

NORTH CAROLINA SCIENCE TEACHERS ASSOCIATION  
NCSTA Board of Directors Meeting Minutes  
S. Guilford High School, Greensboro, NC  
September 13, 2014

**Board Members Present:** Mark Case, Sam Wheeler, Michelle Benigno, Carrie Jones, Renée Coward, Blair Driver, Tammy Schooley, Justin Tillett, Rebecca Worlds, Carol Moore, Amanda Clapp, Fred Beyer, Teresa Cowan, Stephanie Grady, Carol Maidon, Ann McClung, Fran Nolan, Kay Swofford, Sandra Weitzel, Brad Woodard.

**Board Members Not in Attendance:** Angela Adams, Tomika Altman-Lewis, Randy Bechtel, Cindy Bullard, Judy Day, Carolyn Elliott, Joette Midgett, Manley Midgett, Lori Peyton, Linda Stroud, Benita Tipton, Beverly Vance.

**Call to Order** by President Mark Case at 10:10 a.m.

**Main Agenda Items:**

**March 2014 Board Minutes Approved**

Motion to approve March 2014 NCSTA Board Minutes submitted by Justin Tillett and seconded by Blair Driver. Minutes approved.

**President's Report**

President Case reviewed the minutes from the September 13 Executive Board Meeting. See September 13, 2014 Executive Board Meeting Minutes. Discussion followed regarding the contract renewal date for NCSTA employees, difficulties regarding the update of the new NCSTA website, and the projected subsequent impact of the website delay on PDI registration and Awards & Nominations.

**Website:** President Case will contact Business Manager Joette Midgett to determine the current website update status. Treasurer Carrie Jones and Justin Tillett met with Midgett prior to the meeting to discuss related NCSTA finances and Midgett reported that she had to purchase a bigger package for the website update--an increase of approximately \$40/month but, still coming in under the budgeted allotment.

**Registration:** Discussion regarding concern whether or not the website will be functioning prior to the time for NCSTA Professional Development Institute, PDI registration. Can a registration form be emailed out to members? If the website is not ready by Wednesday, September 17, the Board recommends that a Registration E-blast email be sent to all members. All District Directors are also asked to make follow up emails to encourage their district members to register for the PDI.

**Nominations:** Due to current website difficulties, President-Elect Sam Wheeler will contact Nominations Chair Benita Tipton to brainstorm ways to insure all NCSTA officer nominations and voting procedures are secure. All qualified Board members are encouraged to sign up for the open officer positions: President-Elect; Treasurer; and District 1, 3, 5, and 7.

**Awards:** Discussion regarding low numbers of applicants for the annual Awards. All District Directors are asked to send recommendations for these awards to Awards Chair Tomika Altman-Lewis (and cc Fred Beyer and Manley Midgett who are in charge of plaques). Discussion that the Awards Committee consider (in the future) selecting the Distinguished Award finalists from the pool of applicants. Additionally, all applications from the previous year need to be considered in the current year. Fred Beyer will contact the Business Manager to request all 2013 nominations for the committee.

**Treasurer's Report**

Carrie Jones and Justin Tillett met with Business Manager Joette Midgett earlier this month to review the formal audit and the NCSTA finances. (See Financial Reports for September 13, 2014 Document.) The audit and financial books were all in order. Motion to approve the Treasurer's report was submitted by Fred Beyer and seconded by Sam Wheeler. Treasurer's Report approved.

**Business Manager's Report**

As of August 31, 2014, The Total Liabilities & Equity was \$279,400.72. The Profit & Loss Total Expenses for January-August 2014 were \$43,748.03 with a Net Income of -\$14,094.41 with a comparison to Profit & Loss Total Expenses for January-August 2013 of \$27,225.84 with a Net Income of -\$18,425.81. For full report, see the financial reports Joette Manley submitted electronically on September 8, 2014.

**Program to Support Pre-service Teachers-Carol Maiden**

University Liaison/Pre-Service Teacher Chair Carol Maiden presented information regarding professional development for pre-service teachers with a projection date of spring 2016 for a university-based one-day conference. She has experienced past success at Campbell University with a similar project. Discussion about a project pilot conference at one location with additional locations across the state to follow. (See Committee Reports Document for more information.)

## **Constitution and By-Laws**

At the March NCSTA Board Meeting the Board discussed the possibility of holding NCSTA Board Meetings using non-face-to-face options such as, Google Hangout. Constitution and By Laws Chair Fred Beyer agreed to review the Constitution to determine that this possibility meets the requirements of the Constitution. Discussion of need to insure that if any changes are made to the Constitution, that the language is broad enough to meet current and future needs.

Fred Beyer proposed a change to the Constitution and By-Laws as recommended by his Committee. The Board voted to approve the revisions. The proposed change will be circulated to the full NCSTA membership with the voting ballot for final consideration.

## **Study Grants: Stephanie Grady**

Stephanie solicited Board recommendations regarding study grant qualifications.

## **Working Lunch in Working Groups**

Service/Chair: Amanda Clapp

Professional Development/Chair: Michelle Benigno

Technology/Chair: Stephanie Grady

Membership/Chair: Teresa Cowan

Personnel/Chair: Carrie Jones

## **Reports from Working Groups**

### **Service/Chair: Amanda Clapp**

- Will help enlist Room Hosts for the NCSTA PDI.
- Will set up online availability calendar, assign people to rooms, and bring a list of Room Hosts and their assigned rooms to the Wednesday, November 5 NCSTA Board Meeting.

