

**COUNCIL FOR EXCEPTIONAL CHILDREN  
BOARD OF DIRECTORS**

**November 5-6, 2022  
Louisville, KY**

**Minutes  
(Approved January 24, 2023)**

**Saturday, November 5**

**1.0 Official Items**

**1.1 Call to Order**

President Danielle Kovach called the regular meeting of the Council for Exceptional Children Board of Directors to order at 9:16 a.m. ET.

**1.2 Record of Attendance; Determination of Quorum**

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

Danielle Kovach  
Angie Jasper  
Dennis Cavitt  
Tisa Aceves  
Joy Banks  
Ben Hicks  
Will Hunter  
Laural Jackson  
Cindy Perras  
Charmion Rush  
Kareem Thompson  
Ben Tillotson  
Mitch Yell

Not present: Tachelle Banks, Kurt Hulett

**1.3 Welcome & Sharing Out**

President Kovach provided board members the opportunity to share personal or professional updates.

**1.4 Adoption of Board Business Meeting Agenda**

**MOTION:** Cindy Perras moved the motion to adopt the Board Business Meeting Agenda. Will Hunter seconded.

**Motion passed.**

## **1.5 Adoption of Consent Agenda**

**1.5.1** July 13-14, 2022, Board Meeting Minutes

**1.5.2** July 20, 2022, Board Meeting Minutes

**1.5.3** August 2022 Online Voting Minutes

**1.5.4** Professional Standards and Practice Committee Chair Resolution – Garfield

**MOTION:** Angie Jasper moved the motion to adopt the Consent Agenda. Ben Tillotson seconded.

**Motion passed.**

## **2.1 Governance Items**

## **2.2 President's Report**

CEC President Danielle Kovach shared the following about her initiatives and participation in various activities since July:

### **New Business:**

- President's Advisory Council
  - 3 Meetings
  - Discussions focused on: what do they love about CEC resources and what do they want to see more of, how do we let members know of what we offer, and DEIA in CEC
  - Special thank you to Gennith for helping me with this project and supporting the initiative.
- Teacher's Lounge
  - We had our first 2 sessions. The feedback from teachers was positive. Everyone stayed until the end and teachers expressed that they wanted more sessions.
  - Special thank you to Ben Tillotson and Marissa Kase for their work in helping lead and moderate discussions. Thank you also to Jenn Bullock, Brooke Massey, and Amiee for supporting this project and helping run the workshop.
- JumpStart
  - Ran the kick off session for the third year. Office hours will be in January
  - Thank you to Kareem for giving the administrator perspective on our workshop. And another thank you to Jenn, Brooke, Amiee, and Laurie for running the JumpStart program and the professional affairs team for making the training possible.
- Attend the CEC Virtual Literacy Institute: Tier I Literacy Instruction in Practice
  - Thank you- Laurie VanderPloeg and the professional affairs team.
  - I was able to have 2 of my colleagues join the workshop and they found the information valuable.
- Past President's Meeting coming up in December. I will be attending to observe the format and learn how it is run. I will lead the PP meeting next year as IPP.
- Presentations: Shippensburg University, Lynn University
  - Talk about the challenges that special education teachers face and ways to work through the challenges.
- GA Meeting- Governing Board. Spoke on the importance of units following CEC guidelines and having a strategic plan, and a charge.
- Attending LDC as a listener and learner. Thank you Sharon for guiding and working with the LDC and LDPS. New leadership Amy and JT- September. Angie and I presented to the participants in the Leadership Development Sub Committee. It is great to see so many familiar faces in that group and some that are new. Thank to Bill Bogdan for his work leading that committee.

- Fundraising & Development Committee
  - Thank to Chad, Bill Bogdan, and Jake Minor for leading this committee.
- Newsletter for Partners
  - Sharyn asked me to write an article for the newsletter she developed for our partners. She will be reading out to other board members throughout the year for submissions. This is a great way for our partners to know more about the volunteers in CEC and the importance of our work.
  - Thank to Sharyn for her work with our partnerships!
- New member webinars
  - 3 webinars with Gennith and Kevin. I spoke about CEC's history, our members, and what CEC means to me.
  - Thank you Gennith and Kevin for leading this webinar and providing our members with an orientation of our organization.

#### **Ongoing:**

- President's Newsletter- Thank you to Annie, Sarah and the MarCom team for their support.
- Dishin' with Dani- DARTS, upcoming KU Thank you again to the MarCom team, including Mason (videos and 100 Stories)
- Quarterly Unit Town Hall- Thank you Danielle, Luann, Brannan!
- Emails to expired members- Thank you to Kevin and team.

#### **Committees:**

- PSC
- PRT- Kuna
- LDC

## **2.3 President Elect's Report**

President Elect Angie Jasper reported the following updates on efforts and initiatives in which she has been involved since July:

#### ***Leadership CEC***

- Held virtually on August 22 at 7pm
- Collaborated with Dani Kovach on a presentation about the strategic plan and the ways that leaders, divisions, units can be involved.

#### **Project 20/20 JEDIA Convening**

- Held virtually on October 27 at 7pm
- Purpose: was to bring together diversity leaders and aspiring diversity leaders across CEC to share resources, opportunities, and information about their unit's/division's activities in support of Justice, Equity, Diversity, Inclusion, and Access (J.E.D.I.A.).
- Gave a brief, high-level summary of the DEIA efforts and initiatives we are working towards and implementing.
- Heard from the sub-committee chairs about their completed and on-going efforts.

#### **Short-Term Efforts to Support CEC**

- Donation acknowledgement emails and notes
- Monthly membership renewal emails
- Weekly Policy Response Team meetings
- Monthly Policy Steering Committee meetings
- Monthly Finance and Audit Standing Committee meetings

## On-Going Efforts

- Better understanding roles and responsibilities of President
  - Observing and interacting with Dani and Chad to better understand the roles and responsibilities of the President.
  - Meeting with Annie to understand my responsibilities and expectations around communications that go out (newsletters, etc.).
  - Communicating with Sharon regarding expectations and needs.
- Collaborating with CEC Staff to complete tasks related to my priorities
  - Collaborating with CEC Staff (Brannan, Sharon, and Gennith) to complete projects.

