

**COUNCIL FOR EXCEPTIONAL CHILDREN
BOARD OF DIRECTORS**

Minutes

June 18, 2020

(Approved July 10, 2020)

1.0 Call to Order and Official Items

1.1 Call to Order

President Jennifer Lesh called to order the regular meeting of the Council for Exceptional Children Board of Directors at 5:00 P.m.

1.2 Record of Attendance and Determination of Quorum

Executive Director Chad Rummel called the roll. A quorum of the following Directors was present:

Jennifer Lesh
Dennis Cavitt
Mary Lynn Boscardin
Yvonne Bui
Tisa Aceves
Tachelle Banks
Rosalind Hall
Will Hunter
Laural Jackson
Danielle Kovach
Diana Morales
Cindy Perras
Charmion Rush
Kareem Thompson
Ben Tillotson
Mitch Yell
Paul Zinni

1.3 Adoption of Agenda

MOTION: Rosalind Hall moved to adopt the Board Business Meeting Agenda.

Motion passed.

1.4 Consent Agenda

- 1.4.1 April 18, 2020 Meeting Minutes
- 1.4.2 May 2020 Online Votes Minutes

MOTION: Diana Morales moved to adopt the Consent Agenda.

Motion passed.

2.0 Organizational Items

2.1 President's Report

President Jennifer Lesh reported that, since April 17, she:

- finalized on the Executive Director's 2020 goals, which were passed by the Board on passed on May 7;
- continued weekly meetings with the Executive Director;
- initiated weekly meetings with the Director of Governance and Executive Services;
- meet weekly with the Policy Response Team;
- held two monthly officers' calls;
- met with the Leadership Development Committee Chair, Mikki Garcia, on May 26, and briefly with the committee on June 2;
- attended the Policy Steering Committee meeting on April 27;
- attended meetings of the Special Education Legislative Summit (SELS) Planning Committee on April 28, May 12, May 26 and June 9;
- met with the Special Education Teacher Shortage Policy Brief writing team (Jane West, Dennis Cavitt, and Concetta Lewis) on May 26.
- revised the Special Education Teacher Shortage Policy Brief for SELS.
- had an interview with Tim Villagas, CEO of Inclusive Education, on April 29 regarding the possible waivers that the Secretary of Education will recommend to Congress;
- held virtual happy hours with unit and division executive directors, along with the Executive Director, on April 29 and May 1;
- wrote an article on Special Education Teacher Self-Care for the July/August 2020 issue of TEACHING Exceptional Children;
- attended the Florida CEC Leadership Conference on June 6 and gave short update on things happening at CEC;
- attended Palm Beach CEC Chapter 0200 Board of Directors meeting on June 11;
- attended the Florida Department of Education/Florida Institutes of Higher Education workshop on June 2; and
- co-wrote with the Executive Director CEC's "Racism and Equity" letter to members.

2.2 Executive Director's Report

Executive Director Chad Rummel reported the following:

The headquarters office has reopened, with no more than 10 people in at any time. Staff is not required to return to the office if they are not comfortable doing so.

The schedule for the Special Education Legislative Summit, which will be virtual, has been finalized and will be held over the course of two weeks from July 13-24, 2020. There will be training webinars the first week and a town hall with Sen. Chris Murphy (D-Conn). Virtual bill appointments, which are currently being scheduled by state leaders, will take place the second week.

2,600 pre-registered. As of now, 700 have committed to attend, which is more than twice last year.

CEC is trying to schedule meetings with the “Four Corners” – the House Speaker, House Minority Leader, Senate Majority Leader and Senate Minority Leader – beyond the SELS issue brief topics about how we can work together in the future.

The new website just a couple of days behind schedule but will still launch in mid-August. Rummel thanked board members who helped develop the taxonomy. This will allow for content to be tagged and coded so visitors will see relevant information from across CEC’s website, and unit and division websites as well once they are integrated.

The 2020 Leadership Institute has transformed to a series of online learning sessions with CEC staff and volunteer leaders across several weeks. Recorded sessions will be available for viewing beginning in late July. Then, during August and September, townhall-style discussion groups will be held virtually to delve more deeply into the topics covered in the recorded sessions. These online discussions will give participants the opportunity to exchange ideas, ask questions, and share proven strategies with Unit and Division peers.

With the money saved by holding the Leadership Institute virtually, CEC has contracted with Luann Purcell, the former Executive Director of the Council of Administrators of Special Education, to create a unit support program, with personalized support and resources, to begin July 1. She will also identify three units to provide extended support and extra consulting to help build capacity.

Membership is up 11.8% (about 2,300 members) since January 1. There have been 4,600 extended free membership for people who want to renew but can’t until schools reopen. We should be seeing a 12% decrease because of budget cuts due to COVID-19.

