



CSOTTE Executive Board Meeting
Friday, September 18, 2015
TAHPERD Office
Austin, Texas
9:30 AM

Minutes


<p>1. Introductions / Attendance Sign-In</p>	<p>Members arrived and signed in. Attendees introduced themselves and included: Glenda Ballard (Chair Elect) from Texas A&M-Texarkana, Gayle Butaud (TDFE Pres. Elect) from Lamar, Diana Everett (TAHPERD), Ginny Fender (TACTE ED) from UT-Tyler, Gayle Grotjan (EDICUT Pres.) from Concordia-Texas, Jean Hubbart (TCTCT Pres.) from Sam Houston State, Sara Langford (TDFE Pres.) from Texas A&M-Texarkana, Amanda Rudolf (CSOTTE Advisor) from Stephen F. Austin, Grant Simpson (CSOTTE Chair) from St. Edward’s University, Pam Tipton (CSOTTE Executive Director), Daniella Varela (TACO President) from A&M-Kingsville, Marlene Zipperlen (TxATE Pres.) from University of Mary Hardin Baylor.</p>
<p>2. A visit with Tim Miller, Ed.D., Director for Educator Certification, TEA</p>	<p>Grant called the meeting to order at 9:35 and introduced Tim Miller. Tim provided a 1.5 hour session on Legislative Updates for 227 and 228.</p>
<p>3. Approval of Minutes, May 2015, Planning Retreat (page 4)</p>	<p>The minutes from the May Retreat were presented. Glenda made a motion to approve the Minutes. Gayle Grotjan seconded and the motion passed unanimously.</p>
<p>4. Financial Report – Pam Tipton (page 12)</p>	<p>Pam presented the current financial statement. She reported that expenses included an urgent laptop replacement, travel to retreat for Pam and Amanda, and that our website fees have decreases since she can now update the site for us. Assets include: \$82,887.34 in the bank account, \$21,160.55 in savings, for a total of \$104,047.89 as of 9/4/2015. Marlene made a motion to accept the financial report. Amanda seconded the motion and the report was approved.</p>
<p>5. Conference Planning 2015: Embassy Suites Dallas-Frisco</p> <p>a. Board Meeting – Sunday, October 15, 10am-12:45 pm (lunch) – Indian Trail (2nd floor, hotel side). Please come early to stuff bags in Rock Hill, 9:00 am</p>	<p>The Board was apprised of their responsibilities for bag stuffing, working the registration table and attending meetings during the conference.</p>
<p>b. Organization meeting schedule (see conference-at-a-glance document, page 14) Check for final edits</p>	<p>Small edits to the Conference-at-a-Glance were recommended.</p>

<p>c. Registration Status</p> <ul style="list-style-type: none"> Room occupancy 425 36/129/126. 63.4% of the 80% 	<p>279 are registered as of meeting date. The room guarantee requirement has been met. Reminders will be sent to ask officers and presenters to register.</p>
<p>d. General Sessions (page 17)</p> <ul style="list-style-type: none"> Confirmation Grant Simpson and A. Lin Goodwin TEA (informal confirmation of Miller and Cook) 	<p>Speakers have confirmed their attendance. Sandra Nix will not be able to attend. Miller and Cook will speak for TEA.</p>
<p>e. Plated luncheon – payment for guests and winners from TACA & TDFE \$45.00 Award speeches – time restrictions / digital? Entertainment: none</p>	<p>Pam would like one check to CSOTTE for the lunches of the award winners and guests (TDFE and TACA). Each group will have three winners. Each winner will submit a 1-2 minute acceptance video that will be shown at the luncheon while the winners are given their award and check. Elda Martinez has been asked to facilitate that part of the program. Grant will announce.</p>
<p>f. Breakout Sessions – Marlene Zipperlen – add names of Breakout facilitators if needed Grant Simpson – Facilitators needed for Round Table Discussions (page 19)</p>	<p>Marlene reported 83 presentations were submitted. The 45 minute sessions have been well received and there is a wait list of presenters. A rubric was used to score and appropriateness for strands was considered. The presentations have been assigned time slots and facilitators will be assigned through Sign-up Genius. Pam will send link to Board Members to share with officers. Round Table groups will need to record topics of interest and ideas.</p>
<p>g. Emerging Scholars – agenda and room layout</p>	<p>Dana Pemberton is in charge of this. Scholars will have lunch on their own.</p>
<p>h. Conference website –</p> <ul style="list-style-type: none"> Elda’s www.csotteconference.com – accessed through CSOTTE.com “Generic” Conference eBrochure design for 2014 and beyond used 	<p>Elda is expanding the website. Please provide feedback. Pam oversees www.CSOTTE.com; Elda works the www.csotteconference.com website.</p>
<p>i. Conference programs / ATE model discussion – Ginny Fender Attendees can download the updated PDFs to laptop, tablet or other device.</p>	<p>Program is color coded by strands. Attendees are asked to print program before coming to conference.</p>

