

## NCSTA Full Board Meeting Minutes 1/21/23

Meeting Called to Order at 10:11 AM by President Cliff Hudson

\*\*\*In-Person Meeting at Meredith College, Raleigh, NC

**Members Present:** Mary Ellen Durham, Brad Rhew, Joette Midgett, Jennifer Stalls, Jennifer Crawford, Carie Fugle, Carrie Jones, Lottie Peppers, Carol Maidon, Brad Woodard, Manley Midgett, Josh Hunter, Jobi Cooke, Sandra Weitzel, MaryKate Holden, Tom Savage, Lisa Tolley, Michelle Hafey (through Zoom) and Cliff Hudson

### **Welcome (Cliff)**

Appreciative of what you all have done for NCSTA at the PDI and for the past year and upcoming year. Nice to have a face-to-face meeting on the heels of a face-to-face PDI.

### **Board Introductions**

Each board member introduced themselves and told something about themselves others would not know.

We are all here to support each other in the roles we have.

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

**Carol Maidon** gave a Handbook Overview through a Handout. Please reference [ncsta.org](http://ncsta.org) our website in any question you might have. For our Constitution & ByLaws click the About Tab and choose Constitution/ByLaws, you can download our NCSTA Handbook from there. This is your go to guide to anything NCSTA. The purpose of this organization is highlighted: "ALL fields of science at ALL levels from elementary to post-secondary to commercial. We are legally bound by this statement in what we do.

What does it take for Quorum to be reached? Majority of the Executive Board (3 out of 5 members and 5 of the 8 District Directors, there are 8 districts in the state covering from the coast to the mountains. There is NO voting without a quorum.

**ByLaws-Membership** There is a required meeting for our members at the PDI with the board meeting on Wednesday night of PDI. The duties of each board member is listed on p. 8 of the Handbook. Amendments require a  $\frac{2}{3}$  vote of the board. Cannot change ByLaws themselves. Section II indicates Operations and Policies, changes of policies require a board vote. These changes have to gel with the Constitution and ByLaws. Section IV gives the Conference Planner Timeline, Section V lists the District Directors job descriptions. Section VI gives sample forms of items from mileage/travel reimbursements to budget needs.

If you have any questions, use the handout for reference, please read it over.

Handout was given out on **Parliamentary Procedures**, again please read over. Only elected board members vote, Committee Chairs can make or second motions and share in discussions but cannot vote. It is everyone's responsibility to run this board. All have a say at the table.

The President votes only in case of a tie. There is no such thing as a “friendly amendment.” Call the Question-stops debate then vote for stop discussion then vote on the motion. Pros and cons are heard then a vote without calling the question. The board does require a discussion before a vote. Carol explained the purpose of Robert’s Rule of Order. It allows the discussion of all to be heard. The typical conduct at meetings involves a Consent Agenda which condenses all normal items into one vote. Any changes move out of the consent agenda. The President always asks for agenda approval, the assembly owns the agenda. The roles of board members are listed in the Handbook. There are 8 districts across the state, each of them having a District Director who is tasked to communicate the business of NCSTA with its members. They also work together with more than the districts they serve. Each district comprises multiple counties, so you as director are the voice of your area. If you are not sure of your district, Joette can let you know. These lists are fluid as they change often.

### **Approval of Agenda**

- There are two sets of minutes, one from the November 2nd meeting at PDI and the November 16th PDI debrief.
- Under Action Items on the Agenda, we need to add vote on Parliamentary position and there is a typo that should read District 1 Director Jennifer Stalls

### **Motion to Approve Consent Agenda**

**(Brad Rhew made the motion and MaryKate Holden seconded the motion) Motion passes**  
Consent Agenda-does not need to be seconded

### **Operation Report (Joette)**

- Joette sent out the financials with the Profit & Loss Balance Sheet, we will go over the budget.
- Joette indicated the Reimbursement Procedures includes the current mileage rate being 65.5 cents per mile, it was 58.5 cents per mile previously. Mileage includes miles to and from the board meetings or committee meetings as well as PDI, fill out the form online or give to Joette. Hotel room-NCSTA will pay ½ of the state rates if board members have to travel 3 hours or more either the day before or after a meeting. Places change every year with state rates, might not be what you are looking for. Rates do vary from hotel to hotel. If you have trouble finding these, try alternatives. 2 Fillable Forms: Travel/Mileage and Non-Travel Expenses. Paper forms will be available at today’s meeting. Email Joette for online forms. Google Drive is updated with new folks in it.
- Our universal email is board@, everyone sees this. Please include your name when responding. If you don’t need to address the whole board, send email to individuals only. Our approved minutes are put on the website after each meeting, this is important.

