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Council of State Science Supervisors

Board Meeting

August 3, 2013

Board Members in Attendance: Juan Carlos Aguilar (GA), Anita Bernhardt (ME), Ellen Ebert (WA), Peter McLaren (RI), CJ Evans (MO), Sean Elkins (KY), Linda Jordan (TN), Matt Krehbiel (KS).

Welcome –Juan Carlos Aguilar welcomed the Board to the annual meeting and described his two goals for CSSS during the upcoming year. The Board discussed the goals and agreed that: 1. CSSS will continue to provide resources for state science leaders that enhance daily work at the state level. 2. CSSS will maximize the capacity of the CSSS membership and identify and build leadership in ways that supports CSSS goals. To accomplish these goals CSSS will establish a variety of ad hoc committees and will provide guidelines for the work of those committees.

Ellen Ebert noted that work of science leaders in the United States has particular importance at this time.

July Board Minutes: The Board approved the July minutes online. During a trial period of three month Board will use the following protocol for review and approval of Board minutes. At the end of three months the Board will consider the adoption of the protocol.

1. The Secretary will prepare the minutes and send them out to the Board for their review. Board members will send corrections directly to the Secretary.
2. The Secretary will send revised minutes to the President
3. The President will send the minutes to the Board for approval.
4. The Board will strive to distribute minutes to membership within ten days of the board meeting.

Executive Secretary's Report -

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Linda Jordan reported on the regional NSTA meetings. Ellen Ebert will take responsibility for the Seattle, WA meeting. The WA meeting will include three strands:

1. Discussion about science initiatives at the state level;
2. Discussion with Washington state professional development providers regarding NGSS implementation; and
3. Discussion with informal educators about NGSS implementation.

Ragan Spain (NC) will take responsibility for the Charlotte, NC meeting. Joanna Bruno (CO) will take responsibility for the Denver, CO meeting. CSSS will request a one or two sentence synopsis each of the proposed meetings. Following the regional meetings CSSS will require that leads for the regional meeting submit a one-page summary. CSSS will post these summaries of the regional meetings on the CSSS website. The CSSS budget includes a budget allocation of \$300 per meeting.

Linda reported that several potential sponsors for the 2014 CSSS Annual Conference in Boston have contacted her. Linda will contact them and gather more information.

The CSSS Board discussed venues for the 2014 CSSS Annual Conference. The Association of State Specialists of Mathematics (ASSM) met in Boston recently. CJ will contact the ASSM leadership to find out the venue of that meeting. Linda will contact Jake Foster (MA) and Katie Bowler (MA) to discuss possible venues in Boston and she will scout conference locations when she is in MA in August.

The Board made a decision to maintain CSSS' status in the Central Contract Registration to maintain incorporation status.

CSSS Elections – As Past President, Peter McLaren will coordinate the 2014 CSSS elections. The Board will be seeking nominations for the positions of President Elect and First Year Director.

Treasurer's Report –

CJ Evans reported that the CSSS liability policies are paid through summer of 2014. CJ also reported on the Presidential Awards. In June CJ paid out \$37,000 and in July paid out \$28,500 in PAEMST payments. The PAEMST contract with ICF runs through September 2013. CJ is reluctant to pay any reimbursement requests past August without a finalized 2014 contract for PAEMST.

CJ has contacted all individuals with outstanding registration or reimbursement payments for the Pittsburgh, PA BCSSE meeting. In the next week CSSS expects to receive two checks from Achieve totaling approximately \$350,000. The payments from Achieve will be used to cover the outstanding BCSSE expenses including

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indirect expenses. The contract requires that CSSS return any of the \$350,000 in funding that is in excess of CSSS costs for BCSSE. The Board decided not to honor any BCSSE Pittsburgh reimbursement requests received past September 2013.

CJ reported on the CSSS finances. The 2013 CSSS Annual Conference ran approximately \$3,000 over budget. CSSS has \$15,130.98 remaining in the 2013 calendar year budget for CSSS operations. CJ will determine what is required for CSSS to obtain tax-exempt status.

Linda reported that CSSS has luggage tags remaining from the 2013 Conference. CJ reported that CSSS needs additional CSSS pins. Sean Elkins made a motion to allocate up to \$250 for the purchase of new CSSS pins. The motion was seconded by Peter and unanimously approved.

Contracts – Juan Carlos distributed copies of the Executive Secretary Contract and requested that the Board review the contract language and compensation levels. Juan Carlos will send the contracts electronically to the Board members. Board members will provide any input to Juan Carlos. The Board will consider revisions to the contract language and compensation levels at the October Board meeting. The Board will stagger the termination dates for the two contracts.