Early Career Jump Start Prog – teachers in first three years; how to deal with return to school after COVID. 5-part series with webinars and office hours. First of many to come synchronous/asynch courses

CEC is offering its first-ever New Special Educator Jumpstart Program August 5th-31st. This will be a fully online (offered in a blend of synchronous and asynchronous components) induction program for first through third year special educators. The program will consist of five synchronous online “workshops,” synchronous virtual mentoring with CEC’s subject matter presenters, curated learning resources to supplement the course content, and a secure, online learning community accessible only to program cohort members during and beyond the program dates.

CEC is moving ahead with planning for CEC 2021. During our planning, safety is our first priority. We are monitoring CDC guidelines and having weekly calls with the Baltimore Convention Center, and all of our venue partners to ensure that the appropriate precautions are being taken.

We have altered our refund policy so that if anyone has to cancel their registration due to COVID-related concerns or if the convention is unable to occur in-person, we will work with registrants to refund the registration fee, transfer it should a CEC virtual convention be offered, or carry the funds forward to a future CEC event.

2.3 Treasurer's Report

2.3.1 IRS Form 990 for 2019

The Board of Directors was provided with a copy of the IRS Form 990 for 2019 on June 9, following review and approval by the Finance and Audit Standing Committee.

Motion: Kareem Thompson moved to approve the IRS Form 990.

Motion passed.

2.3.2 IRS Form 990 Review Process Motion

MOTION: Mitch Yell moved to approve the following policy:

The Board of Directors and Finance and Audit Standing Committee (FASC) will be provided with a copy of the 990 and will have at least 48 hours to submit any questions or concerns. The Treasurer and Executive Director will then review, approve, and file the 990. A copy of the final version will be provided to the Board and FASC.

Further moved to add the policy to Section 2 - Part 5, Conducting Official Business, of CEC's Policy Manual.

Motion passed.

2.4 Professional Standards

Every seven years, The Council for the Accreditation of Educator Preparation (CAEP) requires that Specialized Professional Associations (SPAs) like CEC, review their professional standards and make revisions, as necessary, and with input from the field they represent.

In April 2017, the CEC Board of Directors approved a set of recommendations drafted by a Standards Framing Paper Workgroup, which outlined specific direction for CEC staff, volunteer leaders and consultants, to convene a workgroup tasked to review and revise CEC's preparation standards. The first recommendation of the Framing Paper Workgroup was that CEC establish a Standards Development Workgroup. This work group was tasked with reviewing and revising the CEC professional preparation standards, per the CAEP guidelines and based on the recommendations outlined in the Framing Document.

As the standards development process continued, updates and opportunities for public feedback were posted on CEC's website and shared in Special Education Today. See Attachment A "Feedback opportunities for CEC 2020 Standards."

2.4.1 Initial Special Education Preparation Standards

MOTION: Tisa Aceves moved to approve the Initial CEC Standards for Professional Practice for submission to CAEP and for adoption as CEC's new professional preparation standards, effective July 1, 2020, as recommended by the Professional Standards and Practice Committee.

Motion passed.

2.4.2 Early Intervention & Early Childhood Special Education Preparation Standards

CEC, in partnership with the Division for Early Childhood (DEC), launched an ECSE Standards Development Task Force in July 2018. The Task Force was charged by the CEC Board of Directors with exploring the value and necessity of developing Professional Practice-Based Early Childhood Special Education (ECSE) Standards in accordance with the Council for the Accreditation of Educator Preparation (CAEP) standards development guidelines and based on the recommendations outlined in the Framing Document.

For over 25 years, CEC/DEC has had Initial and Advanced Knowledge and Skill Specialty Sets (i.e. knowledge and skills statements) that were used by educator preparation programs for curriculum development and to inform program review. In 2018, the CEC Board of Directors and, then CAEP, approved DEC's request to develop a stand-alone set of standards for early interventionist and early childhood special educators. The standards will be used by higher education faculty and professional development providers to develop curriculum, by programs submitting early childhood reports for CEC/CAEP program review, by states and licensing agencies to develop early childhood licensure frameworks, and by professional associations to inform the development of cross-disciplinary standards.

Development Timeline:

- April 2019: Draft standards to PSPC, Board & other response groups for feedback
- July 2019: Draft standards application submitted to CAEP for review & feedback
- September 2019: Webinar to share revised draft of standards, components and supporting explanations
- September 25 through October 9th: Survey to obtain feedback from the field on revised draft
- Fall 2019: Workgroup meets to incorporate feedback à finalize drafts
- Spring 2020: Final drafts to response groups for final feedback
- June 2020: Final drafts to CEC Board for approval

Public Feedback Opportunities

- Online public comment opportunities were available in February and October 2019.
- DEC Conference, Oct. 3, 2019
- TED Conference, Nov. 6, 2019
- NAEYC Conference, Nov. 20, 2019
- CEC Annual Convention, Feb. 5-8, 2020

MOTION: Dennis Cavitt moved to approve the CEC Initial Practice-Based Professional Preparation Standards for Early Interventionist/Early Childhood Special Educators for submission to CAEP and for adoption as CEC's new professional preparation standards, effective July 1, 2020, as recommended by the Professional Standards and Practice Committee.