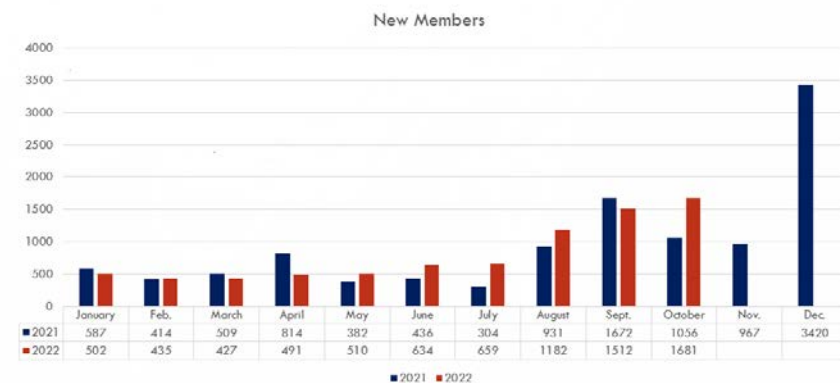
## 2.4 Executive Director's Report

Executive Director Chad Rummel shared the following updates/information:

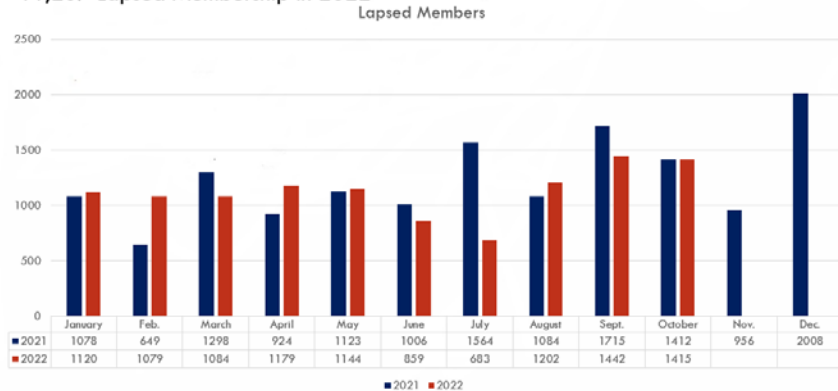
- **Engagement**
  - Membership



### 8,033 New Membership in 2022



## 11,207 Lapsed Membership in 2022



### □ Certain membership categories are up

Membership	Membership						
	Undergrad	Graduate	Early Career	Professional	Paraeducator	Retired	Affiliates
Year End 2019	19,274	0	2,552	0	16,722	0	0
Year End 2020	20,809	0	2,706	1,170	16,933	0	0
Year End 2021	21,211	618	2,622	1,299	16,376	28	33
2022 Goal (+2%)	21,635	630	2,674	1,325	16,704	29	34
11/1/2022	18,443	1,351	1,962	976	13,270	322	88

### □ Membership retention rates are at a 10-year low

#### ■ Launched first attempt at Exit Survey

		Length of Membership in CEC					
Why All Members Left (n=172)		1 yr	2 - 5 yrs	6 - 10 yrs	11 - 15 yrs	16+ yrs	TOTAL
Career / job / role change*		3	13	6	6	23	51
Employer no longer paying my dues		1	4	2	1	5	13
Forgot to renew		2	11	4	3	12	32
I am not clear what CEC's benefits are to me		8	6	2		3	19
I had difficulty logging-in to my member account					1	2	3
Need more specific resources		4	2	2			8
Not enough time to use the benefits		5	3				8
Only joined to attend the Convention		1	1				2
Too expensive / cannot afford membership		14	13	3	1	5	36

		Length of Membership in CEC					
Why Special Ed Teachers Left (n=51)		1 yr	2 - 5 yrs	6 - 10 yrs	11 - 15 yrs	16+ yrs	TOTAL
Career / job / role change*			1	1		3	5
Employer no longer paying my dues		1					1
Forgot to renew		1	5	2		2	10
I am not clear what CEC's benefits are to me		3	2	1			6
Need more specific resources		3	1				4
Not enough time to use the benefits		2	2				4
Too expensive / cannot afford membership		7	11	1	1	1	21

\* = Many who left teaching could not receive the survey

- Membership, con't.
  - Membership retention rates are at a 10-year low
  - Launched first attempt at Exit Survey
  - Launched new-member onboarding webinars
  - 2023 Focus:
    - First-year Experience
    - Pathways to Engagement
- Member Services
  - 8,149 Customer Service issues solved this year
    - Median resolution time = 5.9 hours
  - Launched "one-stop" Customer Service Center on website

- Component Services
  - Unit Advancement Program is officially launched and providing managed services to selected Units
    - Three Units have been onboarded (Tennessee, Hawaii and New York)
    - Kansas has been invited to participate
    - Hopefully to have five within first year

Components	UAP - New York Start: 8/8/2022		UAP - Hawaii Start: 9/7/2022		UAP - Tennessee Start: 9/26/2022	
	2022 Start	788	2022 Start	126	2022 Start	269
	1 yr goal (+5%)	827	1 yr goal (+5%)	132	1 yr goal (+5%)	282
	11/1/2022	776	11/1/2022	378	11/1/2022	266

- Have created additional monthly resources and updating the unit/division resource page to better serve leaders
  - Hosting quarterly town halls for units by region
  - Held Division Leader webinar geared towards membership support for division leaders
  - 11 of 18 divisions represented. Goal is to have these be monthly in 2023

Components	Division Membership (% of CEC Members in a Division)	
	2021 Actual	55.30%
	2022 Goal +2%	57.30%
	11/1/2022	57.80%

- 70 Student Chapters being “tracked”
  - Hosting student event and adviser event at convention
- DEIA Initiatives
  - Emerging Leaders of Color Travel Award
    - Launched October 19
    - Closes November 30
    - (20) \$500 Travel Stipends + Comp Registration
  - Racial Justice Grant
    - Up for approval this meeting
    - (3) \$1,000 grants that support work focused on addressing the issues related to the ongoing racial disparities in educational experiences, opportunities, and outcomes for individuals with disabilities from minoritized racial groups
  - Created Accessibility web page to provide details on all accommodations CEC can provide
  - Working to increase percent of members who provide personal/professional demographics in our database
  - February meeting will be proposal to recreate a Diversity Committee as Project 20/20 ends
- Student / Early Career Initiatives
  - Hosted webinar for students and early career teachers “Back-to-School 2022: Helping Students & Early Career Teachers Thrive”
    - Low turnout: Title may have been confusing; need to figure out timing for pre-service teachers
  - Turing Student Forum into “Student Mentoring Breakfast” at convention
  - Relunched Undergraduate and Graduate Student Awards