### **Conference Coordinator (Manley)**

Stats from PDI

- 20 Commercial Vendors and 37 Nonprofits
- 15 Commercial Sessions were presented
- 120 Conference Workshop Sessions

- StemScopes funded a lunch for attendees of their session, some of our board members attended and enjoyed
- Vendors liked everything being on the same floor and attendees got what they needed from the sessions and the Exhibit Hall

**Action Items**

**NCSTA Budget for 2023 Operating Year From Finance Committee 3 Motions Named Below: (Carol Maidon)**

Note: We need to compensate for a deficit of \$12,084.95 to balance the budget.)

1. The Finance Committee moves to increase the vendor fees \$100.  
(Note: this will yield an additional approximately \$5700.)
2. The Finance Committee moves to increase registration fees as follows.

Current PDI Registration

Pre-registration		On Site Registration	
Member	\$150.00		\$170.00
Non-member	\$185.00		\$210.00
Retired	\$35.00		\$40.00
Retired Non-member	\$55.00		\$60.00
Student	\$20.00		\$25.00
Student Non-Member	\$40.00		\$45.00

Proposed PDI Registration

Pre-registration		On Site Registration	
Member	\$180.00		\$200.00
Non-member	\$230.00		\$250.00
Retired	\$40.00		\$45.00
Retired Non-member	\$60.00		\$65.00
Student	\$20.00		\$25.00
Student Non-Member	\$40.00		\$45.00

(Note: this has the potential to raise our income \$8,760.)

3. The finance committee moves adoption of the Proposed 2023 Budget as attached in the spreadsheet and presented to the Board.

Treasurer’s Report was emailed out to Executive and regular board members and is listed below:

Income \$88,501.22 Expenses: \$115,332.30 Net Loss: \$26,831.08 Assets of \$31,136.97 (includes 2 checking accounts) Spring Conference netted \$7,000.00 with \$5,200.00 coming from registrations, 3 Savings Accounts: \$80,480.38 not including the trust fund Trust Fund \$105,000.00 B-Wellcome grant was used as carry-over from Spring and Fall

Treasurer's Report reveals a net loss of \$26,831.08 The Virtual Conference helped decrease the net loss when we had that in February 2022. The Burroughs-Wellcome Grant, received in 2021 was spent over two years. Thanks to the hard work of our board members we were able to keep membership up. On the Budget Worksheet, 450 attendees was picked for the PDI Fall Conference (2023) so the projected budget is based on that number. On Line 74 of the budget worksheet emailed out, that's where the \$12,876.95 comes from

**Motion #1 Finance Committee moves to increase the vendor fees by \$100, no second needed since coming from the committee. This will net approximately \$5,700, this is on par with other conferences, question asked by Carie Fugle.**

Discussion....Joette mentioned Math and Bridging The Gap conference as examples. Bridging The Gap had a smaller venue and had their Exhibit Hall in a hallway. At the Middle School Conference, to spend \$400 to purchase a table, should we sell stuff? Commercial rate-we would have to sell that much in monies.

Space for a Marketplace 20% of what you make (smaller vendors). At our PDI, we prioritize our Exhibit Hall and Vendor space with food for sale nearby in the hallway. We went over in sales both days, sold to our attendees so they would not have to leave the venue. The food was good and it was under \$10. Our current Non-Profits pay \$300 Sandra said this was not out of line, inflation is hitting everyone right now. Carie mentioned that there were a few negative interactions with the cashier in the line.

