



CSOTTE Board Meeting
Sunday, October 22, 2017
Corpus Christi Omni
10:00 am – 12:45 pm; Laguna Madre

Introductions / Welcome

Marlene Zipperlen called the meeting to order at 10:00am Members present included Glenda Ballard, Board Advisor, TACTE; Anna Bergstrom, TACO President; Donna Brasher, TCTCT President; Eric Brown, TACA Vice President; Gayle Butaud, CSOTTE Executive Secretary, TDFE President; Wanda Dyess, TCTCT President-Elect; Veronica Estrada, TxATE Vice President; Ginny Fender, TACTE Executive Director; Elda Martinez, TxEP Co-Editor, Christine Pruitt, TACO President-Elect; John Sargent, CSOTTE Chair-Elect, EDICUT Past President; Debby Shulsky, TxATE President; Denise Staudt, TACTE President; Tim Sutton, TDFE President-Elect; Lidia Zatopek, Board Treasure, TACA President; Marlene Zipperlen, CSOTTE Chair, TxATE, EDICUT Past President

Minutes, September Planning Meeting

Denise Staudt made a motion to accept the minutes as written, a second was made by Donna Brasher. All approved.

Financial Report

Account Summaries, as of September 30, 2017

	September Balance
Checking xxxxx4115	
Previous Balance	133,298.99
Total Deposits	18,728.28
Total Withdrawals	2006.16
Bank Balance	150,021.11
Market Rate Savings xxxxxx9569	
Balance	
Previous Balance	\$21,173.27
Interest Earned	.52
Current Balance	21,173.79
Total Assets	\$171,194.90
Assets 2016-17	134,416.32
Assets 2015-16	111,696.62
Assets 2014-15	114,122.49
Assets 2013-14	112,800.74

Lydia Zatopek previously reviewed the financial report. Pam reported that money was spent to update security with the website and individual emails off to reduce spam. Glenda Ballard made a motion to accept the financial report as reviewed by Lydia Zatopek. A second was made by Anna Bergstrom. All approved.

<p>TACCTEP request for CSOTTE membership from Lisa Hill, Lone Star College postponed until February meeting</p>	<p>Pam Tipton reported that Lisa Hill, Lone Star College, stated the TACCTEP documents requested for CSOTTE membership by the board are not ready and asked that the request for membership be put on hold until February.</p>
<p>Conference Details 2018 – Name badges and Event Bags General Sessions- see General Session Description in Program Awards schedule and procedures Quest for Quality update Exemplary Faculty Practice Exemplary School Partnership: TWU’s Integrated Collaborative Program TEA speakers = set up and introductions Breakout Session facilitator assignment/procedures (page 11) Registration Desk Schedule (page 11) Vendors / Sponsors Report – Pam (page 13) ETS: Platinum Level (\$12,000) Certify Teacher: Silver Level (\$7,000) Vendors: 240 Tutoring, AVID, SIBME Total Vendor/Sponsor support: \$20,500 Evaluation– to be sent electronically upon attendee’s return Door prize winner from 2016: Carol McGaughey (not attending) Anticipated conference financial summary/comparison (page 14) Conference website (www.csotteconference.com) – Elda Martinez Other?</p>	<p>Registration table location was discussed. Name badges will be at the registration table and event bags will be provided by Corpus Chamber of Commerce.</p> <p>The dinner was postponed from 5:30 to 6:30pm because rooms would not be ready until 5:00pm or later. During the dinner, a slide show will be presented featuring different programs that submitted a slide show with instrumental background.</p> <p>A welcome and introduction of the board from the President. Introduce the Quest for Quality Award Winner from TCU 2016. Conference sponsors and vendors will be thanked. An additional vendor TK20/Taskstream/LiveText combined.</p> <p>Project Give Back will be introduced and explained.</p> <p>TDFE, TACA, TACTE, TxATE Booker Award, Quest for Quality Exemplary School Partnership Award, and Quest for Quality Exemplary Faculty Practice Award schedule, recipients, and procedures were discussed.</p> <p>Friend of Education Award to Charles Butt will be accepted by Cody Huey, the Director for Leadership Development for Raise Your Hand for Texas.</p> <p>No keynote speaker on Monday which works out well. Monday morning TEA State of the State session with Martin</p>

Winchester, Tam Jones, and Tim Miller will present. Tim Miller was concerned and wanted input from our group so at the stakeholder meeting Tuesday afternoon Grace Woo and Jessica McGlaughlin after Deborah Ball's keynote.