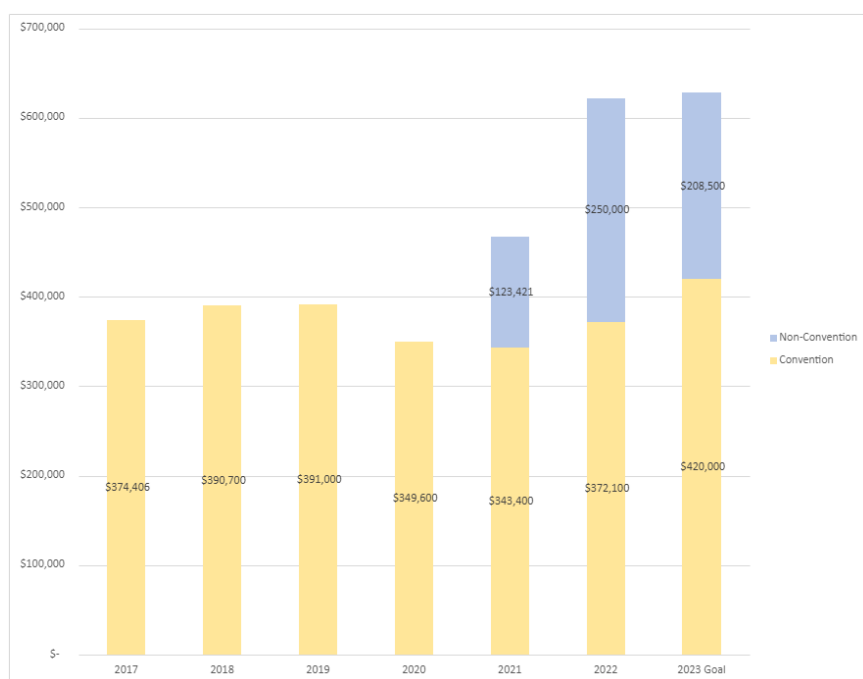
- Honors and Awards
  - Received the most Teacher of the Year nominations since statistics have been kept (since 2016 awards).
  - Tied second most nominations for Lifetime Achievement.
  - Received first Chapter Advisor Nominations since 2016 awards

	Lifetime Achievement*		Outstanding CEC Leadership*		Outstanding Student Chapter Advisor* (1)		Research*		Rising Star (2)		Teacher of the Year*	
	N	R	N	R	N	R	N	R	N	R	N	R
2022 Awards	7		3		2		4		1		7	
2022 Awards	5	1	1	0	0		2	1	1	0	2	1
2021 Awards	10	1	0		0		5	1	n/a		3	1
2020 Awards	5	1	0		0		2	1	n/a		3	1
2019 Awards	5	1	0		0		1	1	n/a		5	1
2018 Awards	3	1	2	1	0		4	1	n/a		6	1
2017 Awards	5	1	2	1	0		7	1	n/a		4	1
2016 Awards	7	1	2	1	4	1	7	1	n/a		6	1

\* limited to 1 recipient

(1) 2021 revision of Gorin Award; formerly included in Student Awards

- Yes I Can
  - Applications closed
    - 41 nominations received for 12 spots
    - Currently selecting winners
  - Continuing with format of 3-4 hosts like last year
- **Public Affairs**
  - Strategic Partnerships
    - New Newsletter for Partners
      - Sharing the “CEC Story,” our activities
      - Get to know the CEC Team/Leadership
      - Pitch opportunities to collaborate
    - Revised Partner Solutions Directory,
      - New: partners can add videos, PDF’s, “call to action” buttons
    - E-Blast Sales
      - Two per month, sold out through October 2022
    - Expo Sales
      - Tracking ahead of Portland 2020; hearing concerns about inflation/recession
    - Other Non-Dues Revenue
      - Revamping Career Center to increase sales
      - Considering bringing SET sales back in-house
    - Having conversations about a podcast, which could generate revenue



- Policy/Advocacy Update
  - Congress is home in districts/states through the midterm elections- not in Washington, DC
  - Post-elections, will need to finalize annual spending
    - CEC continues to engage with Congress on this issue via various coalitions to push for pending \$ increases
  - Engagement with the Administration and Congress re: personnel shortages
    - Endorsement of the Loan Forgiveness for Educators Act
    - Educators for America Act
- Journals/Books
  - Editor search underway for EC and TEC Journals
    - Coordinated by Publications Committee; will bring recommendation to Board in February
    - 9 nominations for TEC and 8 for EC
  - Books
    - Co-Published new HLP Book in Q3
    - 3 Books in Process for Q4
      - Dimensions of Communication, 2nd Edition
      - A Guide to Teaching Students with Autism Spectrum Disorder, 2nd Edition (with DADD)
      - Mixtape: Culturally Sustaining Practices Within MTSS
    - “In-housing” graphic design to reduce costs
    - Testing new publications marketing strategies, including providing videos for new Mixtape book
- Professional Affairs
  - Convention
    - First round of program closed/selected
      - 600 concurrent breakout sessions
      - 21 preconference workshops
      - 6 Deep-Dive (Research to Practice) sessions

- 349 posters (second round of submission currently open)
- 30 Data Blitz Sessions
- Teacher Slam currently open for submission
- Virtual Convention will be a “Replay” of the best of in-person
- NOT a full redo of the in-person (based on past data)
- Will include Division Showcases, Keynotes, Live Workshops
- Two Keynotes
  - Evolution or Revolution: Where is Special Education Headed (Panel Discussion)
    - Derek Govin, Special Education Teacher, Ewa Makai Middle School, Hawai'i
    - Darla Gundler, Associate Director, Early Childhood Personnel Center
    - Lindsay Jones, Chief Executive Officer, CAST
    - Ruth Ryder, Deputy Assistant Secretary of Office of Elementary and Secondary Education, United States Department of Education
    - LaRon Scott, Associate Professor, University of Virginia
    - Felicia C. Smith, President, National Center for Families Learning (NCFL)
    - Zephine Smith Dixon, Chief Student Support Officer, Rockdale Public Schools
    - Laurie VanderPloeg, Associate Executive Director for Professional Affairs, CEC
  - Shaun Woody. [Dr. Woody](#) works with educators at all levels, specializing in helping those that serve in urban and culturally diverse communities.
  - Convention Revenue

