

CSOTTE Board Meeting  
September 21, 2012 ~ 9:00 a.m. – 4:00 p.m.  
TAHPERD Office ~ Austin, TX

Minutes

1. Introduction/Sign-In – Brian Miller welcomed everyone and board members signed in.

Members present: Jane Thieleman-Down, Brian Miller, Grant Simpson

Mike Rosato, Amanda Rudolph, Alma Rodriguez, Ginny Fender, Julie Teel-Borders, Sue Owens, John Miazga, Marlene Zipperlen, Krystal Goree, Susan Allen, and Dana Pemberton.

2. Minutes from the Meeting on May 15-16, 2012 – Krysta Goree presented the minutes from the Board Retreat meeting in May. John Miazga moved to accept the minutes with spelling corrections noted. A second was provided by Marlene Zipperlen. The motion passed with a unanimous vote.

3. Financial Report – Jane presented the financial report, sharing that the organization is in good standing financially. (Business checking account - \$49,601.06; Business Market Rate Savings - \$1,122.70; CD account - \$28,184.02. Total account summary - \$78,907.78)

New sponsorships are also coming in. Marlene Zipperlen made the motion to accept the financial report as presented. Grant Simpson provided the second. The motion passed unanimously.

4. Board Member/ website information update check – Jane asked that everyone check the website and let her know if anything needs to be changed. She also reported that the new webmaster is doing a great job. Jane is updating board member names on the website. Members were asked to send information they wish to have posted on the website to Jane so that she can get the text in the correct format prior to sending it to the webmaster.

5. Janice Lopez – TEA/SBEC – updates and changes

Janice Lopez provided an overview of happenings at TEA/SBEC:

- Cheryl Moore is serving as the interim supervisor of the Educator Standards Division at TEA. The new Commissioner's priorities came out yesterday. Lynette Lazette-Reynolds is now Deputy Commissioner. Michael Berry came to TEA from the Governor's office. Janice is meeting with the Commissioner tomorrow.
- EPPs will soon be receiving a memo from Janice addressing bi-lingual education in Texas. TEA/SBEC has taken the grade-level off of the bi-lingual certification so that districts will have the opportunity to provide bi-lingual services to students at all grade levels. In addition, some changes have been made to the bi-lingual supplemental certificate.
- TEA is considering different models of the EC-6 and 4-8 tests. They are considering setting standards so that candidates can take specific content area sections of the test if need be.
- The combination ESL/Generalist TExES has a 32% pass rate.
- Michelle Moore may accompany Janice Lopez to the CSOTTE Conference and help with the presentation. David Carmody, Sandra Nix, and other managers may also be in attendance at the conference. Janice Lopez will let Brian Miller know so that the correct names can be included in the program
- Sunset report will be to TEA in about 2 weeks. Then, they get to correct the report.

Conference Planning:

- Location - Sheraton Austin Hotel, October 21-23, 2012
- Program (edit final draft) – Jane asked all board members present to check information in the draft program. Suggestions were made for edits in format.
- Board Meeting – A meeting of the Executive Board will be held prior to the conference on Sunday, October 21, 2012 (10 a.m. – 1 p.m.). Lunch will be provided.
- Gift bags/Orange bags/ brochures/other items to include in bags given to participants – board members should bring brochures that they want included in the bags to the luncheon just before the conference
- Organization meeting schedule – Members were asked to check the times that meetings are scheduled for individual organizations, making sure that meetings do not overlap.
- General Sessions – Kay Perschitte will keynote the first General Session; Yong Zhao will keynote the second General Session.
- Plated lunch – TDFE and TACA will each write one check to CSOTTE for anyone attending the plated lunch as guests of the award recipients. The president of the organization sponsoring the awards will present the

awards to recipients. For each award recipient, there will be an introduction (no more than two minutes for each recipient) and a response (no more than two minutes by each recipient).

- Breakout sessions report – CSOTTE Board members will sign up for session facilitation online.
- Emerging Scholars - Currently, there are 32 registered for the Emerging Scholars Program. If the Emerging Scholars Strand is offered again in the future, CSOTTE will need to reword the strand description to clearly communicate that it is for pre-service (and possibly first-year) teachers. The information about the Emerging Scholars Strand needs to go out as a separate call but to everyone on the listserv. Dana will email Jane with request for technology for the Emerging Scholars strand. CSOTTE will pay for the technology. Presenters will bring their own computers. At welcoming during the Monday morning session, Dana Pemberton will introduce the new Emerging Scholars strand and ask the participants to stand.
- Conference e-program website and QR code – Elda guided members in accessing the conference website through the QR code and pointed out certain aspects that she feels will benefit session participants. Suggestions were made for information to include on the site (maps, letter from Brian). Links will be provided to organizations that are presenting awards and award information will be provided on organization websites.
- All sessions are 30 minutes in length. Presenters should go in the order that is noted in the program.
- Elda suggested that we include a disclaimer letting participants know that internet access may not be available in all parts of the hotel. Everyone thanked Elda for her work on the program. The Board will decide on compensation for Elda at the Conference Board Meeting.
- Happy hour and hors d'oeuvres with CSOTTE Board in Presidential Suite will begin on Sunday evening of the conference after the keynote between 7:15 and 7:30. Light hors d'oeuvres and wine will be served.
- Vendor report – 240Tutoring, Certify Teacher, W3IT have signed up to be vendors at the conference. Jane has not heard back from TK-20
- Sponsor report – ETS - \$12,000.00; 240Tutoring purchased the bags for conference attendees; TaskStream is not coming to the conference, but is supplying pens for the bags; Certify Teachers - \$1,200.00.
- Evaluation – TDFE will need to review the evaluation form and add a couple of questions that address the new website, technology, and QR code.
- Registration – Susan Allen reported that the registration table is covered by TACA volunteers during the conference.
- Door prizes – Jane has a template that she can have ready for TACO to handout as free conference registrations for the door prizes.
- Following the first General Session on Monday morning, there will be a reception held in the Presidential Suite during which a conversation with the keynote will occur. Past presidents of CSOTTE, legislators, and Rick Colors will be invited to attend.
- The conference rate at the hotel has been extended to September 27<sup>th</sup>.

#### Other

Grant Simpson will facilitate the TEA presentation at the conference. There will not be microphones in the audience. Jane and Brian will send out an email prior to the conference to solicit questions for the presenters of this session.

Future Conference Planning - John Miazga will decide on the conference theme for next year. The 2013 conference will be in San Antonio at the Omni Colonnade.

2014 Conference – Jane will look into venue options in both Austin and DFW areas.

#### 2012 – 2013 Board Meetings

Friday, February 8, 2013, from 9:30 – 3:00; location - TBA

April 19, 2013; from 9:30 – 3:00; location - TBA

May 21 and 22, 2013 at the Port Royal in Port Aransas, TX

Friday, September 20, 2013, from 9:30 – 3:00; location – TBA

The meeting was adjourned by President Brian Miller at 2:15.