**January 13, 2018 MCSS Meeting Minutes**

10am-1pm, Jefferson Building in Jefferson City

**Call to Order**: 10:10

Motioned: Jeff Benes

Seconded: Rhonda Ireland

**In Attendance**: Brian Anton, Jessica Jordan, Nancy Ohmart, Dixie Grupe, Jeff Benes, Chandra Burks, Rhonda Ireland, Derek Frieling, Colleen Skiles, Ted Green, Tina Shaginaw

Via Videochat: Cameron Christenson, Rhett Oldham, Eric Langhorst, Cherie Kelly, Erin Townsend

**Review of Previous Minutes from October Meeting**:

Motioned: Brian Anton

Seconded: Nancy Ohmart

All in favor

**Review of Google Form Results from October Meeting (due to lack of quorum)**:

* Approval of April and July Meeting Minutes- 12 approved, 1 dissention
* Location of 2019 Conference- Capitol Plaza at Jeff City- 13 approved (unanimous)
* P.O Box for organization- 13 approved (unanimous)

**Reports**:

**Finance Committee- Tina Shaginaw**

* Financial Update
* Status of Federal Tax Exempt- still waiting. Missouri Tax Exemption is Valid.
* Updated W9/Tax Forms this week coming out.
* Filing of 2017 Taxes- will be filed at end of January.
* Any financial motions needed- None

**Membership Report- Kate Sutter**

* Numbers Update- 467 currently January (316 in October 2017, previously 189 in July 2017)
* Update 2018 TOY= Rhonda Ireland
* Motion by Jeff to remove expiration dates and move to a yearly update info in September. Derek seconded. No discussion. All in favor.
* Social Media is not being used.
  + Colleen started a Google Plus and is investigating this
  + Colleen and Eric have access to the Twitter.
  + Suggestion to post parts of *Horizon* as images via Twitter to help increase traffic
* Update on idea to find elementary content area resources by the board
  + Need Teacher of the Year TOY ah hoc committee to consider simplifying process. Report back at April meeting. Suggestion is to increase participation, especially then for the elementary level as well.
  + After elections: goal of membership committee to have proposals to increase elementary engagement at April meeting. Example: How to get preservice elementary teachers involved.
* February Meeting: How do we keep that people that ran for office but did not win engaged and participating?
* Proposal: Membership push for each spring/summer/fall of this year (different idea enacted each season)- for new VP of membership to present at April meeting. Suggestions:
  + Sending people to STEM conferences and bringing in social studies. Dixie will find out when potential conferences are.
  + Monthly Twitter Chats. Maybe guest host a mo-ed or social studies or world geo chats. Need to promote before having a Twitter Chat. #msschat
* Are these valid/accurate spreadsheets still- yes, and Colleen will place in shared Google Board folder.
  + “Districts with Counties” <https://docs.google.com/spreadsheets/d/1xdJ_8Ai3qG_8GX5lm-SGE88XNwM1AYCEORw7jXftAsw/edit?usp=sharing> )
  + College spreadsheet of contacts: <https://docs.google.com/spreadsheets/d/16_lMRScL9x3QToahFg6tRHKKvw6RXk_5cp1q1Bp2HJU/edit?usp=sharing>

**University Liaison Report- Ted Green**

* Ted is stepping down after this meeting and will need to find a new appointee.
* New appointee will need to:
  + Update on exploring state/private to help fund MCSS (will need to be tabled officially until federal tax exempt is straightened out, but research needs to be done)
  + Need a new student representative

**Legislative Report – Erin Townsend**

* Check Report that is posted on website and Google Folder

**Sergeant At Arms/Historian- Rhonda Ireland**

* Proposal: Update website with a specific description of each role (Brian, Jeff, Colleen, Rhonda and Jessica are working on this document for the February meeting).
* Want to archive on website previous conference programs/previous board members lists.
  + February topic of discussion:
* Motion by Jessica to make all electronic documents mosocialstudies google account the owner of. Brian seconds. Discussion. All in favor.