**Motion #1 passes unanimously**

**Motion #2 The Finance Committee moves to increase the registration fees with the table listed earlier in the printed motion.**

**Current Pre-Registration**

**Member \$150**

**Non-member \$185**

**Retired \$35**

**Retired Non-member \$55**

**Student Member \$20**

**Student Non-member \$40**

**Proposed Pre-Registration**

**Member \$180**

**Non-member \$230**

**Retired \$40**

**Retired Non-member \$60**

**Student \$20**

**Student Non-member \$40**

Discussion....This features no increase for students, potential to raise our income by \$8,760. Brad Rhew said people would pay out of pocket if done in small increments as was suggested. Last increase was in 2019 by \$50. This is in line with other conferences. Joette did due diligence in researching this. February 1st Manley's contract begins and he will start work on the 2024 location, possibly a smaller conference would yield extra income. We have to build

back our cash reserves. We spent 2 years with no in-person PDI. Goal-find a smaller venue to decrease our expenses. One ill-timed hurricanes would have us going into our cash reserves (savings) and we do not want to do that. Savings, one way was to do away with our printed programs. Food not locked in, parking and Audio-Visual not locked in at a smaller venue. At this past PDI, no interpreter was needed and there was no security increase, so that was helpful as far as savings. We cannot sustain the budget without high registration numbers. In the past Eisenhower Fund monies was awarded to teachers to attend PDI but they were exhausted many years ago. What can members get out of their membership if they cannot attend PDI, Drive-In mini-conferences, etc..

**Motion #2 passes unanimously.**

**Motion #3 The Finance Committee moves adoption of the Proposed 2023 Budget as attached in the spreadsheet and presented to the Board**

Discussion..... Goals/Membership \$850.00 Line item #8 Request from Sandra printing and Scholarship Presenters (½ table for Middle School Conference) \$250 Cliff Board Luncheon and PDI Board Social, \$200 for Canvas Software for the Reflector, need it up again

\$2,400.00 going towards prizes (\$100), Grant-A-Wish (\$1,400) and parking budgeted at \$1,000. The maximum reimbursement would be \$15 for parking. Joette reported 66 requested a parking reimbursement from the 2022 PDI. At Winston-Salem the hotel does not own the parking deck anymore. We cannot pay full parking for our members. Some of our vendors asked this. Thanks to the Finance Committee, this is pretty much on target with previous budgets.

**Motion #3 passes unanimously**

**Motion NSTA Donation (Joette)**

Joette sent an email explaining what was happening regarding a previous \$1,000 donation sent to NSTA regarding a building. There were 3 options we could do regarding that donation. 1) Donate to the NSTA General Fund 2) Fund for Pre-Service Teachers to attend PDI and 3) request for the donation to be sent back **The Executive Board chose option #3**

**Motion passes unanimously**

**\*\*\*\* Action Item\*\*\*\***

Parliamentarian Position for the Board, President Appointment in the past. Approval in the way it is written with board approval. Carol Maidon name presented. **Motion: Move we accept Carol Maidon as our Parliamentarian.**

**MaryKate made motion with Brad Rhew in second**

**Motion passes unanimously**

**\*\*\*\* Action Item\*\*\*\***

**2023 PDI Theme/Strands (MaryKate Holden)**

## **Tabled till after Lunch**

Lunch Break Taken

Resume after Lunch

We as a board have to vote for the PDI Theme and Strands

Theme: Putting It All Together & Moving Beyond– New Standards, New Ideas and Directions

Examine perceived learning loss, State Science Scores down, new standards

Puzzle Piece idea

Strands: 1) Tools & Ideas for Embracing, Navigating and Implementing the New Standards Breaking Down and Analyzing The Standards

What do they mean for Science Teachers? Planning how to implement these and examining the standards at various grade levels and spans.

2) Creative/Innovative Strategies for elevating teaching, learning, engagement and relevance through Inquiry-Based approaches. Enhancing STEM lessons through integrating other discipline areas. Fostering higher-order thinking skills through inquiry. Empowering the learner to analyze data, communicate effectively and determine supportable conclusions.

3) Interdisciplinary STEM lessons and ideas to address contemporary current events and emerging science topics.

Teachers are charged with preparing students for the future with tools and ideas they need to target, hot button topics in the news: Climate Change, Alternative Energy Resources, energy sources, infectious diseases, flooding, food sources, land usage, etc.. Must address emerging science, coding, robotics, gaming, AI, Chaos Theory, Needs to include Hands-On Activities– Brad Rhew mentions

Curriculum Coaches and Principal's would need to be included at PDI along with their attendance with County Staff

The Standard Adoption for Science goes along with the adoption for Healthful Living (Health). Our adoption of new standards is 6-7 years behind.

