

NCSTA Full Board Meeting

January 27, 2024

Format: Face-To-Face @ Meredith

Members Present: Jennifer Stalls (on Zoom), Carie Fugle, Sandra Weitzel, Joette Midgett, Tom Savage, Lottie Peppers, Brad Rhew, Cliff Hudson, Adrienne Evans, Carrie Jones, Dachele Gupton, Kristen Kane, Jill Francis, Lisa Tolley, Carol Maidon, Josh Hunter, Brad Woodard, Mary Ellen Durham and Manley Midgett

Meeting called to order by President Tom Savage at 10:23 am.

**\*\*Quorum Established\*\***

### **Introductions**

Overview of Constitution & ByLaws was shared by Carol Maidon

She shared with the board our NCSTA Handbook on the NCSTA website

Sections I-VI were highlighted with page numbers, not something to memorize but to be familiar with. Purpose of our organization was mentioned to highlight ALL FIELDS OF SCIENCE

It was discussed how quorum was met with the majority of the Executive Board and 5 out of 8 District Directors in attendance. Without a quorum, no votes can be taken.

The Committee Chair cannot vote but can give input. In the handbook policies start on page 27, the description of Operations is found on pp. 19-23. Section IV includes Conference Planning on pp. 34-36

A definition of conference jobs is included here. On page 45 the District Directors and Committee Job descriptions are given. On page 52 Sample Forms are included

Your key jobs serving on the board are as follows:

- 1) Attend Board Meetings
- 2) Submit reports to Reflector and Board Secretary
- 3) Assist with our PDI

Carol went over Robert's Rules of Order Parliamentary Procedure (newly revised)

Reminders: we need a quorum to proceed and anyone can make a motion, need all of your brainpower.

The elected board members are the executive board and District Directors.

Go by simple majority which is  $\frac{2}{3}$  of the vote.

Purpose of Robert's Rules Of Order so everyone is protected when speaking

Our president, given that he doesn't vote, has the least powerful position

There is no such thing as a friendly amendment.

A Motion To Amend, is a motion that should be put in writing. Joette has a motion matrix which includes all of our motions

The order is Motion put in place-> Discussion -> Vote

Roles of Board Members was discussed, which includes submitting information about their district and contributing to the Reflector.

Expectation of helping out with PDI.

Communicate throughout your district, particularly at student competitions in February and March with Science Olympiads, Robotics, Envirothons, etc.

Adrienne Evans asked if we would need to have badge identifiers to help identify us, this is networking to our organization, it is also a way to get teachers, principals and leadership from the County involved in science

#### Consent Items

- Carol Maidon made a motion to approve the agenda, Manley seconded
- Minutes from the last meeting were approved (motion made by Mary Ellen and seconded by Carol)

#### Treasurer's Report (Carol Maidon)

- We are not in the red for one of the first times since the pandemic due to increased attendance from PDI contributions from our board, we promoted our PDI and it paid dividends.
- Joette and Manley helped increase funds from our vendors that led to more contributions. They do an excellent job conversing with our exhibitors and vendors. Manley made many phone calls, we had multiple food event sponsors, board sponsorships and Joette matching monies for the reception. Mary Ellen revived the Reflector with many mentions of previewing the PDI. The Beginning Teacher's Workshop on Friday was a success. In addition the new Science Standard sessions were a real draw. Having increased our registration fee in slight increments gave us a little extra funds as well. We are only 10 months from our next PDI. PDI's take everyone pulling together.

#### **NCSTA Treasurer Report**

**January 16, 2024**

**As of December 31, 2024, the North Carolina Science Teachers Association received an income of \$152,150.96. The total expenses as of the end of December were \$122,176.05 thus yielding a net income of \$29,974.91. The association's assets are \$56,170.24 in two checking accounts and \$74,795.98 in three saving accounts.**