**Elections- Past-President- Jeff**

* Candidate Bio Link: <http://www.mosocialstudies.com/ballot-for-elections>
* Rhett was sworn in as 63 delegate
* Results of Elections in January- closing date is Sat. the 20th. Jeff will then notify all candidates of win. Once acceptance is given and appointments are reviewed, then will send out loss emails. Jeff made a welcome to the board members.

**Publications Report- Eric, Jessica, Cameron, Jeff, and Erin**

***Horizons*- Eric Langhorst**

* There is now a folder in the shared google drive where articles, photos, and anything for *Horizons* that can be placed. Do not EMAIL. Use the Google Folder.
  + Positive feedback is happening!
* Assigned roles for Spring *Horizons* (April 28th is publications date, April 21st is deadline to submit)

MCSS Business

* + Feb. 2019 Conference advertisement (Brian)
  + Elections (Jeff)
  + Advertisement for our Facebook and Twitter (Eric)
  + No membership fees now (Eric)
  + How to submit articles to *Horizons* for Publication (Eric)

Recurring Articles- Pushed to being assigned at conference because of elections/shift to the board.

* + Teacher Spotlight (Colleen)
  + Legislative Report (Erin)
  + Preservice section
  + President’s Memo (Colleen)
  + DESE Corner (Dixie)
  + Tech Corner
  + Elementary Level
  + Strategy/Content/Methodology Articles
    - Jessica- How to get involved with DESE
  + 2018 Conference Recap/Highlights
  + Everyone:
    - PD opportunities
    - Other/New Ideas??

**Social Media- Eric and Colleen**

* Everyone post!- we need more traffic.
* Update on weekly postings/likes on both Twitter/Facebook
* Update on Facebook/Twitter followers
* Use #msschat when tweeting! Conference is #mcss2018

**Website- Eric/Jeff**

* Eric and Jeff will create a google site after conference and make switch after conference and transfer it over. Update on April meeting.

**Report from DESE- Dixie Grupe**

* 17-18 Government EOC is Same
* 18-19 Government EOC is an all field test (as with science this year)- no scoring or specific student data
  + January- Test writing is occurring
  + Early Summer- Content and Bias committee will review test questions written (different groups of people)
  + Continual Item Writing each year so the questions will change
* 19-20 Government EOC will count for scores

**Report from Museum Liaison- Cherie Kelly**

* Continually reaching out to the other museums.
* Cherie is stepping down after the conference, need to find a new museum liaison.

**Report from National- Derek Frieling attended**

* Several motions passed- including a resolution against Trump. Resolutions are suggestions/discussions. Our rep voted against because we are not to be politically active in that nature as an organization.

**Review of the Bylaws- Derek and Jessica**

* Constitution and Bylaws are up to date- Derek will email to Jeff and Jessica and Chandra and it will be posted to the website and our google folder.
* Motion by Jessica to remove the Publications committee bylaws passed in Jan. and April 2017 meetings from the bylaws and be placed in an internal policy and procedural document. Brian seconded. Discussion. All in Favor.
* [Duties and Responsibilities](https://docs.google.com/document/d/184lTkbbaa6v2OI_mqIogZwgPnD7biDD5BbCmo4x-gxI/edit?usp=sharing) document- Rhonda will work on this as our internal policy and procedural document.
* [Elections and Quorum](https://docs.google.com/document/d/1WxmfRBBlYZc3t8O1ABWwJ3sBpiMWzMoFCleLCPubnf4/edit?usp=sharing)
  + No changes needed to Quorum Rules upon discussion.
  + Proposed Succession Rule Change to the By-Laws to be voted on at the February meeting with the new Board: “If the President should resign in the middle of the term, the past-president should assume both roles until the next election cycle. If the Past-President should resign in the middle of the term, the President will assume both the Past President and Presidential roles until the next term.”