Jennifer Stalls mentioned that lots of the hires are Lateral Entry, Alternative Licensures so increased science pedagogy is very important

Strategies to use Cross Curricular Extensions must include other disciplines and crossworks by courses and grades Possibly having a Literacy Workshop like in previous years for 1 day.

Some teachers fresh out of college need help in setting up their science lab as well as classroom management skills. Their reading content needs to be strengthened, and needs to empower both the learner and the teacher. The workshop could be split into 2 rooms.

**Motion to Approve the 2023 PDI Theme and Strands**

Theme: ***Putting It All Together and Moving Beyond –***

***New Standards, New Ideas, New Directions***

## **Strands:**

**Strand 1: Tools and Ideas for Embracing, Navigating and Implementing the New Standards**

**Strand 2: Creative and Innovative Strategies for Elevating Teaching, Learning, Engagement and Relevance through Inquiry-Based Approaches**

**Strand 3: STEM Lessons and Ideas to Address Contemporary Current Events and Emerging Science Topics**

**Motion was passed unanimously. Motion came from PDI Committee, no second required**

## Discussion Items

Reflector Newsletter coming back thanks to Mary Ellen Durham. Thanks to Brad and Sandra and others. This publication will serve the following purposes:

- Promote NCSTA
- Advertise our events
- Share what is going on
- Provide resources

The 1st Edition will have a 2022 PDI recap, we will need submissions for the other editions, emails will be sent out for getting items to go in it. Will have a section entitled "District Highlights" which will share information about each of the districts, will include professional development in the districts along with any persons recognized for accomplishments, updated student competitions as well as teacher tips. Short lesson plans and links will be offered. It would also make mention of nominations for awards, grant information, blog posts as well as student competition results. Lisa Tolley mentions that resources are available.

2nd Discussion Item.....

Spring Virtual Sessions

Ideas: "Citizen Science" speaker in September

## **District Directors/Committee Reports**

In District 1, **Jennifer Stalls** talked about StemWork Scholars Women In Stem and that there were 6 NC State teacher grants in her district

In District 2, **Michelle Hafey** dates of Student Competitions were listed February 11th, March 11th and March 18th. UNC-W Upward Bounds program was discussed. For professional development, 24 teachers were trained using the UNC-W Planetarium

In District 3, their Science Olympiad will be held on February 11th

**Sandra Weitzel** shared information on NCSTA memberships and the advantages of belonging to our organization. She shared that the Middle School Association is celebrating their 50th year conference in March in Charlotte. She discussed having a presence at that gathering to help with recruitment. She discussed having a contest to see who can sign up the most new members of NCSTA. Possibly, we could offer cash awards. Questions were asked about

discounted memberships for retired and student members as well as those with various certifications (EE group). In our Policies, it states who gets free memberships. Goals—> online members, students, partners.

The Conference Planning Committee should be a standing one for years due to people rotating off and President's being only elected for one year. Suggestions included a 3 year term that would rotate. This committee will meet on February 22nd.

We have someone in mind for the Multicultural Committee Chair. Have not heard back from the interested individual. Two more people in mind for this position.

It was mentioned that for the next year elections will include the even districts. District Directors serve two consecutive 2 year terms.

We could take a list of people who have won awards or who lost an election to run for elected positions, need to have more people running

**Student Competitions (Jennifer Crawford)** She shared an update on the website with dates of student competitions that are upcoming, she will keep things updated as best she can

**Trust Fund (Manley)**

Balance is \$105,747.24

Not available to spend, this is an emergency fund. This year there has been a \$1,505 donation. This has only been used 1 time in 52 years and it was paid back.

**Legislative (Carrie Jones)**

Please connect to the ListServ

**Non-Formal Education (Lisa Tolley)**

There was a Non-Formal Educator meeting in December

They discussed Environmental Educator (EE) community groups, comments on the new Science Standards and other feedback

**NCSELA (Brad Rhew)**

Ways to tackle the new standards and how to unpack them has been a key part of discussions Carie Fugle suggested having Flow Charts to help.

**Motion To Adjourn by Manley Midgett seconded by Mary Ellen Durham  
Meeting was adjourned at 2:55 pm..**

Thanks to Manley and Meredith College for hosting this meeting. Next meeting will be in April in a Virtual format.

Respectfully submitted by NCSTA Secretary Brad Woodard