

CSOTTE Board Meeting Minutes
February 7, 2014
Austin, Texas

1. **Call to Order** – John Miazga called the meeting to order at 9:30 a.m. and welcomed those that were in attendance. Kathleen Vinger was asked to take minutes in the absence of the CSOTTE secretary.
2. **Introduction of Board Members, Incoming Board Members, and Guests**
Kathleen Vinger (TACO), Susan Allen, (TACA), Judith Munter (TxATE), Ginny Fender (TACTE Executive Secretary), Marlene Zipperlen (CSOTTE Secretary/EDICUT), Sandra Parnell (TACO), Sue Owens (TCTCT), Pam Tipton (TACTE Executive Secretary), Amanda Rudolph (CSOTTE President Elect/TxATE) and Brian Miller (Advisor).
3. **Minutes, October 2013**
Sandra Parnell seconded motion made by Amanda Rudolph to approve the October minutes as printed, motion passed.

4. **Financial Report – Pam Tipton**

After review of the Income and Expenses for CSOTTE the following table presents the summaries.

Account Summaries, as of December 31, 2013

Checking Account	\$49,650.08
Market Rate Savings	\$21,146.44
Time Account	-0-
Total Assets	\$70,797.08

5. **H.Terry Hines, CPA, Engagement Letter for Calendar Year 2013**

Discussion followed dealing with Mr. Hines and his request to have an engagement letter to perform the 2013 audit, and to prepare the tax returns.

Ginny Fender seconded motion made by Kathleen Vinger to give authority to Pam Tipton TACTE Executive Secretary, to negotiate and sign the agreement with Mr. H. Terry Hines.

6. **Logo**

Those present at the Executive Board Meeting agreed upon a design for the official CSOTTE logo. Ginny Fender seconded the motion made by Amanda Rudolph to approve the logo below, motion passed. The logo will be presented to the membership for approval, electronically.



Board Secretary, Marlene Zipperlen arrived at 10:00 a.m.

7. Report 2013 Conference

a. Conference Summary/Comparisons 2009-2013 – Pam Tipton

Year	2009	2010	2011	2012	2013
TOTAL INCOME		\$63,937	\$61,062	\$73,155	\$97,225
TOTAL EXPENSES	\$29,694	\$41,360	\$75,334	\$73,483	\$55,446

b. Conference Evaluations – John Miazga

A purposeful *Go Green Conference* was met with many accolades by members of the board. Ninety-four percent of conference attendees rank the conference as positive with 6% desiring improvement.

Participants by Affiliation 2013 Conference (several in multiple organizations)

EDICUT	48
TACA	57
TACO	81
TACTE	55
TAECTE	6
TAHPERD	7
TCTCT	46
TDFE	40
TxAATE	55
None of the above	103
Blank	9
Emerging Scholars	44

The board reviewed a detail accounting of the conference in the following areas: Registration and Website, General Session I (Scott), General Session II (Quinn), General Session III (Awards Luncheon), General Session IV (TEA), Topics for Future Conferences, Emerging Scholars Comments, and Hotel Arrangements and Accommodations

c. Post-conference discussion/ideas/changes – John Miazga

The board discussed at length how to motivate the presenters to share their presentation materials after it was learned 50% of the presenter did not share their materials. It was determined that when the decision has been made to accept a proposal, there would be a reminder to the presenter the various means by which their presentation materials could be made available to those in attendance at their

sessions. Again, the goal is to maintain the *Go Green* effort, and it continues to encourage all conference attendees to move into the 21st Century using technology.

The next item discussed dealt with securing more vendors. The board came up with several suggestions, and encouraged each of us to send additional names of vendors to Pam Tipton in preparation for the 2014 CSOTTE Conference. A few mentioned was Pearson, Taskstream, LiveText, TK20 Inc., ETS, Mimio Boards, Smartboard, Promethean Board, University textbooks, ebooks, Research Education Association, certified teachers, regional office for dell, apple, and cell phones.

In order to entice vendors to participate in the conference, and to give them better exposure to the conference participants, the board is entertaining a mixer following Sunday General Session where the vendors and conference participants are in one area.

