

Members Present: Angela Adams, Kim Alix, Evelyn Baldwin, Erica Caine, Amanda Clapp, Becky Dunstan, Mary Ellen Durham, Stephanie Grady, Sharon Green, Carrie Jones, Lori Khan, Carol Maidon, Manley Midgett, Tammy Schooley, Valerie Sellars Nathan Stack, Linda Stroud, Justin Tillett, Sandra Weitzel, Brain Whitson, Brad Woodard: Joette Midgett (Business Manager/Webmaster), Kay Swofford (Conference Coordinator)

Angela Adams called the September NCSTA Board Meeting to order and introduced appointees who will complete the terms for two vacated district director positions. Erica Caine, will complete the term for District 4 Director and Brian Whitson for District 6 . The Board members present then introduced themselves, stated their NCSTA roles, and shared personal positives about education

Following the introductions, the president called for old business beginning with the acceptance of the previous meeting (3/11/2017) minutes. Upon review of the minutes, Justin Tillett moved to accept the minutes with Brad Woolard seconding the motion. The minutes were approved.

Justin Tillett gave the Treasurer report providing the current financial statement on-line for the board to review. The current statements show that the organization is operating at a profit, but the board was reminded that this is a "projected budget." The actual financial status will not be determined until after the upcoming Professional Development Institute (PDI) as monies received through registrations and memberships will not be available until that time. After brief discussion Brad Woolard moved to accept the financial report. The motion was seconded by Evelyn Baldwin and passed by the Board.

The third item of "old business" pertained to the renewal of contracts for the Business Manager, Webmaster and Conference Coordinator. Justin Tillett briefly described the duties and responsibilities associated with each of the positions, followed by a clarification of any modifications and changes to the contracts. The contract for the business manager included changing the employment period to represent the 2018 to 2020 interval and the inclusion of the term "maintains fiscal responsibilities of the board". As the Business Manager, safe-guards and maintains the organization's records via on-line sources, the phrase calling for the Business Manager to archive pertinent documentation on discs was removed from the contract. The board was assured that the Business Manager was obligated to submit to the executive board any relevant passwords or information regarding the access of on-line records in the event she could not fulfill the contracted duties. It was noted that the salary (\$25,000.80 per year) would not change.

There were minor modifications to the Webmaster contract. As hardware and software obligations are relegated to the greater board, the liability line for website was removed from the contract. Since voting during the PDI is no longer conducted, associated with voting during the conference was also eliminated. Dates on the contract were changed to reflect the 2018-2020 employment period. The yearly salary of \$4000.08 was not changed.

As the 2018 NSTA regional conference and 2018 NCSTA PDI will run jointly in Charlotte, NC the duties of the conference coordinator will be reduced next year. The 2017-2018 conference coordinator contract includes a \$500.00 stipend along with travel and parking expenses. The coordinator is expected to attend the joint conference to maintain vendor contact and promote the 2019 NCSTA PDI. The terms of the Conference Coordinator contract for 2019-2020 reflects no changes.

Since the Executive Board had moved for the review of these contracts, open discussion began following the clarifications provided by the treasurer. The board approved all the contracts.

#### New Business

##### Elections and voting

Mary Ellen Durham provided the Nominations and Elections Committee report. The board was reminded that for the six open positions only two, President Elect and District 4 Director, had candidates running unopposed. Joette Midgett was acknowledged for both her assistance in vetting the nominees and preparing the NCSTA website for electronic voting. It was noted that on-line voting was progressing well and that the election period will run for thirty days. The voting period will end with sufficient time for election results to be determined prior to the October PDI. Planned procedures for notifying the election winners and losers were shared. The board was also briefed on the implementation of a special orientation for new board members that will be conducted at the PDI. This session will be conducted by Mike Tally with assistance from Mary Ellen Durham and Joette Midgett. Newly elected board members, those who may change positions on the board, and outgoing District Directors will be invited to this session where duties, board policies and procedures, and business matters will be reviewed.