	2023 - Louisville			2022 - Orlando			2020 Portland		2019 - Indianapolis		2018 - Tampa		2017 Boston		2016 - St. Louis	
WEEKS OUT	In-Person	Virtual	Revenue	In-Person	Virtual	Revenue	In-Person	Revenue	In-Person	Revenue	In-Person	Revenue	In-Person	Revenue	In-Person	Revenue
24	216	5	\$83,552				420	\$166,066	574	\$214,731	299	\$101,580	255	\$93,206		
23	298	7	\$117,991				499	\$197,606	620	\$233,190	339	\$114,001	316	\$118,027		
22	419	10	\$151,355				534	\$214,909	772	\$287,777	369	\$126,076	355	\$129,025		
21	775	13	\$283,177				624	\$249,529	1,203	\$429,650	397	\$135,531	438	\$152,611	223	\$87,920
20	908	33	\$321,441				791	\$296,356	1,267	\$456,997	440	\$147,570	466	\$162,648	289	\$106,923
19	1,021	35	\$363,563				928	\$362,923	1,331	\$490,748	501	\$159,219	585	\$210,354	330	\$121,692
18	1,130	38	\$413,471	309		\$112,801	1,338	\$501,181	1,463	\$533,577	556	\$185,188	662	\$240,915	404	\$155,841
17	1,377	68	\$519,362	447		\$168,656	1,502	\$588,930	1,693	\$604,912	605	\$202,262	783	\$283,985	497	\$195,056
16				458	114	\$225,810	1,582	\$623,239	1,828	\$661,189	708	\$240,033	783	\$283,985	577	\$219,266
15				677	447	\$359,868	1,685	\$672,013	2,059	\$760,034	893	\$307,565	970	\$350,585	590	\$226,717
14				1,024	528	\$493,728	1,843	\$743,072	2,139	\$792,128	1,276	\$430,801	1,651	\$595,311	610	\$233,611
13				1,372	624	\$660,301	1,995	\$812,114	2,211	\$824,367	1,977	\$660,441	1,795	\$652,797	750	\$279,548
12				1,447	651	\$737,770	2,101	\$864,920	2,280	\$855,734	2,205	\$734,432	2,025	\$743,816	1,067	\$380,711
11				1,775	968	\$957,822	2,277	\$944,002	2,340	\$885,866	2,392	\$797,098	2,265	\$845,876	1,280	\$457,429
10				1,847	1,008	\$1,008,468	2,479	\$1,045,807	2,476	\$950,173	2,544	\$853,213	2,714	\$1,024,817	1,761	\$627,963
9				1,975	1,026	\$1,049,976	2,614	\$1,108,786	2,668	\$1,012,016	2,571	\$860,181	3,001	\$1,154,206	2,696	\$972,649
8				2,081	1,041	\$1,105,180	2,734	\$1,155,664	2,910	\$1,111,108	2,752	\$920,523	3,156	\$1,232,680	3,091	\$1,117,737
7				2,083	1,043	\$1,137,536	2,836	\$1,208,799	3,027	\$1,170,928	2,898	\$985,237	3,255	\$1,284,104	3,311	\$1,206,389
6				2,236	1,068	\$1,223,974	2,856	\$1,218,589	3,101	\$1,208,434	3,000	\$1,022,331	3,464	\$1,370,922	3,433	\$1,257,752
5				2,556	1,150	\$1,403,349	3,013	\$1,298,727	3,149	\$1,230,082	3,132	\$1,074,730	3,601	\$1,436,107	3,540	\$1,321,096
4				2,574	1,185	\$1,428,711	3,102	\$1,345,810	3,341	\$1,266,038	3,514	\$1,230,380	3,785	\$1,507,409	3,797	\$1,423,916
3				2,618	1,224	\$1,468,238	3,323	\$1,468,304	3,622	\$1,360,426	3,755	\$1,321,914	3,930	\$1,573,087	3,949	\$1,497,058
2				2,618	1,224	\$1,468,238	3,492	\$1,555,514	3,983	\$1,465,284	3,956	\$1,399,068	4,094	\$1,593,773	4,088	\$1,567,943
1				2,618	1,224	\$1,468,238	3,741	\$1,678,925	4,299	\$1,493,920	4,337	\$1,519,093	4,214	\$1,668,065	4,203	\$1,612,177
0				2,309	1,517	\$1,706,585	4,045	\$1,808,119	4,752	\$1,590,983	4,601	\$1,608,803	4,576	\$1,787,811	4,336	\$1,667,736
Final	1,377	68	\$519,363	2,304	1,859	\$1,747,250	4,051	\$1,809,064	4,520	\$1,556,121	4,111	\$1,633,029	4,602	\$1,808,263	4,482	\$1,738,619

- Standards and Accreditation
  - Program Review/National Recognition (CAEP):
    - Training moved to virtual; will occur February 2
    - 39 Programs submitted for fall 2022
  - Two sets of standards in progress
    - Targeted survey out for feedback on draft of revised Initial Gifted Standards
    - Draft of revised Advanced Standards will be presented during feedback session at the TED conference

- Accreditation (CEC):
  - Two institutions applied and entered process
  - Presentation at TED next week to promote CEC's Accreditation
  - Creating guidance and revising policy, process, and evidence expectations based on feedback and questions from programs.
- Professional Development
  - Virtual Programs: YTD registrations
    - Educator Shortage series (engagement #s included in webinar counts)
    - Virtual Literacy Institute: 87
    - HLPs for Paraeducators program: 2,650
    - JumpStart program: 198 (broken into Fall and Spring Jumpstart now)
  - Contract Training programs:
    - VA DOE Administrator program #1
    - VA DoE Administrator program #2
    - Capital City Public Charter School program
    - Michigan Department of Education (2-year, \$144,000)
    - 2023: Interest from Rhode Island, Virginia and Nebraska already
  - Webinars: total YTD webinar registrations and recording views
    - NCSER/CEC Partner webinar: 398
    - AOTA/CEC Partner webinars (2 webinars): 418
    - What's Happening in Washington: 276
    - HLPs & CEC Standards webinar (11/16): 146 YTD
    - HLPs for Administrators webinar (12/14): registration to open in Nov.
    - CEC/DISES HLP series (4 webinars): registration to open in Nov.
    - CEC/DARTS Partner webinar (11/8): 4 YTD
    - CEC/TAG Partner webinar (12/9): 6 YTD
    - Dani's Teacher's Lounges (2 webinars): 65
    - Educator Shortage series webinars (11 webinars): 2,493
  - Exceptional Teachers Resource Repository
    - 17 Published Resources
    - 10 Reviewers
    - 6,550 page views
    - Need ideas to garner submissions
  - Other Professional Affairs Activities
    - Bi-Monthly Education Podcast with Larry Jacobs
    - Press interviews on a variety of topics
    - Participation on Equity Coalition for Center for Learner Equity
    - Keynote and breakout session presentations for conferences and leadership trainings
    - Participation in Early Childhood Personnel Center convening
    - Michigan project on Educator Shortage
- **Operations**
  - Technology/Facilities
    - Completed transition of Association Management Software as of 11/1 (savings of \$60k+)
    - Will be 100% in cloud by end of year
      - Added Multi-Factor Authentication for Staff (insurance requirement)
    - In 2023, eliminating excess printer (savings of \$2k/year)
    - In 2023, eliminating "backup Wifi" (savings of \$2k/year)
    - In 2023, reducing archives by 1/3 (savings of \$5k/year)