### **Professional Development/Chair: Michelle Benigno**

#### **PDI Update**

- Timeline on track; speaker for Thursday-Science House “snapshots” of Current Science Education Literacy, ie. Modeling, Citizen Science, STEM, Frameworks of STEM, PBL-place, project, problem and case-based learning; to build awareness, insure correct vocabulary, sharing where they can go to workshops to get more info.
- Scientist foam boards (with Science House tags for free) or sponsors can buy a scientist. Hashtags on boards will direct participants to sponsor sites.
- No breakfast on Thursday-no sponsor. Science House large room, w/announcements. Kick-off.
- Room Hosts-Service groups can solicit help from school-based reps.
- Michelle to ask Kay re ribbons for Room Hosts.
- See Amanda Clapp re blasts to about 20 people.
- Board members to be stationed at Junctions for directions at transitional times.
- Ask Me About NCSTA buttons or Board Members ribbons.
- Restaurant list being finalized with healthier options.
- Awards on Thursday, 4-7pm w/Burroughs-Wellcome. Sci-Works opening after 7pm to participants. Need directions.
- Wine and Design-See Marty
- Friday morning-General Session: *National Geographic* speaker and breakfast.
- Raffle & culminating events.- Teresa
- Field trip to Vulcan Quarry after PDI. Registration options to registered guests.
- Need:
  - Twitter (Justin, Sam, and Mark will tweet.) Mark will design hash tags. Sam/Justin
  - Facebook-who has admin rights?
  - Registration slots- need three more to doodle up
  - In charge of CEU certificates- Fred will send certificates that Michelle makes after participants take post-survey
  - PDI Committee needs more thematic events-marching band? Music?
  - Raffle items... when you get them contact Teresa.
- Rooms \$135/room for board members. (Criteria for attendance-
- Contract w/Benton through 2018.
- Parking-cover board parking w/obligation to work. Remind folks about free parking if they get there early. Who will check?
- Thursday night President Reception: Case & Wheeler. Refreshments for 20. Roberta Case will help w/refreshments.
- Past Pres. Breakfast- Manley Midgett
- Reality Check on track for Friday thanks to Carol Maidon.
- Kay Swofford and Michelle Benigno meet for walkthrough of Benton in early October

## **Technology/Chair: Stephanie Grady**

### **Goals:**

- Website up and running by Wednesday, September 17 or send out emails with paper registration forms for the PDI.
- Continue goals established during previous NCSTA Board Meeting.
- Add the New Teacher Blog to the new NCSTA website for new teachers to be able to ask questions and get feedback.

## **Membership/Chair: Teresa Cowan**

District Updates (supporting membership growth)

- District 1:
  - Pre-Service engagement at ECU. Blair Driver working with Science Club presenting the “what is next” after college and NCSTA is a large part of the presentation.
  - Presenters coming this year that were not originally members – but are now members due to their role as presenters.
- District 6: Membership growth was noted last year as a result of “encouraging joining NCSTA versus NSTA.”
- District 7: Email blast was done using the regional contacts that were developed by Carol Moore.
- District 8: Brochures were printed and are being used at every workshop, presentation, etc. across Western NC.
- October Blast: Blair Driver will compose and then it will be distributed to the membership as well as to the regional contacts that the membership committee has composed
- Brochures:
  - Print them as needed for district distribution.
  - Submit invoices to Joette for reimbursement
- Membership Swag: Ann McClung has agreed to:
  - Seek funding for membership swag (specifically the sling backpacks)
  - Explore the “Store in a Box” option
  - Explore NSTA – Pens, giveaways, etc.

## **Personnel/Chair: Carrie Jones**

Carrie Jones and Justin Tillett will be working on a job performance review of our two paid personnel positions and will present the reviews to the board at the first 2015 Board Meeting. They will use existing signed contracts to determine which items need to be reviewed.

For Committee and District Director Reports, see *Committee Reports 9-13-14*)

## **District Directors**

District 1 Blair Driver: Electronic report submitted.  
District 2 Tammy Schooley: Electronic report submitted.  
District 3 Randy Bechtel: Absent.  
District 4 Angela Adams: Electronic report submitted.  
District 5 Justin Tillett: Electronic report submitted.  
District 6 Rebecca Worlds: Electronic report submitted.  
District 7 Carol Moore: Electronic report submitted.  
District 8 Amanda Clapp: Electronic report submitted.

## **Other Committee Reports**

Envirothon-Sandra Weitzel: Electronic report submitted. (Separate report due to size.)  
Constitution & Bylaws/Legislative-Fred Beyer: Electronic report submitted.  
Safety-Linda Stroud: Absent. Electronic report submitted.  
Science Olympiad-Manley Midgett: Absent. Electronic report submitted.  
Science Matters-Carolyn Elliott: Absent. Electronic report submitted.  
Sponsorships/Trust Fund-Manley Midgett: Absent. Electronic report submitted.

## **Upcoming NCSTA Board Meetings:**

NCSTA Board Meeting, Winston-Salem, November 5 at 8:30 pm. Location TBD.  
PDI, Winston-Salem, Nov. 6-7, 2014.

Please see *Committee Reports 9-13-14* for additional reports submitted.

Meeting adjourned by President Mark Case at approximately 2:15 p.m.

Respectfully submitted,  
Renée Coward  
NCSTA Secretary