##### Awards

Speaking for Awards Committee Chair, Ann McClung, Mary Ellen Durham provided the Awards Committee Report. It was reported that there were still no nominations for some awards and that the nomination period had ended. As of September 9, 2017, there were no nominations for the Distinguished Commercial Award and the following district awards:

- **2** – Elementary and High School
- **5** – Elementary and High School
- **6** – Elementary
- **7** – Elementary
- **8** – High School

The Board was asked to provide guidance regarding the awards that had received no nominees. Kay Swofford recommended that a representative of Delta be considered for the Distinguished Commercial and asked that Award Committee Chair contact her for clarification. Manley Midgett, noted that the nomination period for awards had been lengthy and moved that the slate of nominees for awards be accepted as is, with no further nominations. Justin Tillett seconded the motion. In discussing the motion several board members cited they felt that if given an additional week they might be able to identify additional nominees. Manley Midgett reminded the board that the award nomination period had run for many months and that there had been extensions. Carol Maidon noted that there had been numerous emails from Ann McClung soliciting nominees. Justin Tillett added that to continue to accept nominations at this time did not provide sufficient time to notify the award winners so they could make substitute and travel plans to the PDI. Mary Ellen Durham concurred adding that several weeks were needed to order and prepare the plaques. Tammy Schooley asked if the award nomination period could be on-going in the future. Angela Adams recommended that the nomination period begin immediately following the yearly PDI. The question was called resulting in the board approving the motion to accept the current slate of award nominees as is and to end the nomination period. Complying with board's

recommendation, Joette Midgett modified the website to accept nominations for the 2018 awards immediately.

Recommended changes in the format of the awards ceremony were shared with the board. Along with limiting the time to an hour or less these included:

- Recognizing by category groups of awardees on stage
  - Student Teaching Awardees
  - District Awardees, with the District Directors
  - NABT and OESTA Awardees – presenters: Judy Jones and Randy Bechtel  
*(group photos will be taken after all awardees are announced)*
- Recognizing the following awardees on stage individually
  - Distinguished Awardees
  - Presidential Award winners (presenter: NCDPI representative)
  - Vi Hunsucker Awardee (presenter: Mary Ellen Durham)
  - Lifetime Achievement Awardee (presenter Manley Midgett)

On behalf of the awards Committee Mary Ellen Durham moved to name the Awards Ceremony “The Fred Beyer Awards Ceremony” in honor of Fred’s lifelong commitment to NCSTA. This motion was tabled, so Linda Stroud could address the board regarding the accomplishments of the recently deceased Dr. Floyd Mattheis who was also a founding member of NCSTA.

This prompted discussion regarding both the naming of the new lifetime achievement award and how to recognize Fred Byer and Floyd Mattheis at the PDI. The board determined that the lifetime achievement award should be general in nature as opposed to bearing a specific person’s name. The honor will only be awarded to individuals exhibiting extraordinary accomplishments and commitment to the organization and the enhancement of science education. The awards committee was charged clarifying the criteria for eligibility over the next year. Other provisions regarding the award determined by the board included:

- There may be more than one recipient in one year
- There may be no recipient in one year
- The award may be give post hummously, or to a living individual
- More than one
- and that it may not be given each year.

Mary Ellen Durham removed the tabled motion regarding the naming of the awards ceremony to allow the board to finalize decisions regarding the recognition of the two deceased founders at the October PDI. Anglea Adams suggested that the organization could honor the memory of both men, one on Thursday the other on Friday at the PDI. Manley Midgett recommended the organization host a tribute to Fred Beyer at the end of the General Session on Thursday of the DPI, followed by an opportunity for the membership to speak to his family members who will be invited to the PDI. The same process could be followed on Friday to honor Floyd Mattias. Linda Stroud posed the motion to recognize both men (one on the first day and the other on the second day) with a tribute at the general session, time for members to speak to invited family, and the awarding of the two Lifetime Achievement Awards. Justin Tillet seconded and the motion passed. Kay Swofford encouraged the submission of entries regarding the two men for inclusion in the PDI program as soon as possible. Manley Midget volunteered to coordinate PDI invitations to the respective family members.

## District Reports

The president called for District reports. Brad Woolard reported that numerous activities focusing on explaining and viewing the recent solar eclipse had been successfully implemented throughout the District two. Amanda Clapp reported that although there were only about 20 attendees, the recent District eight drive-in provided strong professional development and opportunities for collaboration. To accommodate the small group, the format was modified from concurrent sessions to group participation so all presenters had an audience. Amanda asked the board to generate ideas designed to promote greater drive-in participation. She also reported that throughout the district numerous educators were stationed at public viewing sites to provide accurate scientific information during the solar eclipse.