Let's Do Lunch which came from evaluations was discussed.

A special reception Monday evening sponsored by ETS, reminder to visit Emerging Scholars poster sessions.

Project Give Back procedures and raffle was discussed.

Tuesday consist of early ETS presentation, breakout, Deborah Ball, keynote with brunch, Project Give Back with Aransas County superintendent and two principals to accept, vendor presentations, reminder to complete the evaluations, and the TEA stakeholder meeting.

Breakout sessions and facilitators assignments and procedures were reviewed.

Registration Desk schedule assignments were reviewed.

A conference registration will be awarded to a randomly drawn participant that completed a conference evaluation.

The number of registrants for 2017 conference is estimated 356 at this time. It is low but not as low as anticipated because of the Corpus location.

Elda Martinez reported the eprogram, the twitter hashtag (csotte2017), wifi, and that pictures for next year conference awards dinner should be taken and sent to

	Pam Tipton.
2018-2019 Nominating Committee Appointment	Marlene asked if Glenda Ballard, past CSOTTE Chair would serve as Chair of Nominating committee. Glenda Ballard asked for volunteers for the nominating committee. John Sargent and Ginny Fender volunteered. A slate of nominations, Chair-Elect, secretary, and treasurer, will be presented at the February board meeting. The new officers will take office at the May board meeting.
TxEP update	Elda Martinez reported that Amanda Rudolph will be stepping off, Elda Martinez continue, Debby Shulsky will come from assistant to associate. A call for another editor will be announced with qualification expected at the Let's Do Lunch TxEP session. Anyone interested should be an active member of a CSOTTE organization. Applications are being sought for the editorial team for Texas Educator Preparation Journal. The requirements and expectations should clearly outline in the CSOTTE by-laws and will be discussed at the February meeting.
SBE / TEA / ePAC updates	Glenda Ballard attended and presented information discussed.
<p>Future Conference Planning</p> <p>2018: October 20-22, 2018 – Omni San Antonio at the Colonnade</p> <ul style="list-style-type: none"> • Food and Beverage minimum \$25,000; • Rooms at prevailing government rates (will increase); • Room block: 30/250/220 = 500, Guarantee 90% (450 rooms); • Complimentary 2-bedroom suite and 1 room free for every 50 rooms booked. 	<p>The board was reminded by Pam Tipton that the Omni is naturally more expensive endeavor because Embassy Suites has the evening reception and breakfast in the morning provided.</p> <p>The negotiations are still in process for the May board retreat in Port Royal, Port Aransas because of the devastation left by Hurricane Harvey.</p>
Goodbye and best wishes to Diana Everett, retiring in December	Diana Everett was not present, a card of congratulations was sent around for signatures.
2017-2018 Board Meetings	The future CSOTTE board meetings were discussed.

<p>February 23, 2018 – TAHPERD Office, Austin</p> <p>April, 2018 – TBD TAHPERD Office, Austin (only if needed)</p> <p>May 22-23, 2018, noon to noon – Board Retreat, Port Royal Resort, Port Aransas</p> <p>May 21-22, 2019, noon to noon – Board Retreat, Port Royal Resort, Port Aransas</p>	
<p>Future Conferences</p> <p>2018: October 21-23, 2018: San Antonio Omni Colonnade</p> <p>2019: October 27-29, 2019: Embassy Suites Dallas-Frisco</p> <p>2020: October 18-22, 2020: Embassy Suites San Marcos</p>	<p>The future CSOTTE conference locations were discussed.</p>
<p>Other?</p>	<p>Future discussions include by-laws in reference to TxEP, CSOTTE officers, conference 2017 reviewed, google storage and gmails, and the request from TACCTEP, and the registration online. RegOnline will no longer be available as they are merging with Cvent and now exploring the cost and moving to Cvent.</p>
	<p>Marlene asked for a motion for adjournment, Denise Staudt made a motion and Lydia Zatopek seconded, all approved. The meeting was adjourned at 11:45am.</p>

Minutes respectfully submitted by Gayle L. Butaud 11/20/2017