



CSOTTE Board Retreat
Port Royal Ocean Resort
Port Aransas, Texas
12:30-5:00pm, Tuesday, May 19, 2015
9:00am-Noon, Wednesday, May 20,
2015

Minutes

1. Call to Order

The meeting was called to order by Chair-Elect, Grant Simpson at 12:58 PM. Present were: Shari Albright (TACTE), Glenda Ballard (TACTE), Ginny Fender (TACTE), Krystal Goree (TDFE), Michael Kusler (TCTCT), Sara Langford (TDFE), John Miazga (ADVISOR), Sandra Parnell (TACO), Zach Rozell (TACA), Grant Simpson (Chair-Elect), Kathleen Snyder (TACO), Denise Staudt (TxATE), Pam Tipton (Executive Secretary), Jim Todd (EDICUT), Daniella Varela (TACO), Kathleen Vinger (Secretary), Lidia Zatopek (TACA), and Marlene Zipperlen (TxATE). Elda Martinez was also present to share information about the CSOTTE website. Denise presented information about the summer conference in Austin on June 1 and 2.

2. Minutes of March Meeting

The minutes from the March 2015 Board Meeting were presented. There being no corrections or additions, Marlene moved to approve. Lidia seconded the motion and the minutes were approved.

3. Financial Report

Pam presented the current financial report. The total income to date was \$117,337.93; total expenses were \$104,567.50. The April asset balances totaled \$79,717.29, up \$11,832.80 from April 2014 and up \$53,040.43 from April 2013. Daniella moved and Kathleen Vinger seconded the motion to approve the report. The motion passed. The report will be filed for audit. The proposed 2015-2016 budget was presented for information only. Organizational dues have been paid by TACA, TACO, TACTE, TAHPERD, TCTCT and TDFE. EDICUT and TxATE were reminded to send their checks.

Pam presented information of the retreat financials, stating the cost for the

retreat was \$2211, or approximately \$110 for each board member, but the registration cost remained at \$65 per person. She questioned whether or not we wanted to consider raising the retreat fee. Krystal recommended that we do so. John moved that the executive board discuss the matter and present their recommendations. The motion was seconded by Marlene and approved by the board.

Pam asked for volunteers for the Financial Audit Committee to review the finances. Zack, Lidia, and Kathleen Vinger volunteered.

4. **CSOTTE Website**

Elda explained that the CSOTTE.com website links to the conference website; archived conference information resides on the CSOTTE website. The graphic on the conference site was discussed and Elda was asked if she could amend/change it. She said she would look into it. She walked the board through various pages on the website. It was decided that Grant will have his picture and letter on the homepage.

Organizations were asked to review the awards and send the information on future awards to Elda. Grant suggested adding a video clip about the presentations to the website. Elda will be sent a link so she can insert the video clip. She discussed making the website accessible to smartphones and tablets and the difficulty of formatting information so it is visually appealing. There are companies that develop apps if we wish to go that way. Grant said that St. Edwards's is using a smartphone app for their website and he will send the information to Elda. Elda pointed out that handouts are usually available on the pages referencing the breakout sessions. As to breakout sessions, the number of proposals accepted depends on the number of rooms available. Pam reported that 9 rooms were available for each of the 6 sessions, for a total of 54 possible presentations. She pointed out that more rooms are possible and the rooms are all very large.

The Quest for Quality page on our website was discussed. Pam said she had talked to Kay, our website designer, about the Quest for Quality site in the past and had asked for quote to design the page for our website. She requested that it be similar to the CREATE page. Kay can produce the page as an organizational link for \$80 – \$120. Discussion followed about what to include on the Quest for Quality page. The board wants it to continue to be a repository of best practices as demonstrated by award recipients. Marlene suggested having a link that can be downloaded. If a

recipient chooses to present at CSOTTE, a proposal would be required and, if accepted, their information would be archived with all other presentations. Denise said she could not find the partnership criteria so she will not be ready to disseminate the information at the June meeting. Grant offered to send her the information. Student teacher and intern teachers who were selected for the Quest for Quality award and featured on the Quest for Quality page would be those nominated but not necessarily CSOTTE conference winners. Marlene moved that we move forward to create the Quest for Quality page on our website. Sandra seconded the motion and it was approved.

Member organizations were reminded to send changes for the website to Pam.

5. **2014 Conference Report**

Pam gave the final report for the 2014 conference. The total Income from the conference was \$90,525; total expenses were \$92,511. The cost per full faculty was \$300; when offset by sponsor fees, the cost was \$233. Proposed expenses for the 2015 conference are projected to be \$63,802, which would be \$220 per full faculty cost, or \$173 with sponsorships factored in.

