



**FATE Board Meeting Minutes**  
**Saturday, May 14, 2011**  
**Carillon Hilton, St. Petersburg, FL**

<b>Officers</b>		
Jane Govoni	President	Present
Sophie Paul	President Elect	Present
Valerie Wright	Secretary	Present
Ray Roberts	Treasurer	Present
Kathleen Lazarus	Past President	Absent
<b>At-Large Directors</b>		
Natalia "Naty" DuBois	PK-12	Absent
Terrie Sypolt	College & University	Absent
Susan Caldwell	State/Community College	Present
Stephen McPherson	Business	Present
Prisca Rodriguez	Graduate Student	Absent
<b>Region Directors</b>		
Donna Boles	Panhandle PK-12	Absent
Isiah Brown	Panhandle C & U	Present
Jacki Cinotti-Dirmann	Crown PK-12	Present
Madalina Tanase	Crown C & U	Present
Renee E. Bleczynski	East Central PK-12	Present
Susan Wegmann	East Central C & U	Absent
Jillian "Jill" Kornick	West Central PK-12	Absent
Marie Byrd-Blake	West Central C & U	Present
Susan Hildenbrand	South PK-12	Absent
Ann Musgrove	South C & U	Absent
<b>Ex-Officio Members</b>		
Jeffrey Kaplan	Editor, Journal	Present
Shelli Barton	Editor, Newsletter	Absent

**Welcome and Introductions**

**Jane Govoni, President**

- Jane shared awards from the spring ATE Conference – Sikula Distinguished Unit Award for Excellence in Program/Services, the Florida ATE Unit Award and \$100.00. We will display all our past and present awards at our annual conference in the fall
- Jane provided a copy of the Dept. of State Corporation filing for our non-profit status that Ray Roberts, treasurer filed for the association
- Overview of the agenda for the day
- Members broke out into Standing and Ad Hoc Committee meetings:

Membership	Regional Directors
Awards	Marie Byrd-Blake, Chair
Fiscal Affairs	Ray Roberts, Chair
Communications & Publications	Valerie Wright, Chair

## BREAK

## OFFICERS & DIRECTORS' BOARD MEETING

### Approval of Minutes-Post-Conference Board Meeting

- Members voted to **APPROVE** minutes from the January 8, 2011 FATE Board Meeting

### Treasurer's Report

#### FATE Financial Report *Ray Roberts*

- YTD Balance is \$22,832.01
- Posted BUS \$5,942.44
- Posted MM \$16,069.57
- Recommends that we look at our reserve fund. What amount is reasonable to keep? Right now we have around \$16,000 sitting there. Do we want just \$10,000? Could use remaining monies for other expenses, such as scholarships. Will discuss more at the fall meeting

#### FATE 2011 Annual Conference Budget *Sophie Paul*

- Sophie passed out proposed conference budget
- Early bird registration is \$155 if received by August 30<sup>th</sup> (Option on PayPal will be taken off Aug. 31<sup>st</sup>)
- Walk up registration (after Aug. 30) is \$175
- 1 day registration is \$90 for Friday
- 1 day registration is \$115 for Saturday
- Retired is \$90
- Full time Student is \$90
- Lifetime Member is \$60
- Concerns about fee for students and their ability to afford attending. Board decided to charge students \$70 instead for entire conference and for 1 day attendance Friday \$50 and Saturday \$60 for students
- Will discuss more options for PayPal next meeting
- Name badges will need to be very specific – possibly color-coded to designate how they registered
- Draft budget is based on last year's numbers mostly
- Hope to have cost of programs donated
- Sometime during summer we will "meet" in some format (online skype, pizza at someone's house, etc.)
- Sophie will keep Board members apprised of changes to the final conference budget
- Motion: Approve the conference fee schedule as amended. **APPROVED**