2.4.3 Educational Diagnostician Specialty Set Motion

MOTION: Kareem Thompson moved to approve the CEC Educational Diagnostician Specialty Set.

Motion was withdrawn and tabled until the Board's July meeting.

2.5 Membership Categories

2.5.1 Dues and Membership Packages Policy Revision Motion

Membership categories, features and dues are driven by market demand and membership data that require ongoing evaluation and potential for nimble adaptation. CEC Headquarters staff is positioned to conduct those ongoing evaluations and determine when and how to make necessary changes in order to meet Board approved budget and strategic goals.

MOTION: Mitch Yell moved to revise CEC's Policy Manual Section 2, Part 5 (Administration of CEC Programs, Chapter 6 (Financial Procedures) as follows:

Para. 1 – Membership Categories and Dues

- a. ~~Annual m~~Membership categories, related features, and dues for each category, are determined by the Board of Directors appropriate CEC Headquarters staff (including but not limited to the Executive Director, Chief Financial Officer, Director of Membership and membership-related staff), with the goal of increasing and retaining membership and dues revenue. Such determinations will be based on market research; assessment of recruitment and retention data; and anticipated budget implications.

Division membership dues are determined by the respective division.

- b. All dues must be paid in U.S. dollars.

~~Para 2. – Membership Packages~~

~~The Board of Directors is authorized by the Bylaws to change membership eligibility requirements and benefits.~~

~~Membership categories and related features shall be determined by appropriate Headquarters staff (including but not limited to the Executive Director, Chief Financial Officer, Director of Membership and membership-related staff) with the goal of increasing and retaining membership.~~

~~Dues for a member identified as a student apply as follows: A member shall qualify for the student dues discount as a person enrolled in The Council who is a full-time or part-time student as identified by his or her accredited college or university for a period of no longer than six (6) cumulative years. Members identified as students will receive a 20% discount from any membership category selected during this period. Student members as of July 1, 2014 will be considered in Year 1 during the transition to the new membership tiers. All other past student members or non-members who qualify for this discount will begin anew with a potential of six (6) cumulative years.~~

- ~~a. Dues for members using a mailing address outside the United States or Canada apply as follows:
 - (1) Persons using a mailing address in a developing country as identified by the World Bank Model will qualify for a discounted price for membership in one category.~~

- ~~(2) Persons using a mailing address of any other country are eligible to select a membership from any category. Additional postage rates may apply for membership categories providing printed journals.~~
- ~~b. CEC Life membership is no longer available; however, CEC has an obligation to continue providing services to these members at no additional cost.~~
- ~~c. The School/School District package applies to any public, private, or charter school or school district serving children and youth birth through K-12.~~

Motion passed.

2.5.2 New Membership Categories

Based on board approval of the Dues and Membership Packages Policy Revision Motion (2.5.1), the changes to the membership categories did not require a vote of the board.

Membership Structure Update - Overview

- The model has been flipped to better match the member with the packages that are offered. Rather than offer a student/professional rate for three packages, we now have three categories: Student, Early Career, Professional, with three package options for each.
 - Student: A rate the member gets up until their first year of teaching. If they go back to school after that, they don't revert back to student. We will primarily use the honor system but an added demographic question will allow us to check up on people periodically.
 - Early Career: This rate is available during the member's first three years of service as a professional. Honor system (with lots of leeway to account for life circumstances) with a demographic question to help us check up on people.
 - Professional: This rate is available for professionals with more than three years of experience.
- The transition will happen between now and mid-August when the new website launches. Things will be updated in pieces, since we have two websites and a database to keep in sync. This will not be publicly announced until August.

Key adjustments in benefits were made to accommodate stages of career as well as to clearly distinguish among Basic, Full, and Premier. Additional detail and rates are shown in charts below.

- Students will now receive liability insurance as part of their membership dues. Most students are required to carry this before starting any practicum.
- Full Membership dues will now include unlimited access to CEC's library of recorded webinars.
- Premier Membership dues will now include unlimited access to CEC's live webinars.
- Premier Membership will no longer include a complimentary Division (up to \$35.) In order to continue encouraging members to join one or more Division, CEC will offer marketing grants

to Divisions. CEC will allocate \$12 from every premier membership purchased toward a “Division Membership Marketing Grant” pool allocated to divisions based on a percentage of their members who purchase premier. The money can only be spent on division marketing efforts and will be given as reimbursements to the division. CEC’s new Membership Manager, Kevin Jacobs, will work with divisions and manage the grants.

