourced are IT services; human resources and benefits, publications fulfillment; financial advisory services; journals publishing; exhibit and sponsorship sales; and some aspects of meeting planning.
- An info systems upgrade will be taking place, including implementation of a new Association Management System by early November; a new accounting system by June, and CEC's first Learning Management System by June, which will allow more effective delivery of digital learning for members and which CEC hopes to leverage across units and divisions for some of their digital content.
- The Headquarters office location may be changing in the next 6 – 12 months.

2.4 Treasurer's Report

Treasurer Sharon Raimondi and CEC Controller Craig Evans reviewed the Treasurer's Report, which included information on:

- the status of the FY 2015 audit
- statements of activities (current and historical), noting accomplishments (increased operating revenue by \$200K; reduced operating expenses by \$1.6 million; first net surplus in 5 years) and challenges (15 years remaining on 20 year lease at approximately \$900K/yr] and declining membership)
- statements of financial position (current and historical) and highlights
 - assets (cash flow is stable, investments are diversified)
 - liabilities (1.2M outstanding loan to Morgan Stanley; bills are being paid on time so accounts payable is down significantly)
- net assets
 - up nearly \$300K from 2014;
- the 2016 Budget
 - budgeted net surplus of approximately \$88,000
 - re-budget / forecast will occur in June

- the 2016 Business Plan:
 - continue efforts to secure sublease of office space
 - implement and upgrade IT systems including AMS, LMS and Accounting (board approved costs up to \$307,500 to be funded from investment reserves)
 - stabilize and grow membership
 - continue to stabilize and grow existing programs while exploring new initiatives

2.5 Call for Nominations – 2016 Board of Directors

Immediate Past President and Nominations Standing Committee (NSC) Chair Jim Heiden reported that the NSC was soliciting applications for the following positions on the Board of Directors: President Elect, Treasurer, Member-at-Large, Canada (1); Member-at-Large Diverse Ethnic and Multicultural Groups (1); Member-at-Large, Non-Designated (3), and Student Member. Heiden also announced the application deadline of May 13th at 3:00.

3.0 High Leverage Practices

CEC, its Professional Standards and Practice Committee and Teacher Education Division, along with the Collaboration for Effective Educator Development, Accountability and Reform Center (CEEDAR Center) at the University of Florida, support the High Leverage Practices (HLP) Writing Group.

High Leverage Practices are “(a) set of practices that are fundamental to support...student learning, and that can be taught, learned, and implemented by those entering the profession” (Windschitl, Thompson, Braaten, & Stroupe, 2012, p. 880).

HLP Writing Group Chair Dr. James McLeskey, who also chairs CEC’s Professional Standards and Practice Committee, from which the HLPs originated, introduced the topic. McLeskey shared rationales for HLPs, criteria to identify them, and explained how they are used. There have been dramatic changes in teacher education, especially in the past five to six years, with a great emphasis now on practice-based teacher education, high-quality clinical practice and teacher evaluation. This is a first step of many as to how to respond as an organization.

Representatives worked in small groups with facilitators to address the following questions:

- What assumptions can we make about CEC members’ needs regarding the preparation of teacher candidates in special education over the next 5-10 years?
- How can the High Leverage Practices be used in special education teacher preparation and professional development over the next 5-10 years?
- What strategies can CEC use to assist its members and units/divisions to learn about the High Leverage Practices?
- What strategies can CEC use to assist its members and units/divisions in determining how the High Leverage Practices will be used by CEC?

Dr. McLeskey will prepare a summary of the input which, along with all the input from the small groups, will be shared with the RA.

4.0 Courtesy Resolutions

4.1 Frances Partridge Connor Courtesy Resolutions

Cathy Thomas of the Teacher Education Division and Patrice Kuntzler of the Division for Physical, Health and Multiple Disabilities read the resolution honoring CEC Past President Frances Partridge Connor. The resolution was unanimously adopted.

4.2 Lynne Harris Cook

CEC Past President Marilyn Friend and Wendy Murawski of the Teacher Education Division read the courtesy resolution honoring Lynn Harris Cook. The resolution was unanimously adopted.

4.3 2016 Convention & Expo Courtesy Resolutions

Members of the RA Committee read the courtesy resolution honoring the 2016 Convention & Expo. The resolution was unanimously adopted.

5.0 New Business

The Division for Communicative Disabilities and Deafness (DCDD), on behalf of the Inter-divisional Caucus, requested that the CEC Board of Directors recognize the urgency of the issue of maltreatment and trauma of children with disabilities and urged the Board to take action through the development of a CEC position paper in order to positively impact the welfare of children and family.

6.0 For the Good of the Order

6.1 Formal Recognitions by the Presiding Officer

President Katsiyannis recognized Immediate Past President James P. Heiden for his leadership and service as the Treasurer for over 3 years, President Elect in 2014, President in 2015, and now, as Immediate Past President, chairing the Nominations Standing Committee.

7.0 Announcements and Adjournment

Katsiyannis made brief announcements about the July Special Education Legislative Summit and the Yes I Can ceremony later that day, and a reminder about the prize drawing on Saturday.

Without objection, the Representative Assembly Meeting was adjourned at 4:38 p.m.