BCSSE Project – Juan Carlos will forward the final report for the BCSSE Pittsburgh, PA meeting. The Board discussed potential topics for future BCSSE meetings including teacher preparation, assessment and NGSS implementation. The Board agreed that Juan Carlos should seek the development of a white paper on teacher professional development. The white paper will serve as the basis of a grant proposal for the funding of a future BCSSE meeting. On behalf of CSSS, Juan Carlos will talk with CCSSO and Achieve about future collaborations and coordination of efforts related to NGSS. The Board identified organizations that may be interested in supporting CSSS efforts focused on teacher preparation in science and engineering education. Potential supporters may include the Association of Science Teacher Educators, NARST and the Society of College Science Teachers.

2014 CSSS Annual Conference, Boston

Matt Krehbiel led a discussion about the 2014 CSSS Annual Conference.

Matt made the following suggestions:

- The conference could provide time for face-to-face meeting time for ad hoc committees. Prior to and following the conference the ad hoc committees could use virtual tools like Google Hang Out. The development of ad hoc committees and these virtual meeting tools can increase the inclusion of the

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membership in CSSS work. Currently a small group including Matt and Anita Bernhardt is a group exploring virtual communication.

- The CSSS Board could focus the conference presentations around the NGSS shifts.

Juan Carlos suggested that where appropriate, the 2014 Conference breakout sessions could be led by individuals from related ad hoc committees.

The Board considered the possibility of 2014 Conference strands/speakers related to:

- Assessment - including ideas from the BOTA report
- Tools to implement high quality state science standards and lessons learned from the state science improvement efforts – including processes related to adoption/adaption of NGSS, tools for alignment of adoption materials to NGSS, and Race to the Top Resources
- Advancing best practices in science education – including instruction related to Common Core, instruction related to engineering, and tools that support understanding that the performance expectations are not a curriculum
- Equity and access in science education – including preparing all students for college and career readiness.

The Board agreed that the conference should also include presentations from organization/individuals such as NSTA's Jodi Peterson.

The Board discussed the importance of balancing the conference sessions among presentations, discussions, and the production of products. The Board discussed the possibility that the conference incorporate presentations by key speakers followed by breakout/work groups.

Ad-hoc Committees – The Board discussed ad hoc committees. Board will identify individuals to lead ad hoc committees. These ad hoc committees will be formed to support strands for the conference. CSSS Board members will serve on the ad hoc committees as liaisons to the Board. The Board develop and share information about the ad hoc groups and will provide guidance for what these groups including expectation about what the ad hoc committees should accomplish before the 2014 CSSS Conference. Juan Carlos and Matt will draft a set of expectations for the ad hoc groups and present it to the Board at the September Board meeting.

Matt will reach out to Jake Foster and Katie Bowler to serve on the Conference Committee. Ellen (2rd year Director), Linda (Executive Secretary) will also serve on the conference committee with Matt.

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CSSS Board Member Committee Reports –

- Peter reported that CSSS continues to be in touch with TI (Texas Instrument) about their professional development outreach related to NGSS.
- Matt attended the 2013 NARST conference. Matt reported that NARST is interested in continued collaboration with CSSS. CSSS discussed possible education research projects including policies to support STEM planning and supports for middle and high school curricula. Members can find NARST positions papers related to NGSS to the CSSS Board on page four of the July e-news (http://www.narst.org/news/e-narstnews_july2013.pdf)
- Peter reported that funds remain in the COMPASS grant that could be used to convene the BCSSE Advisory Group.
- Matt reported that the website will be reviewed by the digital communication group. The group will provide recommendations to the Board. The reorganization of the website will include integration of social media.

Position Statements – The Board discussed the possibility of developing a separate policy statement on climate change. Sean will serve as a liaison to an ad hoc committee to develop this policy statement. Sean will reach out to Mark McCaffrey of the National Center for Science Education to provide advice related to development of this position paper.

At the September meeting Juan Carlos will recommend a CSSS member to serve as the lead for this ad hoc committee.

New Business

The Board will discuss criteria for speaker reimbursements and the total projected budget for 2014 CSSS Conference speakers during the September conference call. The Board will consider whether to request that vendors interested in supporting the CSSS conference consider sponsoring conference speakers.

Juan Carlos made a motion to adjourn the meeting at 4:15 PM. The motion was seconded by Matt and unanimously approved.

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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