- Fundraising

Total - All Funds	2020	2021	YTD 2022
<b>Opening Balance</b>	\$ -	\$ 1,895	\$ 14,747
Gifts Received	\$ 1,900	\$ 12,863	\$ 36,694
Board Contributions	\$ -	\$ -	\$ -
Market Return	\$ (5)	\$ 464	\$ (7,192)
Funds Withdrawn	\$ -	\$ -	\$ -
<b>Ending Balance</b>	\$ 1,895	\$ 15,247	\$ 44,759

	Advocacy	Diversity	Future	Rising Stars	Yes I Can	TOTAL
Balance	\$ 11,879	\$ 1,673	\$ 24,596	\$ 1,399	\$ 5,210	\$ 44,759
10%	\$ \$1,188	\$ 167	\$ 2,460	\$ 140	\$ 521	\$ 4,476

- Reorganized Development Committee, added three new members
- Created Fundraising Strategic Plan
  - Develop Crowd-funding initiative (individual donors outside CEC)
  - Further develop individual giving campaign (inside CEC)
  - Engage Divisions and other entities in development opportunities
  - Create Major Gifts program (bequests, E. Farrell Society, etc.)
  - Further develop donor recognition program
  - Create ongoing donor communication program
- Launching Giving Tuesday initiative with specific goals
  - \$10k raised
  - 100 donors involved
  - 100% participation (give or get) by CEC Board of Directors
- Elizabeth Farrell Society launched with 6 members (goal is 10 by 2023 Convention)
  - Bill Bogdan (2022)
  - Christy Chambers Burke (2022)
  - Mary Ruth Coleman (2022)
  - Marilyn Friend (2022)
  - Susan Fowler (2022)
  - Thomas Hardman (2022)
  - Danielle and Mike Kovach (2022)
  - Chad Rummel (2022)
- Finance (see Treasurer's Report)
- Human Resources
  - Currently staffed at 27
    - 24.5 FTE
    - 2.5 Contractors/Outsource Equivalents
  - No current open positions
    - Two on long-term medical leave

- 2023 budget includes
  - Fall/Spring part-time Mar/Comm intern
  - 3% COLA increase for staff
  - .25% Merit pool for staff
- Staffing

	2022	<-->	2020*
Executive Office	3	(1.00)	2
Prof. Affairs/Convention	7	(3.00)	4
Strategic Partnerships	2	(1.50)	0.5
Policy	4	(3.50)	0.5
Standards	1	(0.25)	0.75
Publications	3	(1.50)	1.5
Membership	7.5	(4.00)	3.5
Div/Unit/Chapters	2.5	(2.25)	.25
Marketing/Comms	5	(2.50)	2.5
Operations/Fundraising	9	(5.75)	3.50
<b>TOTAL</b>	<b>44</b>	<b>(25.25)</b>	<b>19</b>

\*2020 and 2022 includes average FTE estimates for outsourced work

- **Executive Office**
  - Governance
    - Committees Currently Accepting Applications
    - Finance and Audit Standing Committee
    - Honors and Awards Committee
    - Professional Standards and Practice Committee
    - Yes I Can Committee
    - Policy Steering Committee
    - Publications Committee
  - *Leadership CEC*
    - August 22nd Professional Development Session: A Deep Dive into CEC
      - CEC's Strategic Plan (including deliverables for each goal)
      - CEC's Organizational Structures (Staff and Governance)
      - CEC Website & Resources Overview (Support for Units and Divisions)
    - September 20th Networking Session: Websites (follow-up to August session)
      - Breakouts focused on unique and specific strategies for enhancing unit's/division's web presence
    - October 20th Session: Strategic Planning & Goal Setting (follow-up to August session)
      - Mind Mapping for goal setting as a tool/resource for units and divisions
      - Breakout groups provided the opportunity for participants to identify their own unit's/division's challenges and how the process and template could be used to successfully address that challenge.

- Election Results
  - Anna Adl, M.S. - Special Education Program Support Teacher & New Teacher Induction Coordinator, School District of Cudahy (WI), Franklin, WI. (Jan. 1, 2023 – Dec. 31, 2026).
  - Sacha Cartagena, Ph.D. - Researcher, American Institutes for Research (Remote Employee), Deltona, FL. (Jan. 1, 2023 – Dec. 31, 2026).
  - Concetta Lewis, Ed.S. - Assistant Superintendent of Special Populations, Diversity, Equity, & Inclusion Rochester (MI) Community Schools, Southfield, MI. (Jan. 1, 2023 – Dec. 31, 2026).
  - Zelfphine Smith-Dixon, Ed.D. - Chief Student Support Officer, Rockdale County (GA) Public Schools, Conyers, GA. (Jan. 1, 2023 – Dec. 31, 2026).
  - Ben Tillotson, M.Ed. - Special Education Teacher/Transition Specialist, Self-Advocacy, Community, Occupation, Recreation, and Education (SCORE) Program, Salt Lake City (UT) School District, West Valley City, UT. (Jan. 1, 2023 – Dec. 31, 2025).
- ED Additional Activity
  - Convention workgroup with National Council of Teachers of Mathematics (chaired by former CEC intern Shalece Kohnke); initial agenda includes:
    - Collaboration between two fields, shared resources, common language
    - Content knowledge of interventionists
    - Teacher preparation (math and special education)
    - Sharing effective co-teaching and inclusion materials
  - Attended NASDSE and CASE to promote HLP Contract Trainings, State/District Partnerships, etc.
  - Attended DEC to meet with DEC Board and discuss how to better embed early childhood into CEC
- ED Goals

Goal	Progress
Develop and implement a campaign supporting CEC's efforts toward attracting and retaining a diverse workforce that includes SEAs, LEAs, and IHEs.	Done. 14-part webinar series created and offered for free in conjunction with 20+ other organizations; continue to add to it and "repackage" for distribution
Create a succession plan for the various instances that may lead to the Executive Director position being open	Done. On the Board agenda.
Develop and implement a marketing plan that recognizes and highlights CEC's value to current and potential members.	Ongoing. Developed "Activate the Value" campaign for Leadership Institute and Back to School Campaign; trained Units/Divisions on how to Activate CEC member benefits, launched onboarding webinars and created benefit Activation Center.