**Detailed financial information was provided by the Business Manager in the financial statements.**

**Respectfully Submitted,  
Carolyn H. Maidon,**

#### Business Manager's Report (Joette Midgett)

##### PDI Recap.....

- 2022 328 attendees, 2023 469 attendees
- No printed program
- 56 booths, split between Commercials and Non-Profits
- Use of Sched
- Full rooms for Lunch & Learn sessions
- Selling of our attendee list, we had 6 vendors pay for that, that generated revenue
- Plasma Games, big sponsor, need to approach them again
- Districts 3 and 5 had the highest attendees
- Joette reviewed the organization's reimbursement policies: State rate is 67 cents per mile, these forms are on the Google Drive, the forms are fillable/printable and can be done online. Board members can request a motel room for meetings if they travel more than 3 hours, need to give heads up for state rates, always encourage carpooling and sharing of rooms if coming from the same area to save costs. For the PDI mileage is reimbursed and if board members find a roommate, NCSTA covers ½ of the room. Reminder-all board members have to register for the PDI. She reviewed what constitutes free memberships: executive board members and District Directors
- We need to represent NCSTA at various meetings, our presence is vital.
- We need to follow our budget very carefully, don't buy stuff and expect to get reimbursed, there are rules if you are over budget on line items. If less than \$200, the president will make a decision and give input, more than \$200 per line item requires a board vote.
- Forms are again on the Google Drive in the Official NCSTA folder for travel and Non-Travel, need receipts to get reimbursed
- Joette reminded us with the board@emails to put your name at the end of your correspondence so we know who it is coming from (the reply). If you need to send something to an individual board member, don't use board@
- We post blurbs on our website with pertinent information such as Awards, competitions, nominations, mini-grants, etc. By the way, the deadline for Awards is May 31st.
- We use a software package called ISoftware, this goes to all members, can get caught in SPAM.

#### Conference Coordinator Report (Manley Midgett)

- No contract with UNC-G for our PDI in November yet, ballrooms have to be catered by UNC-G
- Not sure about dimensions for Exhibitors

- Parking on the College campus, whole floor? Will the arm be up? Getting conflicting information
- This week there was to be imposed a 28% administrative fee, that was the reason we wanted to go to this location because that was not supposed to happen
- Not trustworthy of the information from the UNC-G contact
- Decision to return to Benton Convention Center in Winston-Salem is on the table after this turn of events, will be talking with them on Monday at 10:15 a.m..
- Discussion of Monday thru Wednesday timeframe for PDI, young teachers not willing to give up a Saturday so a Friday-Saturday conference not really plausible. Brad Rhew asked about this. Lottie Peppers asked about sending out a survey regarding a weekend conference, County's ESSER funds are beginning to run out this year.
- Reminder that Benton Convention Center is all on one floor, easier signage, navigation.
- This coming PDI is the "Year of The Rocks."
- Sandra made a motion to negotiate with Benton and give Manley the authority to get best dates.
- **MOTION.....by Sandra Weitzel Move to allow Conference Planner to enter into negotiations with Benton Convention Center in lieu of UNC-G for the 2024 NCSTA Conference. Carol Maidon seconded this motion, passed unanimously.**
- Monday to Wednesday of the originally planned week are open, vendor setup would be Sunday with the Conference being Monday and Tuesday. It was mentioned that there is greater substitute availability earlier in the week than later in the week. 1st choice would be November 6-8, 2nd Choice Monday-Tuesday or Tuesday/Wednesday
- We will need to have an emergency meeting to discuss a contract and amending the budget
- Our contract with Benton was signed pre-COVID so it would likely be different now, they had not replaced us on their schedule of dates for conference, so this is a good sign. Tuesday of the week of November 4th is election day, there is a conflict with the original date of November 6-8, 2024 at Benton

### **Lunch Break**

**Resumption of meeting at 12:48 p.m..**

### **Action Items**

#### **NCSTA Budget for Operating Year (Carol Maidon and Joette Midgett)**

- Proposed budget was sent out with the 2023 and 2022 budget listed for comparison
- **Motion from the Finance Committee to approve the 2024 budget, no second needed, discussion followed**
- Thanks to Brad Rhew and Mary Ellen Durham helped with this budget
- Question was asked about badges in the budget, we can find some between \$3 and \$10 without pins
- If we move back to Benton, there will likely be changes and a revised budget, would need to have this meeting by March

- In the budget, mailings and postage has increased from last year, Sandra Weitzel added that money budgeted for attendance at Middle and Elementary Conferences were worth the travel because of increased revenue as we saw last year.
- There is a line item for Updating/Redesigning our NCSTA logo.
- Joette's site visits line-item will decrease if we abandon going to UNC-G and return to Benton, the facility site will increase, food will increase and signage line-item will drop
- The Finance Committee will meet again and present changes to this budget.
- **Motion to approve the current 2024 budget passes.**

### **2024 PDI Themes/Strands**

- Cliff Hudson sent an email to Tom with revisions at the bottom, these have already been voted on, wordsmithing was done on the 2nd strand
- Sandra approves the verbiage do bullets instead of commas when put on the website.