## Committee Reports

### Finance & Audit

### Membership & Awards

- Marie reported about the 2 awards - Mary L. Collins and Franchon Funk Award
- Susan Wegmann will be asked to send out the application to all members to disseminate
- Board members will send out applications that will be due August 29, 2011. Recipients will be notified soon after
- The Mary L. Collins Award must be a practicing teacher
- Does the Mary L. Collins recipient have to be an ATE member? Current criteria state that they must be an ATE member. It was also discussed that Board members must be ATE members
- Board members decided to remove that piece of criteria for the Mary L. Collins Award – too limiting
- **Motion:** Amended to delete “particularly to ATE.” Add: nominator must be a FATE member. **APPROVED**
- Franchon Funk Awards - 4 recipients – must be preservice teachers. Winners are awarded \$500 dollars, a plaque and a one-year free membership and registration to the following year’s conference. Can they win if they graduate before the conference? Board members agreed that yes they could.
- Board commits \$500 and any other funds gathered through fundraising events can be added to it.
- Timeline is awkward – need a fluid deadline where we review in January so recipients would know earlier so they can put on their resumes. Jane said we would need to discuss further at a later date – would affect other areas such as budget issues. Tabled to be discussed in the fall or spring 2012.
- **Motion:** Add to Franchon Funk Award that the nominator must be a FATE member. **APPROVED**

### Nominations & Elections

- Jane presented information from Terrie S. Reviewed election results:

**Vice-President/President-Elect:** Madalina Tanase

**Secretary:** Valerie Wright

**At-Large Director, C & U:** Terrie Sypolt

**At-Large Director, Business:** Stephen McPherson

**Panhandle Director, C & U:** Isiah Brown

**Crown Director, PK-12:** Sharon Joca

**East Central Director, C & U:** Susan Wegmann

**West Central Director, PK-12:** Jill Kornick

**South Director, C & U:** Gloria Pelaez

- Donna Boles has stepped down, so we will be looking for a replacement for Panhandle PK-12. Madalina will need to step down from Crown C & U so Sophie will replace her with recommendations from Madalina prior to the Fall conference.

### **Regional Meetings Updates**

#### Panhandle *Isiah Brown*

- Reported on his symposium (handout included)
- Jane and Sophie both attended and shared what a success it was! Great signs and discussions!
- 86 people preregistered; Day 1 around 42 people attended and Day 2 around 50 people attended
- Attendance was hindered by cancellation of main speaker, FCAT testing, and other local events
- Raised over \$500 from the silent auction; remaining high-end items can be used at FATE fall conference and low-end items will be given to Goodwill
- Already planning 2012 Colloquium

#### East Central *Susan Wegmann*

- Jane reported for Susan W.
- Handouts were provided covering their Regional Meeting

- Topic: Stop Bullying: Create Safe Schools
- Held April 9, 2011

West Central *Marie Byrd-Blake*

- Upcoming regional meeting Saturday, June 11, 2011
- Topic: Florida Senate Bill 736: Student Success Act – teacher appraisal, contracts, student growth measurement, salary schedules and performance pay
- Sample flier handed out
- Plan on raffling a free conference registration for the fall
- Will include feedback forms to get attendees’ comments

Crown *Madalina Tanaese*

- Took place on April 16, 2011
- Topic: Teaching for Tomorrow: Fostering Excellence in Teaching & Learning
- 120 attendees
- Directed towards preservice teachers
- Used evaluation forms to obtain comments/suggestions for next year - too long, certificates for attendees, cut number of sessions to increase attendance, etc.
- University sponsorship - University o North Florida and Daytona State College
- Provided certificates for presenters

**Communications & Publications** *Valerie Wright, Chair*

**Communications** *Valerie Wright*

- Draft newsletter ready highlighting last year’s conference and to include information on this year’s conference – speakers and theme
- Highlight ATE Awards
- Emphasize up-coming conference – Sophie will send items to Shelli for the newsletter

**Publications** *Jeffrey Kaplan*

- Focuses on 3 areas: Research, Perspective and Voice
- Currently we have 8 manuscripts ready to be published (within a week or two)
- 4 manuscripts from university faculty and 4 from students
- Balance between in-state and out-of-state submissions
- Request to all Board members to solicit colleagues and students to send in manuscripts – emphasize that it is peer reviewed and therefore can be applied toward tenure/promotion attainment
- Suggested the Web Master be on the board as an ex officio, or create a Web Master liaison. Will discuss in the fall further.

**OLD BUSINESS**

Executive Director Position

- We have not had anyone in this position for the past year
- Position is appointed by Board
- 2 year position
- Interview in October at conference
- Do we want to have this position filled? Board agreed that this position needs to be filled.