## 2.5 Immediate Past President's Report

Immediate Past President Dennis Cavitt shared that he has enjoyed his time working with the Leadership Development Committee.

### 2.5.1 LDC November 2022 Quarterly Report

**MOTION:** Yvonne Bui moved the motion to receive the LDC's November 2022 Quarterly Report. Mitch Yell seconded.

**Motion passed.**

### 2.5.2 LDC Recharter Application

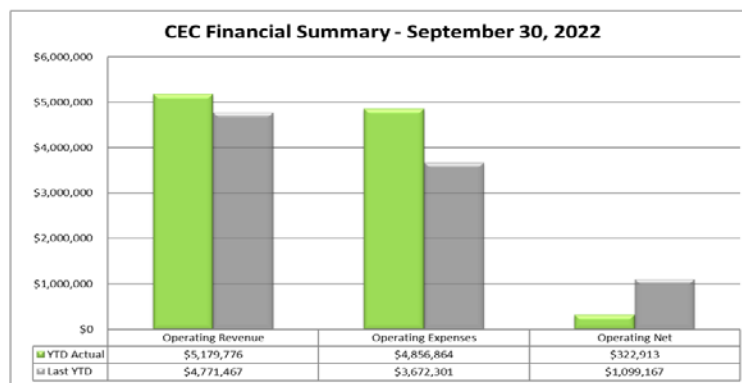
**MOTION:** Kareem Thompson moved the motion to approve the LDC's recharter application as presented, noting that budget figures in the recharter are for information purposes only and that no funds are included in the proposed 2023 budget for an annual retreat. Angie Jasper seconded.

**Motion passed.**

## 2.6 Treasurer's Report (Bui/Evans)

### 2.6.1 September 2022 Financials

CFO Craig Evans reported the following financial statement analysis for year-to-date ending September 30, 2022.



#### Key Highlights

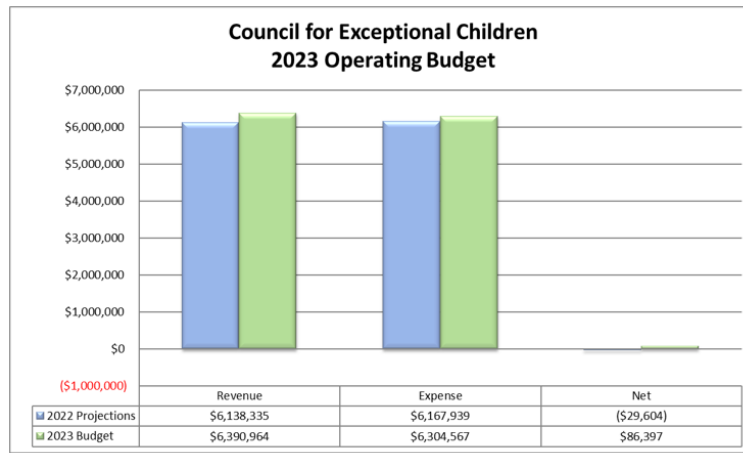
- Operating Cash = \$1.3M
- Investment Reserves = \$841K
- Operating Net Surplus = \$323K
- Net Assets = \$518K

Revenue Center	YTD Actual	Last YTD	\$ Variance	% Variance
Convention	\$1,812,189	\$1,340,739	\$471,451	35.2%
Membership	\$1,500,285	\$1,570,412	(\$70,128)	-4.5%
Partnerships (inc. Expo)	\$604,026	\$103,275	\$500,751	484.9%
Publications & Merch.	\$451,639	\$435,817	\$15,821	3.6%
LCE Subscriptions	\$276,280	\$357,747	(\$81,467)	-22.8%
Professional Development	\$147,253	\$95,600	\$51,653	54.0%
Journals	\$93,985	\$90,875	\$3,110	3.4%
Component Services	\$115,999	\$64,860	\$51,139	78.8%

## 2.6.2 Proposed 2023 Program Plan and Budget

**MOTION:** Cindy Perras moved the motion to approve the proposed 2023 Program Plan and Budget as presented and as recommended by the Finance and Audit Standing Committee.

**Motion passed.**



### 2023 Budget Highlights

#### Revenue:

- Total revenue is budgeted to increase by \$253K, or 4% over 2022 projections.
- Convention revenue is budgeted to increase by \$212K, or 12% over 2022 as increased registration revenue is expected as we emerge from COVID restrictions. Also, room rebates are expected to be higher in Louisville compared to Orlando.
- Other registration revenue is budgeted to increase by \$116K as professional development events are expected to increase, including the new Law Symposium and Fall Institute.
- As membership has declined in the second half of 2022, revenue is projected to be \$75K below 2022 budget. Membership revenue is budgeted to be slightly lower in 2023; however, revenue will be bolstered by several state initiatives that will occur near the end of 2022 and into 2023.
- Publications revenue is budgeted to be \$20K lower in 2023 compared to 2022 projections. This is skewed, however, because of a large \$60K order from the Seattle School Systems which will be booked before the end of 2022. If we exclude this order, normal publications sales are budgeted to increase by \$40K over 2022.
- Service revenue is budgeted to decrease by \$71K in 2023 as the CEEDAR subaward will be completed by the end of 2022.

#### Expenses:

- Total Expenses are budgeted to increase by \$137K, or 2.3% over 2022 projections.
- Overhead expenses are budgeted to increase by \$262K, or 7% over 2022 projections. The increase is primarily due to increased staffing at different points 2022, of which a full year of salary will occur in 2023. The increase in overhead expenses is partially offset by cost savings in other areas as follows:
  - In 2022, CEC paid \$78K in hotel attrition penalties which will not occur in Louisville in 2023.

- CEC retired the iMIS AMS, which will result in savings of \$66K in 2023; other contract services savings of \$21K will occur due to the CEEDAR subaward being completed.
- Cost of Goods Sold (COGS) and Inventory Write-Offs are budgeted to be \$55K lower in 2023 as no further write-offs are anticipated. Further, COGS will be lower as much of editing costs have been brought in-house with new staff.
- Temporary help expenses are budgeted to be \$40K lower in 2023 due to increased staffing.
- Membership benefits expense is budgeted to be \$30K lower in 2023 as premier and student liability costs will be lower.
- In Orlando in 2022, \$117K in expenses were incurred for the 100th Anniversary celebration, which will not occur in Louisville.