### **Discussion Items**

- District Directors communicate with the Reflector to update events, etc. This is an opportunity to get members on sub committees to bring them on board for leadership. This is part of the teacher evaluation process. Chairpersons appoint their own committee members. Goal of ours is to know the names for people who in your county are county liaisons for Science Education.
- Mary Ellen Durham shared how much of a challenge the Reflector was as she started but she has made it great with contributions from her fellow board members. She expressed that she has learned the format through Canva account. When she began she promised Cliff 2-3 issues and she was responsible for 4. This year there has been 5, two special editions one pre and the other post-PDI. The most recent Reflector edition featured many pictures from this past PDI. Lots of contacts have resulted which is good PR for us. Carie Fugle is to be commended for taking great pictures, great opening rate on the electronic issue of the Reflector. It's a good tool to recruit members, get back old members, alert County supervisors and principals. Word of mouth of this goes a long way, the word is getting out quickly about NCSTA and its influence across the state
- There are comments that the Reflector's teaching tips and lesson plans are the most popular items. So good to hear what people that got grants did with it, they shared on the publication. Science teacher, Dorothy Holley, was mentioned for having recurring articles, we are celebrating what members, teachers and their students are doing in their classrooms.
- Mary Ellen shared a tentative schedule for publications: 1st week of February next electronic edition, then late April, late Summer as a preview of PDI
- NCSELA Summit is next Friday and Science Olympiad is next Saturday, February 3rd
- Ann McClung was mentioned as "Queen of Robotics" for her work the last 17 years with this program. There is a link to Pitt County Schools on its website for the podcast devoted to her work. We can spotlight anyone, even board members
- 3 ways to get the word out about NCSTA (Newsletter, Facebook/Social Media and our website)

### **District Director Reports**

- District Directors shared what was going on in their districts with various competitions and their dates. Dates for the NC Envirothon were mentioned for each region of the state

### **Membership/Goals (Sandra Weitzel)**

- 2 different committees, led by Past Presidents. Conference planning: core planning committee made up of 8 members, having a presidential rotation, 1st: 3-year term sequence. 2nd 3 year term, previous conference planners and Josh Hunter will start a 3 year term 3rd Joette and Manley
- Updates Review PDI surveys and upcoming PDI Venues
- Membership Outreach: Middle School Level Conference is March 24-26, presentations are in the budget for this, tout being a member at this conference, social media tags
- UNC-W CSTEM Conference and Building Engineers Conference K-5 at the McKimmon Center on April 26th

### **Nominations (Josh Hunter)**

- Odd Districts are up for elections this year, need to possibly change our election process; President says, “ do you want to run again?” We don’t want to have an election where predominantly only one person is running for each office.
- **Manley Midgett proposed the following motion: If no one has been officially nominated to run for election against an incumbent by the close of nominations, the Executive Board has the authority to continue the incumbents for another term without that office being included in the election. Brad Woodard seconded this motion. Motion carries.**

**Trust Fund is \$108,360.48 currently**

Other Updates.....

Legislative

- STEM, Muddy Sneakers, High School replacing EOC’s with National Standards, get in touch with Gavin with DPI regarding this. AI push with ChatGPT
- Governor Cooper calling this the Year of Public Education, lots of engagement with his office across the state

Environmental Education (Lisa Tolley) mentioned Webinar with Non-Formals in March

NCSELA (Brad Rhew) their Summit is February 2nd

Carie Jones - Denver, CO in March

CAGS(Conference for Associated Groups) for Summer, conference continues to be virtual

Discussion of the 1st meeting of the year in 2025 being either February 1st or 8th (Adrienne Evans)

Best night of week for Virtual Meeting, Tom Savage asked, Tuesday 6:30 pm time of next meeting on Tuesday, March 12th moved from Wednesday, March 13th.

Discussion of Sunshine Fund, please let me know of sympathy needing to be shown towards a board member's family, please let Brad Woodard, secretary know.

Motion to Adjourn by Cliff Hudson and seconded by Brad Rhew at 3:09 p.m..

Respectfully submitted by Brad Woodard, NCSTA Secretary