- Motion: to pursue an appointed executive director and to include candidates in a preconference interview at a 8:30 a.m. meeting with the full Board of Directors at the preconference meeting. **APPROVED**
- Motion: to begin an honorarium for the Executive Director at \$2400. Amended to \$1500 after discussion. **APPROVED**
- Draft advertisement/application will be shared by Jane with Board members for comments and revisions

#### South Regional Representation

- Need replacement for Susan Hildebrand
- Lisa Helfrich has expressed an interest in representing the South Regional PK-12
- Jane will email the board after talking with Lisa

#### Approved By-Laws

- New bylaws were handed out
- Approved April 1, 2011

#### ATE Awards

- Shared awards we received
- Sikula Distinguished Unit Award for Excellence in Program/Services, the Florida ATE Unit Award and \$100.00.

#### FATE Website

- Currently pay our Web Master \$50 a month
- Some months require more work for this person – should we increase the pay for this position?
- Ray suggests working through PayPal first and see how it goes and then ask what compensation he feels is appropriate
- Will leave it at \$50 for now and revisit in the fall after the conference (get an idea of how much time and work went into the PayPal process, etc.)

### **NEW BUSINESS**

#### Treasurer Position opening

- Ray is stepping down in the fall (will assist replacement in taking over responsibilities)
- Ray was roundly praised for his work the past two years
- Board members will assist with finding a replacement
- Interested members may call Ray to ask questions about the position
- Suggestion to consider consolidating Executive Director and Treasurer position; current bylaws would need to be changed to do this.
  - Ray responded to this suggestion: “I see a problem with this concept since the Treasurer is an elected/voting member of the Board while the Executive Director is an appointed/non-voting member (which I might add is probably prudent to retain that way now that the position will be paid an honorarium, i.e. the Executive Director works for the President/Board). Given the tasks and responsibilities, I personally cannot envision the Executive Director having voting rights or the Treasurer not, so under the current concept and By Laws, the two positions seem distinctly different.”
- A more in-depth discussion on this issue will take place in the fall
- Each Board member will suggest two names for this position and send to Sophie by July 15<sup>th</sup>

### Delegates to ATE Summer Conference –Pennsylvania

- No funds from FATE to attend
- August 5-9, 2011

### Retirees-interest on serving on Board

- Jane and Sophie were approached about having a retiree on the board at last year's conference
- Bylaws would have to be revised
- Board Member Emeritus or Ex Officio
- Tabled until the fall – Jane becomes Past-President will pursue this matter and bring to the Board at a later date

### **LUNCH**

### **Conference Planning Meeting** *Sophie Paul*

- Stephen is working on sponsors, such as Apple, looking at people who donated last year, suggesting specific items to request help with (name tags, program, etc.)
  - Send Stephen any names you can as possible sponsors
  - Can we get someone to donate A/V equipment or cost?
  - Airline to donate a ticket for an attendee?
  - Ask someone to donate toward cost of banquet or luncheon
  - Focusing in on website advertisement and in the program (creation of sheet letting perspective sponsors to “see your name here”)
- Reviewed sample conference program overview
  - Sophie will get in touch with Board members about getting students for the Student Showcase via email
  - Possibly incorporate the “Scavenger Hunt” approach used at ATE to encourage participants to visit with vendors, or in our case, student showcase participants. If participants visit each student's presentation, then they can be in the prize drawing
  - Martini Potato bar idea was shared for light refreshments on Friday
  - Jane will send Sophie the electronic file of neighboring restaurants – need meeting spots to ride together
  - Breakfast for everyone, not just newcomers – retirees serve as hosts
  - Include brief descriptions of what a “paper” and “roundtable” presentation entails on the proposal form
  - Tables must be numbered for the Roundtable Presentation
  - New addition to the proposal form – taken from ATE. Let's presenters know that only those presenters that pre-register for the conference will be in the conference program.
  - We will post-load conference handouts, materials for presenters to share with attendees after the conference
  - Add checklist of who the intended audience will be for each proposal: K-12 teachers, K-12 Administrators, Teacher Educators, Pre-service Teachers, Novice Teachers (1-3 years), College Administrators, Community, and All
  - Proposals due July 8<sup>th</sup>, notified by Aug. 1<sup>st</sup> of acceptance
  - Need message posting board
  - Notify participants of cancellations
  - Define who is the problem solver, provide names and phone numbers; runners; highlight with badgers
  - Registration table will need to be well organized and structured
  - Sophie will communicate any other revisions/ideas via email

### **Meeting Adjourned at 3:30pm**

Respectfully submitted,

*Valerie Wright, Secretary, 2009-2011*