**Net Surplus (Deficit):**

- CEC is projecting a small net deficit of \$30K by 2022 year-end, or 0.5% of the operating budget. This deficit is also offset by a total surplus generated in 2020 & 2021 of \$585K.
- The 2023 budget is calling for a small surplus of \$86K given the highlights discussed above.

**2.6.3 Debt Reduction and Reserves Contribution Policy**

The purpose of this policy is to either reduce outstanding debt or increase reserves.

**MOTION:** Angie Jasper moved the motion to approve the Debt Reduction and Reserves Contribution Policy as presented and as recommended by the Finance and Audit Standing Committee.

**Motion passed.**

**2.7 Professional Standards and Practice Committee Chair Appointment – Berlinghoff**

**MOTION:** Tisa Aceves moved the motion to appoint Dee Berlinghoff as Chair of the Professional Standards and Practice Committee for a three-year term beginning January 1, 2023 and ending December 31, 2025. Laural Jackson seconded.

**Motion passed.**

**2.8 Program Advisory Committee Co-Chair Appointment – Garfield**

**MOTION:** Tisa Aceves moved the motion to appoint Theresa Garfield to the position of CEC Convention Program Advisory Committee Co-Chair for the 2024 and 2025 conventions. Dennis Davitt seconded.

**Motion passed.**

**2.9 Board Committee Liaison Reports**

Laural Jackson: Fundraising & Development Committee really picking up. Hope to have everyone on the board donate and or set up a page for Giving Tuesday.

Tisa: Pubs Committee very busy with two editor searches. Very collaborative.

Ben Tillotson: Division Relations Committee. He was unable to attend the last meeting due to conflict with teaching. Otherwise, good, productive, and helpful. e.g., division annual report rubric. More organization and assistance/guidance for divisions.

## 3.0 Strategic Plan

### 3.1 Update

Executive Director Chad Rummel presented the board with an overview of success metric data to date, too extensive to include herein.

### 3.2 Success Metrics

Executive Director Chad Rummel provided the board with updated tracking metrics in the areas of four strategic plan goal areas, based on input from the Management Team.

Goal 1 – Diverse and Effective Workforce		Tracking		
When this goal is accomplished, we will see:				
#	Goal	Staff Responsible	Unit of Measurement	Reporting Interval
1.1	Increased volume of PD resources	Jenn Bullock	# of new PD resources added to LL and repository	Quarterly
1.2	Increased variety of topical content (PD)	Jenn Bullock	# of PD offerings in specific topic areas identified by the	Quarterly
1.3	Increased variety of topical content (Pubs)	Annie Drinkard	Number of topics covered in tagged articles and publications	Quarterly
1.4	Increased participation rates in PD	Jenn Bullock	Increased resource views/downloads of ETRR resources	Quarterly
1.5	Increased Partnerships with States/Provinces	Gennith Johnson	Number of partnerships	Quarterly

Goal 2 – Diversity, Equity, Inclusivity and Accessibility		Tracking		
When this goal is accomplished, we will see:				
#	Goal	Staff Responsible	Unit of Measurement	Reporting Interval
2.1	Increased quantity of diverse leaders, both personally and professionally, across the organization through intentional recruitment, engagement, and retention	Gennith Johnson	Matrix of personal/professional demographics	Yearly
2.2	Improved participation and representation in CEC award nominations	Gennith Johnson	Matrix of personal/professional demographics	Yearly
2.3	Increased marginalized group's representation within authorship of resources (PD)	Jenn Bullock	Number of PD presenters and authors of published resources	Yearly
2.4	Increased marginalized group's representation within authorship of resources (Pubs)	Annie Drinkard	Self reported author data via the CEC member database	Yearly
2.5	Increased quantity of resources available to support students from historically marginalized groups (PD)	Jenn Bullock	Number of resources published in the LL, ETRR or offered	Quarterly
2.6	Increased quantity of resources available to support students from historically marginalized groups (Pubs)	Annie Drinkard	Quantity of resources	Quarterly
2.7	Increased diversity of membership	Gennith Johnson	Matrix of personal/professional demographics	Yearly

Goal 3 – Policy Agenda		Tracking		
When this goal is accomplished, we will see:				
#	Goal	Staff Responsible	Unit of Measurement	Reporting Interval
3.1	Increased contact, resources, and presentations that are being delivered to fed. agencies	Kuna Tavalin	Number of materials delivered to federal agencies	Quarterly
3.2	Increased number of requests from fed. agencies to CEC for information	Kuna Tavalin	Number of requests from federal agencies	Quarterly
3.3	Increased amount of legislation and regulations that were introduced that CEC supported (e.g., IDEA glidepath results, policy letters)	Kuna Tavalin	Number of legislation and regulations	Quarterly
3.4	Increased number of districts represented in SELs	Kuna Tavalin	Number of Congressional districts represented in SELs	Yearly
3.5	Increased number of states represented in SELs	Kuna Tavalin	Number of states represented in SELs	Yearly
3.6	Increased number of divisions/units that have active policy programs (i.e. intentionally in specific states and/or content)	Kuna Tavalin/Brannan	Active is measured by how many units/divisions Meets Expectations or Above in the unit/division Matrix Policy Assessment	Yearly

Goal 4 – Global Leader		Tracking		
When this goal is accomplished, we will see:				
#	Goal	Staff Responsible	Unit of Measurement	Reporting Interval
4.1	Increased number of collaborative projects with premier partner organizations	Chad Rummel	Number of collaborative projects	Yearly
4.2	Increased number of active student chapters	Brannan Meyers	Number of active student chapters	Quarterly
4.3	Increased international partnerships with organizations of similar profile	Chad Rummel	Number of international partnerships	Yearly
4.4	Increased membership from outside of the U.S.	Gennith Johnson	Members from outside U.S.	Quarterly
4.5	Increased data clicks on website	Mason Shelby	Session visits on website	Quarterly
4.6	Increased number of members who are pre-service	Gennith Johnson	Pre-service members	Quarterly
4.7	Increased number of members who are early career	Gennith Johnson	Early career members	Quarterly

The board discussed the success metrics, above. Suggestions on metric 4.3 and 4.4 should be submitted for the January board meeting agenda.

## **4.0 Organizational Items**

### **4.1 Executive Director Succession Plan**

This document was created to address the short- or long-term absence of the executive director. It should be reviewed by the executive committee and executive director each fall and re-approved by the Board if changes are made.

