



**Agenda for Board of Directors' Meeting -- May 3, 2018**  
**11am – 12 pm**  
**Meeting Minutes**  
**Conference Call**

**President's Welcome/Sign-In:**

President Robbie Gupton opened the meeting at 11:00am by thanking all and requested introductions of all attendees participating on the telephone conference.

**Present at this meeting were:**

Rev. Willard Bass, Leon Dupree, Cleo Evans, Gwen Johnson-Green, Robbie Gupton, Jolanda Johnson, Leon Hynes, Julia McCombs, Donna Wilde, Stacy Williams  
Represented State Districts (Regions): 3, 5, 6, 8

**Review and Approval of the Minutes of February 16, 2018 Meeting:**

(All meeting agendas and minutes are posted on the NCAAE website at <http://ncaaed.weebly.com/>). The minutes from our February meeting were reviewed and approved by board vote.

**Treasurer's Report:** The treasurer's Report was not available.

**President's Recommendations:**

Robbie reminded the Board that beginning January 2018, NCAAE would pay the following:

- President's association dues, conference registration and conference overnight accommodations.

The Board confirmed the following as well:

- No association dues for the following:
  - Retirees who remain active on the NCAAE Board of Directors,
  - Faith-based partners,
  - Business/community partners,
  - DPI representative.
- Continue to sponsor mini-grants and monetary recognitions and if possible, fund amounts up to the following:
  - 10 - \$200.00 mini-grants for innovative projects,
  - Monetary recognition if an ALPS principal is District Principal of the Year
  - 40 "Shout Outs" at the conference at \$25 each.

- Recognize retirees who are actively volunteering on our Board with a \$100 honorarium to acknowledge their services.

We added to include recognition of ALPS teachers who have earned special recognitions besides District Teacher of the Year, such as [Kenan Fellows](#).

### **Committee Reports:**

The Board approved the following suggestions for the Conference.

- Increasing individual membership and conference fee to \$85 total prior to November 1, 2018;
- Conference registration and membership fee of \$100 after November 1, 2018, including onsite registration.
- A special group rate of \$70 per person for groups of 5 or more.

Board members volunteered for the following:

- Gwen offered to obtain door prizes and items for ‘give away’.
- Donna agreed to update the conference online registration form. We agreed to send the registration link beginning August 1, 2018.
- Gwen and Robbie indicated they would contact DPI consultants, Donna Dougherty and Kim Martin to obtain the ALPS contact list and Robbie will send a “Save the Date” note and call for proposals to Donna Dougherty. Since we will have more break out sessions, we agreed to send out the Call for Proposals in May, 2018.
- Cleo, Jolanda and Gwen agreed to evaluate conference proposals. We noted that DPI is no longer able to help with this.
- We agreed to have District Reps send out monthly reminders of the conference and include prices in the communication.
- Cleo offered to obtain information about luncheon entertainment, a saxophonist, including costs.
- While we want students to participate in the conference, we will limit the number due to the luncheon expenses.
- All board members were reminded to be prepared at the next meeting, September 14, for a photograph to be used on the website and for publicity posters at the conference.
- The fall 2018 conference will be at the same location, Embassy Suites in Cary on November 30, 2018 with early registration and Hospitality Suite on November 29, 2018.

### **Website update:**

- Robbie will contact Sarah Evans about posting current Board Member rosters and conference information. We also request that special recognitions be announced on the website.

### **Future Board of Directors’ Meetings for 2018:**

- **September 14, 2018 meeting at DPI**
- **October Conference Call to finalize Conference Plans – Date to be determined**
- **November 2018 Fall Conference – November 30<sup>th</sup>, 2018**

The meeting was adjourned at 12:15pm.

**Good of the Order: Official Website; [ncaaed.weebly.com](http://ncaaed.weebly.com)**

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