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Council of State Science Supervisors

Board Meeting

August 2, 2014

Board Members in Attendance: Juan Carlos Aguilar (GA), Anita Bernhardt (ME), Ellen Ebert (WA), Sean Elkins (KY), JC Evans (MO), Linda Jordan (TN), Matt Krehbiel (KS), and Sam Shaw (SD).

Minutes for the July 8, 2014 meeting were accepted online.

Executive Secretary's Report

- **NSTA National and Regional Conferences for 2016** – Linda continues to negotiate with the Hotel Hutton. The current contract proposal reserves 50 rooms for the conference and requires CSSS to guarantee 136 room nights from Sunday through Wednesday night. Since the room rate is \$199 and the government rate is \$122. Linda will try to negotiate a contract for 30 rooms for CSSS for Sunday through Tuesday with a reduced number of guaranteed rooms.
- **NSTA National and Regional Conferences for 2015** - Linda is working on sponsorships for the Chicago Conference including a Monday evening event.
- **PAEMST Update** – NSF is proposing changes to the PAEMST awards. The proposed changes would give the PAEMST award annually to 108 K-12 STEM educators. The application process will include two steps. The first step will identify three state finalists and will include an initial video and short narrative and will be followed by the state finalist completing an additional narrative. The proposed changes include opening the application window earlier and closing it earlier and the process includes teacher-mentor support using PAEMST alumni. At this time it is unclear if or how these proposed changes would impact the state operating budgets. The PAEMST program coordinators will discuss these proposals during town hall meeting webinars on August 18, 19, 20, 21 and 22. Registration information for the webinars can be found at https://docs.google.com/forms/d/1EnZkZRfiJqSIRyBjqG6OiSCADFGEM3D6Pexej240yd8/viewform?usp=send_form

Treasurer's Update

- CJ provided a 2014 budget update Matt made a motion to authorize the transfer of up to \$5,000 from the money market account to create a \$35,000 CD that will

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mature in 2018. The motion was seconded by Ellen and passed unanimously. CJ anticipates a payment from Achieve soon.

- **Dues** - The Board discussed registration and membership fees for the conference. At the November 2014 CSSS Board meeting the Board voted to increase the dues in 2015-2015. Anita made a motion to raise the 2015-2016 dues by \$5 from \$40 to \$45. The motion was seconded by Matt and passed unanimously. Registration fees will remain the same. Registration fees paid in advanced for the 2015-2016 CSSS Conference will be \$165 for members and \$190 for non-members. Onsite registrations will be \$200 for members and \$225 for non-members. Overall combined cost for advance registration and dues will be \$210. This is a net increase of \$5 from 2014-2015.
- CSSS received its second PAEMST payment installment for the Presidential Awards at the end of July. CJ will request the third payment after August 15. PAEMST Coordinators are reminded to submit their final invoices. We anticipate a new contract for PAEMST with Booz-Allen in the fall.

Contracts – The Board discussed changes to the Executive Secretary’s position. The responsibilities for this position have changed and now include PAEMST responsibilities. Juan Carlos made a motion to change the title of the Executive Secretary position to Director of Operations and to change the responsibilities to include:

- Coordination of the PAEMST program;
- Coordination of the CSSS conference logistics and sponsorships with the Conference Committee; and
- Fundraising for targeted CSSS projects.

The motion was seconded by Matt and passed unanimously.

Sean made a motion to establish the base salary of the Director of Operations at \$600 monthly and to include payment of 5% of any fundraising that is secured and delivered for targeted CSSS projects. The motion was seconded by Ellen and passed unanimously.

CSSS Chicago Conference – Ellen shared a draft agenda for 2015 CSSS Conference in Chicago. The Board discussed the themes for the conference which will include:

- Partnerships
- Equity

The conference will also include the sharing of products from Multi-State Work Groups with the full membership and the collection of feedback.

BCSSE Project – There is no current funding for future BCSSE meetings. Juan Carlos proposed that the CSSS Board develop a white paper focused on policy development to use in fundraising efforts. Ellen will share The Role of Public Policy in K-12 Science Education by George DeBoer with Juan Carlos.

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CSSS Bylaws Review CSSS Policies and Procedures Review – The Board reviewed the Bylaws. The proposed changes will be reviewed by the Board at the September meeting and any substantive changes to the Bylaws will be brought to the CSSS membership at the 2015 Conference.

Juan Carlos made a motion to move to into executive session. The motion was seconded by Matt and passed unanimously.

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

Matt made a motion to award an honorary membership during the 2015 CSSS Conference. The motion was seconded by Juan Carlos and passed unanimously.

Matt made a motion to adjourn the meeting at 4:20 PM. The motion was seconded by Juan Carlos and passed unanimously.

Respectfully submitted,

Anita Bernhardt
Secretary, CSSS

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

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