**February 23-24, 2018 Conference Planning Update – Brian Anton**

* Conference is booked at WWI Museum- “Balancing Security and Liberty:  Past, Present, and Future”
* Website is ready to go live with conference and session evaluations.
* Numbers update- 125 currently, and expecting more last minute registrations.
  + Last minute Advertisement push?
  + Email blast regarding: T-shirts, what presenters need again, Start/end times of Conference, still time to register, Hotel info, website for electronic resources. Please add new exhibition opening.
* We are providing tote bags and name tags (board will have new ones).
* Setting Up Tables for Thursday afternoon- 2-5pm. Tear down on Saturday as a board.
* Assign Roles/Job Duties for Conference- Be visible!
  + Working Table with Chandra
    - Jessica and Chandra will do digital organization
  + Room Attendance Counter/Picture Taker- Brian has a list and will share it out.
  + Tech Checks and Questions
  + Tshirt Seller- Chandra
  + Raffle Ticket Seller- Brian has a new system
* Teacher of the Year Update- Rhonda Ireland
* T-Shirts- no, selling leftovers. Jeff is bringing those.
* People need to bring extra extension cords and cords!
* Vendor Update
* Social being sponsored by socialstudies.com at LaBodega at 5:30-6:30pm.
* Report on Donations/Raffle Items for Prize table- people are bringing in items
* Colleen will head up online Twitter book chats
* Eric is going to do pics and video clips for social media

**2019 Conference Planning Update- Brian Anton**

* Documents in shared board google drive folder
* Contract has been signed, no A/V fees no included
* Location, Dates, Theme:
  + 2/22-23/19
  + Jefferson City Capitol Plaza
  + “Summer of 69: Commemorating a decade of protest and progress”
* Advertisement in conference agenda booklet- Chandra will place in program
* Advertisement on website- Jeff is going to add
* Derek is willing to do Trivia
* Penitentiary Tour at night- will be closed. Other ideas: Jefferson Landing, Supreme Court, Capitol Tour to top
  + Need to explore Recording conference sessions for Facebook page and website and opt-out only form

**2020 STL Conference Update**- Jeff

* Jeff is going to email Chamber of Commerce for proposals
* Suggestion: City Museum. Museum @ Bottom of Arch, Wash U, Science Center/Planetarium
* Also suggestion to explore St. Genevieve

**2021 Conference**

* Bicentennial Missouri History Theme
* Suggestion: Book the new State Historical Society building in Columbia now

**Other Agenda Items**:

* [Everyone review this info/committee document to make sure information is correct](https://docs.google.com/document/d/1voMvSXO3m6gKW9dP082CrciKuIy5ftrO3sWQ4DoicF8/edit?usp=sharing)
* Chandra- What is our P.O. Box information?
  + P.O. Box 413, Greenwood, MO 64034
* Executive Secretary’s Contract Renewal for 2018 with 2% COLA (Jeff and Tina)- has been signed.
  + Motion by Jeff to discuss in October so we can start contract Jan. 1 (instead of conference to conference). Contract should be in hand by Dec. 1. Brian seconded. Discussion. All in favor. Rhonda will place in our new policies and procedures document.

**Next Meetings:**

* February 24, 2018 after the conference ends at WWI Museum (until 3pm)
  + Delegates- Ideas to Kick off new school year- please come up with ideas for April meeting
  + SLI (Summer Leadership Institute) from Nationals- discuss if financially able to support.
  + Who is on the membership/other committees?
  + Teacher of the Year Committee
  + Recap of Summer PD activities
  + [Everyone review this info/committee document to make sure information is correct](https://docs.google.com/document/d/1voMvSXO3m6gKW9dP082CrciKuIy5ftrO3sWQ4DoicF8/edit?usp=sharing)
* April 14, 2018 (10am-1pm)
  + Discuss purchasing projectors for 2019 conference
* July 14, 2018 (10am-1pm)
  + Retreat/Brainstorming?
  + Delegates- Ideas to Kick off new school year
  + Call for Proposals needs to be no later than Sept. 1 opening, along with registration
* October 20, 2018 (10am-1pm)
  + Call for Proposals for Conference update
  + December 1 is the deadline for bios for elected positions
  + Executive Secretary’s Contract
* January 12, 2019 (10am-1pm)

**Motion to Adjourn**:

Motioned: Jessica

Seconded: Jeff

No Discussion.

All in favor.