<p>j. Conference Audio Visual bid: PSAV \$10,874.76 (Conference Bags)</p>	<p>WiFi in all rooms and areas is included. This is higher than last year, and includes both support and screens. PSAV is the same company we used in 2014. Projectors are not provided so presenters need to be reminded to bring their own. Bags have been ordered and cost \$2000. They will be in next week. We may need to fold or roll brochures to stuff in the small nylon bags. Suggestions for next year included "Bring your own bag" or not having a bag to further promote the idea of <i>going green</i>. This concept will be reviewed in March.</p>
<p>k. Reception Sunday night: Embassy Suites will be holding reception open for us until 8:00 p.m.</p>	<p>Includes all attendees.</p>
<p>l. Board Reception Monday night? Embassy Suite reception/restaurant, Gloria's (Salvadoran/Latin), Cheesecake Factory</p>	<p>The Board asked Pam to look into a reception in Grant's suite. The group did not feel like a meal was necessary. This would allow Board members to welcome new Board members and still visit with other organization members.</p>
<p>m. Vendor - Sponsor Report ETS: Platinum Level (\$12,000) Certify Teacher: Silver Level (\$7,000) Pearson: Vendor + \$500 Bag Insert (\$1,000) TK 20: Vendor + \$500 Bag Insert (\$1,000) Vendors: 240 Tutoring, AVID, LiveText, Solution Tree, TaskStream (\$500 each) Total Vendor/Sponsor support: \$23,500 Vendor Bingo prize commitments: none</p>	<p>Nine sponsors for \$23,500. Certify Teacher sponsored us as a celebration of their many years in business. Bingo promotes attendees talking to our vendors. Pam will purchase 3 \$50 Amazon.com gift cards for Bingo prizes. Glenda motioned to approve this purchase; Gayle G. seconded the motion and the Board was unanimous in accepting this purchase. One vendor table is still available for \$500.</p>
<p>n. Evaluation– Survey Questions 2015 Conference feedback. (Please review the ONLINE survey through RegOnline Door Prizes: Free Conference Registration will be randomized from those who complete evaluation. This year's recipient is Josh Wheeler, LCU.</p>	<p>Survey is not specific to the presenters, but many elaborate on the break -out sessions they attended. Paid conference registration for 2016 will be the door prize for participating in survey.</p>
<p>o. Vendor Bingo (page 20)</p>	<p>Form edited slightly to encourage a variety of signatures to be collected. Bingo submissions are not checked for accuracy.</p>

<p>p. Registration- Volunteers' Work Schedule (page 21)</p>	<p>Board members signed up to work our Registration Table and were reminded not to overbook their time slots. Non-present Board members will fill the remaining slots. Members will greet, hand attendees a bag, and point them to the QR Code to scan. Pam will be there to take payments and troubleshoot.</p>
<p>q. Post Conference TEA/EPP Stakeholder Meeting on 228, 229, 230, 231, 232, and 233 with Tim Miller, TEA, Frisco 7</p>	<p>A reminder will be sent for only one or two representatives from each group to attend the Post Conference Stakeholder Meeting. All of these items are up for discussion. Proposals and adoptions will follow. 227 will come up in October; others will be in Dec. and Feb.</p> <p>A microphone will be needed for people to line up to speak. Grant will moderate if TEA wants him to do so. TEA wants to listen.</p>
<p>6. CREATE Recognition Program for Educator Preparation – Glenda, Sara/Lidia, Marlene</p>	<p>Outstanding Ed Prep Program will be recognized through the website. Grant will pull up to show at the Conference. Winners will be encouraged to present at next year's conference. Innovation and exemplary practices were highlighted in the winners. Eight institutions submitted.</p> <p>Sara and Lidia will work on videos of acceptance speeches for Student Teacher and Interns of the Year respectively.</p> <p>Marlene has winners for both Booker and Coody Awards ready to be presented.</p>
<p>7. SBEC/TEA/SBOE Meeting Report – Grant, Amanda</p>	<p>Amanda stated that Tim covered most of the information. Grant reported that many cases and issues are brought up at long meetings. The group is now hearing all cases and they are complicated by differences in county laws and settlements. Abandonment of contract is the biggest issue and one year loss of contract is set punishment. Subcommittees will begin to lighten load of work by coming in to start work early and make recommendations.</p> <p>EPAC meeting will be on Nov. 11. Amanda will request our input. The Board appreciates her participation in these meetings and voicing our views when needed.</p> <p>We need to be present and speak up. The meetings adhere to the set agenda strictly, but the New Business at the end allows for someone present to call attention to a topic. The staff usually adds it to the next meeting's agenda. Grant will bring up certification that can't be tested out of without experience and/or coursework.</p>
<p>8. Future Conference Planning <u>2016</u>: Austin, October 16-18, 2016 – Embassy Suites San Marcos Hotel, Spa and Conference Center <u>2017</u>: Corpus Christi, October 22-24, 2017 – Omni Corpus Christi</p>	<p>The 2018 bid by San Antonio Omni was acknowledged. <u>2018</u>: San Antonio Omni Colonnade proposal: Food and Beverage minimum \$20,000; Rooms at prevailing government rates (will increase, currently \$120s/130d); Room block: 30/250/250 = 530, Guarantee 90%; Complimentary 2 bedroom suite and 1 room free for every 50 rooms booked.</p> <p>The Board decided to see how Embassy Suites works with us in October and decide on this after the conference at the March meeting.</p>
<p>9. 2015-2016 Board Meetings <u>Sunday, October 25, 2015</u> We will stuff bags in conference center room Rock Hill at 9:00. <u>10:00 a.m. – 1:00 p.m.</u> Frisco Embassy Suites Indian Trail (2nd floor, hotel) <u>March 4, 2016 – 9:30 a.m.</u> TAHPERD Office, Austin</p>	<p>Reminders about future Board meetings were acknowledged.</p>

<p><u>April, 2016</u> – TBD TAHPERD Office, Austin (only if needed?) <u>May 24-25 , 2016</u> Board Retreat Port Aransas</p>	
<p>10. Other / Old Business / Discussion Items</p>	<p>Sara made a motion to adjourn and Ginny seconded. There were no objections, so the group adjourned around 2:30.</p>

 <p>CSOTTE Consortium of State Organizations for Texas Teacher Education</p>	<p>CSOTTE Executive Board Meeting Friday, September 18, 2015 TAHPERD Office Austin, Texas 9:30 AM</p>
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