Grant suggested that the board refer to the March minutes for the conference evaluations and comments.

6. **SBEC Update**

Grant gave an SBEC update. TAC 227, 228, and 229 will not be action items at the June meeting because of numerous pending bills in the legislature that relate to these chapters. The board will wait for legislative action. The GPA issue continues to be a hot item. He reiterated that the board lawyer is aggressively looking at cases that have already been settled, thus tying up the board in executive session. The proposed annual EPP fee structure is now more reasonable. The complaint process format is still under consideration with an implementation date to be determined. Discussions of definitions and suggestions for intern observations include the number and timing of the observations. TEA received good responses from programs regarding field supervisors' certifications. ETS reported that the pass rate for the Core exams was very low and included huge gaps in ethnicity. Grant will ask further questions of ETS at the June SBEC meeting. ETS is looking at several options for the exams: lowering standards or extending

the timeline for the current Generalist exams to be counted for certification. It is suggested that Core re-testers register for the entire test but take only the portions that were failed in order to test again for free. ETS was selected as the new vendor for the STAAR exams and it looks like Rick Cullors will be moved from TExES exams to STARR. Rick did say that he wanted programs to give him a list of students who have failed a Core exam multiple times so ETS can provide free tutoring for them.

7. **2015 Conference Planning**

Grant reported that he had visited the site for the 2015 conference, the Embassy Suites in Frisco, and that it was a lovely facility with huge, well-appointed rooms. There will be many things for conference attendees to do in the area. He reflected that the conference theme, *Taking Charge of Our Future: The Time is Now*, is very timely in light of the teleconferenced information presented by Linda Darling-Hamond at the TACTE meeting earlier in the day. Grant reported on the program and district teambuilding within the Central Texas Initiative, which also relates to the conference theme. The central Texas group has developed an ELL initiative that includes a rubric to identify “bright spots” of exemplary schools and areas for further improvement. They hope to develop a pipeline to recruit prospective teacher candidates. Ready-Set-Teach was discussed.

The speakers were discussed. The keynote speaker, Grant Simpson III will talk about project-based learning. He said creating flipped classrooms and project-based learning is the hardest work he has ever done, but it has also been the most rewarding. General Session II on Monday will feature Dr. A. Lin Goodwin, who will speak on diverse populations and the lessons learned from Singapore’s teacher preparation.

Pam reported that ETS has already committed to a \$12,000 Platinum sponsorship. Of last year’s vendors, the response has been very light with only Solution Tree and TK20 pledging \$500 each for bag inserts, for a total of \$16,500 pledged to date. Krystal, Sara, and Daniella volunteered to select event bags for the conference, as there is no \$5000 bag sponsor. Jim suggested that we contact Raise Your Hand Texas for a possible sponsorship. Grant said he would contact them and get back to Pam.

The door prize will again be free conference registration for the following year and will follow the same guidelines as those used for the 2014 conference.

Volunteers to help with the registration desk will sign up in September or October at the board meeting.

Pam recommended that the Early Bird price be reduced by \$25 (ending 9/24/15) because expenses will be down in Frisco. Ginny moved that the Early Bird price be \$225. Kathleen Snyder seconded and the motion passed. The standard price will be \$275 and will be in effect from 9/25 to 10/24/15. The late/onsite price will be \$325 and will start on 10/25/15.

Marlene reported that she is waiting for the onslaught of proposals. Pam will forward the Call for Proposals to board members to disseminate to the various organizations. ETS wants to do a presentation this year; the topic may be the ethics exam or a new performance-based assessment that ties to research by Deborah Ball and Raise Your Hand Texas.

Changes were made to the Sunday schedule: The TACO board meeting will be from 1 – 1:30 in Frisco 1 and the times for the TACA meeting will be from 3 – 3:45. Three roundtables (seating 10 each) will be available at all time slots for participants to discuss topics relevant to the conference theme. Information about the roundtable discussions will be highlighted at the general sessions. Pam again pointed out that we have access to additional rooms for breakout sessions if they are needed.

Michael, Kathleen Snyder, and Glenda agreed to serve on a committee to select menus from a master document provided by Pam. Breakfast will be provided free of charge for guests not staying at the hotel and will bill CSOTTE for the additional breakfasts. A discussion ensued about the Tuesday brunch, but it was decided to continue as we had in the past as it is an expected part of the conference.

Very heated feedback had been received about the entertainment at the awards luncheon. The board decided to determine whether to continue with the entertainment or not, although it seemed unlikely.