Packages, Rates, Financial Impact

Student Member		
Basic (\$40)	Full (\$80)	Premier (\$135)
Resource Library, Quick Takes		
SET Today, Store Discounts, Online Journals		
Communities, Unit Memb, PD/Insurance Discounts		
Liability Insurance		
All Recorded Webinars		
Print Journals		
		All Live Webinars
		Free eBook

Early Career Member (First three years professional)		
Basic (\$60)	Full (\$110)	Premier (\$185)
Resource Library, Quick Takes		
SET Today, Store Discounts, Online Journals		
Communities, Unit Memb, PD/Insurance Discounts		
All Recorded Webinars		
Print Journals		
		All Live Webinars
		Free eBook
		Liability Insurance

Professional Member		
Basic (\$75)	Full (\$130)	Premier (\$210)
Resource Library, Quick Takes		
SET Today, Store Discounts, Online Journals		
Communities, Unit Memb, PD/Insurance Discounts		
All Recorded Webinars		
Print Journals		
		All Live Webinars
		Free eBook
		Liability Insurance

Old vs. New

	Student Member		Early Career		Professional	
	OLD	NEW	OLD	NEW	OLD	NEW

Proposed Change – Bottom Line

- Assumes 20% of “Professional” move to Early Career
- Assumes no changes package “upgrades” from current percent, although we will encourage

	Change
Increas in Memb Revenue	+\$95,000
Student Insurance Costs	-\$40,000
Free Division Savings	+\$60,000
Div Membership Grant	-\$40,000
Learning Management System*	-\$21,000
	+\$54,000

2.6 Board “Competencies” Workgroup

The Leadership Development Committee (LDC) seeks to find the most well- qualified, appropriate candidates for board positions who will bring a diversity of perspectives, characteristics and knowledge to meet the future needs of the board. To that end, the LDC needs information from the board that will help it better identify candidates for election who best meet the needs of the board, and not simply those who might seem the most well-qualified individual board members, without taking the collective board into consideration.

Beyond demographics (age, gender, professional role, location, etc.), the LDC seeks to identify topical knowledge areas related to special education and technical skills or competencies (e.g., finance, business mindset, social media maven, marketing, policy) that potential board members may have.

President Lesh will develop a workgroup of the board to identify professional knowledge areas and technical competencies or skills of board members and potential board members with the purpose of creating a scale for board members to rank themselves. The results of the board rankings will be used by the LDC to help with its final slating of candidates for election for terms beginning in 2021.

Later in the summer, the board will engage in a discussion about gaps that will be left on the board for 2022 to help uncover what would build a stronger board. The results of the discussion will be provided to the LDC to help develop the board application for 2022 positions.

Competencies, a rating scale and potential discussion questions are to be submitted to the LDC by Monday, July 20th.

3.0 New Business

There was no new business.

4.0 For the Good of the Order and Adjournment

Without objection, President Lesh adjourned the board business meeting at 6:43 p.m.

CEC Board of Directors
Voting Record
June 18, 2020

Member	Motion							
	1.3 Agenda as Amended	1.4.1 Consent Agenda	2.3.2 IRS Form 990	2.3.2 990 Review Process	2.4.1 Initial Standards	2.4.2 E/EC Standards	2.4.3 Educational Diagnostician Speciality Set*	2.5.1 Dues & Membership Categories Policy
Lesh	A	A	A	A	A	A		A
Cavitt	Y	Y	Y	Y	Y	Y		Y
Boscardin	Y	Y	Y	Y	Y	Y		Y
Bui	Y	Y	Y	Y	Y	Y		A
Aceves	Y	Y	Y	Y	Y	Y		Y
Banks	Y	Y	Y	Y	Y	Y		Y
Hall	Y	Y	Y	Y	Y	Y		Y
Hunter	Y	Y	Y	Y	Y	Y		Y
Jackson	Y	Y	Y	Y	Y	Y		Y
Kovach	Y	Y	Y	Y	Y	Y		Y
Morales	Y	Y	Y	Y	Y	Y		Y
Perras	Y	Y	Y	Y	Y	Y		A
Rush	Y	Y	Y	Y	Y	Y		Y
Thompson	Y	Y	Y	Y	Y	Y		Y
Tillotson	Y	Y	Y	Y	Y	Y		Y
Yell	Y	Y	Y	Y	Y	Y		Y
Zinni	Y	Y	Y	Y	Y	Y		Y
YES (Y)	16	16	16	16	16	16		13
NO (N)	0	0	0	0	0	0		0
ABSTAIN (A)	1	1	1	1	1	1		3
ABSENT (O)	0	0	0	0	0	0		0
OUTCOME	P	P	P	P	P	P		P

* Tabled