## NSTA Regional Meeting

Manley Midget provided a short overview of the NSTA regional meeting scheduled for 2018. The program strands will carry energy themes. The call for proposals was posted this month and North Carolina is to help in the development of the Technology, literacy and "going beyond" stands. Kim Alix and Brian Whitson will review proposals to select presenters and board members were asked to assist with this process. Nancy Addison, of the Charlotte Mecklenburg School System will be the North Carolina coordinator. NCSTA will have a reserved ballroom in the conference hotel in which to hold our general meetings and award ceremony. More details will be provided at the January board meeting.

Board members were encouraged to promote NCSTA membership as many inaccurately think joining NSTA includes NCSTA membership.

## Details for the 2017 PDI

Joette Midgett reported that as of 9/9/2017 105 individuals had register for the PDI. She will periodically will send emails to the membership with reminders to register. The target registration is 800 or more individuals. She also stated that the sign up for registration desk volunteers had been robust noting only the 12:30 to 2:30 interval on Thursday afternoon in need of assistants.

Board members were asked to sign up for room assignments for the PDI. The link for room reservations would be resent. The board was reminded that NCSTA pays for ½ of their room during the conference.

Kay Swofford reported that 47 vendors had registered but that she anticipated the number of those seeking a booth would increase as we neared the conference dates. She encouraged all submissions for the program to be made as quickly as possible and noted that a preliminary program would be posted on line.

## Sharathon update:

Manley Midgett announced the following schedule for the Sharathons:

- Elementary: Thursday 1:15,
- Middle School: Thursday 2:30,
- Earth and Environmental: Friday 11:00
- Biology: 12:30 Friday 1:30
- Physics and Chemistry: Friday 2:30 F

The Sharathons are scheduled so there is no conflict with the respective content specific concurrent sessions. The Imperial D Ballroom is reserved for all sharathons. The tables around the perimeter will be used for the presenters to illustrate their innovative activities, display student artifacts, or provided demonstrations. Each presenter should prepare hardcopy handouts for distribution during the session. Board members are asked to either serve as coordinators, assist the coordinators or present in the sharathons. Twenty to twenty-five presenters are needed for each area. Coordinators are to send a list of presenters and their respective school affiliation to Manley Midgett as soon as possible for inclusion in the PDI program. Carrie Jones has secured Door prizes for the sharathons

Literacy Workshop update:

The Literacy Workshops will focus on promoting literacy by addressing the science K-12 standards. The intent is to assist teachers in recognizing how student engagement in science strengthens language arts skills. There will be two sessions, one for lower elementary grade teachers, the other for higher grade teachers. Emphasis will be placed on helping students master standards prior to assessments and will include both self-direct and guided activities.

The Burroughs Welcome grant has funded the workshops and audio-visual costs as well as provided support for the awards and reception.

Other announcements regarding the PDI included:

- The CEU certificate is included in the PDI program and will not require a NCSTA board member's signature
- Surveys will be sent out independently after the conference
- All presenters are informed that they are responsible for supplying their own bring projector. Board members are asked to bring personal projectors to share with presenters in the event they do not follow instructions.
- Kay Swofford will investigate the availability of internet access in the hotel lobby. The Koury center charges \$7.50 a day per person for internet access. The board will purchase five general use internet accounts from Koury. In other cases, presenters will use the board members' last names and room numbers if they should need internet access during their presentations
- Angela Adams will check to see if Cumberland County Schools can provide hotspots
- Valerie Sellars will be asked to investigate venues for local publicity for the PDI
- There will be not raffle, only the silent auction.
- Brian Whitson, Carol Maidon and Val Crucon will take pictures during the PDI and award ceremony
- Justin Tillet will coordinate Facebook posts and Angela Adams will man a twitter account.

Other Announcements:

Joette Midgett reminded the board that her duties do not include authoring posts. Members were asked to send completed, composed documents to her for posting on the NCSTA website. Members were also informed that the information on the website is updated on an on-going basis. If one does find an error, a screen shot of the mistake and specific information regarding the location of the error is to be sent directly to her, not sent via the general NCSTA board group email.

Carol Maidon called on the board members to use the group email appropriately; use it for group announcements not to contact a specific individual and to identify oneself.

Angela Adams made the final call for submissions for the Reflector and announced it would be posted on Monday September 11, 2017.

After allowing the conference planning break-out groups twenty minutes for collaboration, and the reading of a note of appreciation from the Fred Byer family, the president adjourned the meeting.

Respectfully submitted

Mary Ellen Durham for NCSTA secretary Beverly Lyons