**MOTION:** Mitch Yell moved the motion to adopt the Succession Plan for CEC's Executive Director as presented. Laural Jackson seconded.

**Motion passed.**

### **4.2 Diversity Leadership Program Proposal Discussion**

#### **Background:**

In 2021 CEC initiated the Black, Indigenous, People of Color Travel Award (now known as the Special Educators of Color Leadership Travel Award). Winners of this award receive a \$500 travel stipend as well as complimentary registration to the CEC Convention & Expo. In addition, there are special opportunities provided for networking and mentoring. This travel award was motivated by a desire to offer CEC members of color an opportunity to increase engagement of culturally diverse members and provide members in the profession with opportunities to connect with divisions and units which has the potential to retain recipients as long-term members of CEC.

After offering the travel award in 2022 and 2023, it is recommended that CEC expand this award to create a diversity focused leadership program for emerging leaders. This program extends opportunities to support a cohort of CEC members with content related to advancing racial equity and increasing leadership skills within the field of special education.

#### **Proposal:**

Title: CEC Emerging Special Educators of Color Leadership Academy

#### **Goals:**

- Goal 1: To prepare CEC members from racially/ethnically minoritized groups for leadership positions within CEC and beyond.
- Goal 2: To provide focused programming to build and enhance leadership skills.
- Goal 3: To develop future CEC volunteer leaders who create ideas, solutions and support anti-racism, inclusivity, and equity within the field of special education.

#### **Benefits:**

- Travel and lodging funding to attend the CEC Annual Convention and Expo after completion of the first year of the leadership academy.
- Theoretical and practical exposure to ways to include culturally responsive pedagogy in the curriculum, in advocacy, and leadership in special education.
- Access to a support system during critical stages of early career development through building a lasting network of other future leaders participating in the CEC Emerging Special Educators of Color Leadership Academy.
- Match with a mentor to offer insider perspective on navigating the field of special education and gain greater knowledge of career success factors.

Eligibility:

- Current CEC member from a racially/ethnically minoritized group
- An education professional in their first 7 years of service
- Demonstrated volunteer service or leadership
- Demonstrated interest and/or engagement with social justice, diversity, equity, and inclusivity (SJDEI)

### **4.3 Racial Justice Grant Proposal**

The implementation of a Racial Justice Grant will encourage and support work focus on addressing the issues related to the ongoing racial disparities in educational experiences, opportunities, and outcomes for students with disabilities from minoritized racial groups.

The Racial Justice Grant would be open to CEC members. Preference will be given to practitioners for projects demonstrating direct application to individuals in our schools. The grant supports ongoing and new implementation of initiatives to challenge and foster a culture of racial equity at the intersection of disability in educational settings. Funds (awards up to \$1000) are in support of active engagement with initiatives with practitioners, children/youth, families, or other stakeholders in support of students with disabilities.

Example areas might include efforts to:

- Developing Professional Learning Communities directly serving students
- Efforts to diversify the teacher workforce
- Directly serving students
- Advocacy and community-based application of engagement of racial and dis/ability activities

Awardees will present outcomes of activities at the next CEC convention.

**MOTION:** Ben Tillotson moved the motion to accept the “Racial Justice Grant Proposal” as presented. Charmion Rush seconded.

**Motion passed.**

### **4.4 “TeachSped” Website Workgroup**

The goal of the proposed website is to recruit new teachers to the field of special education by showcasing the success stories of teachers and their jobs, while also providing the resources needed to help potential teachers make the decision to teach special education.

While understandably so, the narrative of what it means to be a special education teacher has turned negative over the years. The result is fewer and fewer new teacher candidates in the pipeline. By curating the positive stories from the field, we can change the narrative and we can provide resources to those who are potentially interested in exploring a career in special education.

This program will roll out in two phases:

- 1) Develop a resource website that showcases the positive stories from the field and proactively provides the information needed to consider a career in special education. This has temporarily been called “TeachSped” but needs a different name.

- 2) Launch multiple campaigns showcasing those stories that direct individuals back to the resource website (YouTube, social media, press coverage, virtual career fairs, localized campaigns by chapter/unit, etc.).

**MOTION:** Mitch Yell moved the motion to accept the “TeachSped Website” proposal as presented, understanding that the final name of the website is to be determined. Angie Jasper seconded.

**Motion passed.**

### **Executive Session**

The board went into Executive Session at 5:11 p.m. to discuss non-elected personnel matters and came out of Executive Session at 6:00 p.m.

The board recessed at 6:00 p.m.

### **Sunday, November 6**

#### **1.0 Official Items**

##### **1.1 Call to Order**

President Danielle Kovach called the regular meeting of the Council for Exceptional Children Board of Directors back to order at 8:34 a.m. ET.

##### **1.2 Record of Attendance; Determination of Quorum**

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

Danielle Kovach  
Angie Jasper  
Dennis Cavitt  
Tisa Aceves  
Joy Banks  
Ben Hicks  
Will Hunter  
Laural Jackson  
Charmion Rush  
Kareem Thompson  
Ben Tillotson  
Mitch Yell

Not present: Tachelle Banks, Kurt Hulett, Cindy Perras

### **Unfinished Business**

#### **4.5 Student Teacher Support Program**

The goal of the proposal is to establish a student teacher support program to support student teachers and to develop CEC membership by creating a semester-long program of support (resources, training,

mentoring) for students during their semester(s) of student teaching.

In order to retain early career teachers, they must have solid experiences in their first few weeks in the classrooms, which starts during the student-teaching practicum. While they have support from their cooperating teachers and university faculty, the resources, training, and networks that CEC provides could yield an additional layer of support to ensure their success. However, very few pre-service teachers join CEC and/or know about CEC. Thus, a secondary effect would be CEC's ability to expose them to who we are as an organization and hopefully retain them as members during their years as an early-career teacher.

**MOTION:** Angie Jasper moved the motion to accept the attached "Student Teacher Success Network" proposal as presented. Mitch Yell seconded.

**Motion passed.**

#### **4.6 Pioneers Division Name Change Request**

**MOTION:** Ben Tillotson moved the motion to approve changing the name of the CEC Pioneers Division to the Division of Leaders and Legacy (CEC-DLL). Mitch Yell seconded.

**Motion passed.**

#### **Executive Session: Treasurer Appointment**

The board went into Executive Session at 9:29 a.m. and came out of Executive Session at 10:15 a.m.

In executive session, the board voted to appoint Jennifer Lesh to the position of Treasurer.

#### **5.0 New Business**

There was no new business.

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

Without objection, President Kovach adjourned the meeting at 11:03 a.m. ET.