

# MINUTES

## **Council of State Science Supervisors**

## **Board Meeting**

**March 11, 2014**

**Board Members in Attendance:** Juan Carlos Aguilar (GA), Matt Krehbiel (KS), Ellen Ebert (WA), Sean Elkins (KY), CJ Evans (MO), and Linda Jordan (TN)

**Board Minutes:** The Board approved the February CSSS Board minutes online.

**Executive Secretary Report** – Linda reported that the New England Aquarium has been confirmed as the site for the Monday evening reception and dinner at the annual conference in Boston. She is finalizing the agenda for that event. There is currently funding for 60 people to attend this session. These slots will be made available in a survey that goes out to the membership later this week. Priority will be given to CSSS members in the order that they register.

The Board discussed the use of the NSTA regional conference meeting rooms. As an affiliate member of NSTA, CSSS has meeting space available at each of these regional conferences. The CSSS state members from the states where the conferences are occurring (CA, VA, and FL) will be contacted at the CSSS conference in Boston to see if they are interested in using the space and then the invitation will be extended to surrounding states if the host state does not plan to use the meeting space.

### **Treasurer's Report –**

CJ reported that NSF still has not reported on the status of the PAEMST contract with Booz-Allen Hamilton. Linda noted that a contract was expected by the end of February. Juan-Carlos will be contacting Booz-Allen Hamilton and NSF to inquire about the status of the contract and express the need for this to be completed.

CJ reported that 72 people (not including Board members) have registered for the conference. She noted that some people may not have noticed that the dues and conference registration are separate this year as some people have paid for registration, but not dues. It was decided to follow up with people who have registered without paying dues to make sure that they were aware that they had not paid dues and to encourage them to do so.

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## New Business

BCSSE Meeting - Juan Carlos is continuing to assist in the organization of a small-scale BCSSE meeting. The organizing committee is still finalizing the agenda for this meeting. The finalized dates for the meeting are June 20 and 21, 2014. Funding will be available for science coordinators from each state to attend the meeting and state team members can also attend, but will need to pay a registration fee (not yet determined) and cover transportation. The organizing committee has not yet identified the location of the meeting.

Conference – The conference agenda was finalized and will be sent out to the membership this week.

The newest agenda includes an opportunity for up to ten CSSS members to visit Boston science classrooms and observe instruction focused on argumentation, which has been a focus for the district. Jake Foster was able to get the permission and organization set up through Boston Public Schools. Matt will send out an e-mail with a survey to sign up for this opportunity combined with the agenda and the sign-up for the Monday evening reception and dinner. The Board discussed the logistics of transporting CSSS members to and from the school sites and wanting to provide this opportunity without taking too many people away from committee work.

Juan-Carlos made a motion to authorize a portion of the money that had been previously authorized to support travel for presenters to the conference (\$2400 was authorized in January, but only \$600 was needed) to be used to secure transportation for up to 10 CSSS members to and from Boston area schools. Sean seconded the motion and it passed unanimously.

Linda reported that there will be wifi available from the hotel in the meeting rooms without additional cost. Matt reported that Jake Foster (MA) and Katie Bowler (MA) are able to provide five projectors for use in the CSSS meeting rooms. The Board discussed other A/V issues related to the conference and decided to request screens and carts for the projectors in four rooms on Monday and Tuesday and in five rooms on Wednesday. It was also decided to have one lapel microphone and one handheld microphone in the main meeting room. Linda also clarified that meal sponsors are expected to make their own arrangements for A/V if they plan on using anything in the meal room.

Several spouses of CSSS members have requested to be a part of some sessions and meals at the conference. To accommodate this possibility, the Board decided to charge spouses interested in being a part of the conference a discounted registration

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fee of \$125. This would entitle a spouse to participate in all meetings except that annual business meeting and would entitle them to join for breakfast and lunch.

SurveyMonkey--The Board has a current SurveyMonkey subscription that has been used for CS3 surveys and evaluations from conferences. The Board discussed how the account is currently being used. This discussion was tabled until next month when potential future uses and alternative options will be discussed.

Juan Carlos made a motion to move to Executive Session. The motion was seconded by Matt and passed unanimously.

Juan Carlos made a motion to move to out of Executive Session. The motion was seconded by Matt and passed unanimously.

Sean made a motion to accept the request for Nicole Paulson to be a CSSS affiliate member. Juan-Carlos seconded the motion and it passed unanimously.

Matt made a motion to adjourn the meeting at 7:21 PM CDT. The motion was seconded by Sean and passed unanimously.

Respectfully submitted,

Matt Krehbiel  
3<sup>rd</sup> Year Director, CSSS

Minutes from the CSSS Board meetings are available on the CSSS website  
<http://www.csss-science.org/boardmeetings.shtml>

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