Pam Tipton updated the board about the software program currently used for conference registration, etc. The RegOnline online software for event management will cost \$3.15 per registrant and \$3.25 for credit card registrants. In looking for continual efficiency and better pricing, the board continued the discussion regarding RegOnline to replace CVENT. The board suggested we try RegOnline for a year, and if all goes well during the first year; re-negotiate a three-year contract.

8. 2014-2015 Board Officers – John Miazga

The nominating committee is doing their due diligence, and will be forthcoming with their recommendation on an online vote.

9. Conference 2014 – Amanda Rudolph and John Miazga

a. Registration format and billing (Changing from CVENT to RegOnline)

Discussed under post-conference

b. Date – October 19-21, 2014 – Austin Sheraton at the Capital

c. Theme

New Professionalism: Advocacy, Action, Accountability (Legislative and Policy)

The board agreed to the theme.

d. Speakers – brainstorm ideas

Barbara Cargill, the district 8 representative of the Texas State Board of Education, Eddie Hollis, and several other recommendation were made. The board members were encouraged to contact Amanda Rudolph should they wish to make further suggestions.

e. Sponsors – ideas/discussion

A discussion about the various options available for sponsorship opportunities. The board discussed ranges in contributions of levels of sponsorship, expectations of sponsors, and the expectations the sponsors could expect of the CSOTTE

organization. A decision to add one more level to the sponsorship was made, platinum for those who contribute a minimum of \$12,000. It was also decided that the vendors would pay \$500 for a table, meals for one person and \$100 for each extra person. Further discussion around conference bags, pens and notepads continued.

f. Schedule

TACO organization requested a meeting of their own on Sunday evening at 4:30 to 5:45.

General Session will occur between 6:00 and 7:30 p.m.

Reception will follow the General Session at 7:30 p.m. (approximate cost - \$1500)

Check on the viability of TAECTE, and if so, do they need time for their meeting at the conference

EDICUT would like to consider changing their meeting to Sunday. Marlene Zipperlen, will canvass the organization, and determine if this is what all members would prefer. At the April board meeting, further discussion regarding this request will be discussed.

Currently EDICUT is scheduled on Monday for the General Meeting at 4:45 to 6:00 p.m.

Board Reception Monday Night Informal Team Building 6:30

The TEA session will now be an Information meeting at the conference

A request that the work sessions at the registration table correspond with the workshop schedule was made. This will allow everyone an opportunity to participate in some of the sessions.

- g. Entertainment** - Judith Munter will check on the entertainment possibilities in the Austin areas, and report back to the board in April.

h. Reception

Monday evening the board may have a reception.

i. Calls for Proposal

From the strands for presentations, the following were deleted:

Critical Issues, Data Analysis, Professional Harmony, Value Added, College Readiness, and Diversity

The following were added:

Policy Issues, College and Career Readiness, Diversity/Culture, Advocacy, Action Research, Field Based Experience, and Curricular Issues

- j. Awards-** TACA/TDFE/TxATE/TACTE/CSOTTE Friend of Teachers Award will be handled by the organizations.

- k. Conference Flyers** – no longer do we have these. Information is posted on the CSOTTE website

10. Action Plan

The action plan is posted on the web site reflecting the desire of CSOTTE to serve as a state voice of the education profession. Edits to the document involved those areas that are no longer a part of the plan by CSOTTE.

11. TEA/SBEC Update

No report at this time

12. Upcoming Meetings

- a. April 4, 2014, 9:30 a.m. TAHPERD Offices, Austin
Executive Board meeting (but all welcomed)**
- b. May 20-21, 2014 (Tuesday-Wednesday: noon to noon) Port Royal Beach
Resort, Port Aransas, Texas**

13. Future Conferences

- a. 2015: October 25-27, 2015: DFW: Embassy Suites Dallas-Frisco**
- b. 2016: October 16-18, 2016: Austin: Embassy Suites San Marcos**
- c. 2017: October 21.23, 2017: Corpus Christi Omni**

14. Other Business