Regarding the conference evaluations, the consensus was that the questions seem to be addressing what we really want to know. For the breakout session feedback, it was suggested to offer the option “did not attend.” It was also suggested that the vendors be surveyed about their satisfaction with the location allotted them, the amount of traffic they received, etc.

It was decided to keep Vendor Bingo. The question about whether or not to

have non-education vendors arose. It was suggested that if we do have them, they might donate door-prizes. Glenda moved that we allow retail vendors; Jim seconded the motion. Discussion followed. It was suggested that the number of possible vendors was limited by the possible spaces available and by those willing to pay \$500 for a booth. The motion passed with one abstention.

The procedures for award presentations were discussed. Both Zack and Krystal agreed that awardees would submit a videotape of their acceptance to limit time. The awardees will still come up on stage to receive their check. Pam requested that she be informed of the award recipients.

Because of the poor sound quality of the audio-video equipment in the general sessions, board members are urged to check the sound in all areas of the room and report any problems. For breakout sessions, each room will have a screen and skirted table. Wi-fi will be free in all conference rooms but non Hilton Honors guests will be charged \$9.95 per day.

A request was made that all TEA questions be listed on the website. Grant suggested that each organization compile their own questions and submit only the 3-5 most important.

8. Quest for Quality Awards Update

Glenda requested the Exemplary Faculty Practices application be post on the website. She said the form is self-explanatory so it should not be a problem. May 25 is the tentative deadline but it may be extended an extra week if there are very few applicants. Currently there are only two applications. She has three people who have agreed to serve on the selection panel. Furthermore, she said the TACTE and EDICUT will rotate being in charge of this award every other year.

The Exemplary School Partnerships sponsored by TxATE may or may not be awarded this year.

Krystal and Zach reported that The Exceptional Teacher Candidates award standards will be used to determine which applicants will be selected to win the TDFE and TACA awards and which will be honored for the Quest for Quality awards.

Pam said she needed a definition of the three Quest for Quality awards, the application process, and the winners by August 1.

9. **Educational aide Exemption Funding**

Grant explained that CSOTTE was being asked to support this again so it funding can be re-established. We may want to write a letter and offer suggestions. Discussion followed, mainly around the question of waiving student teaching. We seem to not have consensus on this issue; it was decided that individual board members may want to write letters themselves.

10. **CSOTTE Board Meeting Schedule for 2015 - 2016**

- a. September 18, 2015 – TAHPERD Office, Austin
- b. October 25, 2015 10:00 a.m. – 1:00 p.m. Frisco Embassy Suites Indian Trail (2nd floor, hotel). Please come early to stuff bags in the conference center - Rock Hill room.
- c. March 4, 2016 – TBD TAHPERD Office, Austin
- d. April, 2016 – TBD TAHPERD Office, Austin (only if needed?)
- e. May 15 or 22, 2016 – Board Retreat after TACTE (date will be forthcoming).

11. **Adjourn For The Day**

Marlene moved and Denise seconded that the meeting adjourn for the day. The motion passed and the meeting was adjourned at 4:42 PM.

12. **Call to Order**

The meeting was called to order by Grant on Wednesday, May 20 at 9:20 AM. Jean Hubbartt was in attendance in addition to other attendees from the previous day, with the exception of Daniella Varela, who had to leave.

13. **Future Conferences**

2016: October 16-18, 2016: Austin: Embassy Suites San Marcos

2017: October 21-23, 2017: Corpus Christi Omni

2018: The board discussed waiting to see how the Embassy Suites in San Marcos works out as an Austin alternative. It was pointed out that San Antonio has been very successful in the past. Glenda suggested waiting on a decision until after the 2015 conference at the Embassy Suites. Glenda moved and Marlene seconded that the

2018 conference be in San Antonio and that Pam should look at various venues for consideration. Motion passed.

14. **Audit Committee**

Zach reported that all materials presented were meticulously maintained and that the committee had signed off on the audit.

15. **Other Business**

Kathleen Snyder reported on the menus for the conference. Prices ranged from \$43 to \$49 per plate. Krystal reported that they found 3 bags within the \$2.60 range. Discussion about the bags ensued and the decision was made to go with the backpack version for \$0.88 each. However, if Krystal gets a sponsor, they can select a more expensive bag.

16. **Recognition of Outgoing Board Members and Chair**

Eight outgoing board members were recognized with an etched glass candy/paperclip boxes. Outgoing members included Bob Bergin (in absentia), Krystal Goree, Jean Hubbartt, John Miazga, Sandra Parnell, Denise Staudt, Jim Todd, and Kathleen Vinger. Outgoing Chair, Amanda Rudolph, will be recognized at the September meeting.

17. **Adjournment**

There being no further business, the meeting was adjourned at 9:45 AM.