**January 7, 2017 MCSS Board Meeting Agenda**

10am-noon

**Call to Order**: 10:04am by Jeff Benes

**In Attendance**: Jessica Jordan, Brian Anton, Jeff Benes, Derek Frieling, Cameron Christianson, Rhonda Ireland, Chandra Burks, Dixie Grupe, Kate Sutter, Tina Shaginaw, Colleen Skiles, Alison Taylor (for Joe Henke), Nancy Ohmart, Elisabeth Goodrich, Ted Green, Cherie Kelly, Cameron May

**Review of Previous Minutes (Shared out on website)**:

Motion: Tina Shaginaw motioned

Seconded: Kate Sutter seconded

**Reports**:

**Finance Committee- Tina Shaginaw**

* Status of Federal Tax Exempt- sent another letter in November- IRS has 6 months to respond- Waiting game situation.
* Tina will have new I-9’s ready to go in second week.
* New Bank/Switching banks- should stay put with fees to start new accounts/wait until tax situation is figured out.
* Do not spend $ on anything non-critical.
* Need a new W-9? - Tina put in a call to the accountant to get a new one.
* Bills with conference: Event is paid for, still need to pay for food, fee for speaker.

**Membership Report- Kate Sutter**

* Board Member Task: Email all the social studies teachers/contacts you know about the conference! Flyer is in our shared Google Drive- <https://docs.google.com/drawings/d/1gyZSx4MPLvbrxZoRgY-vSBL2lLKLo3F1frMjHZ6aM-c/edit?usp=sharing>
	+ Dixie will email the RPDCs (Regional Professional Development Centers).
	+ Ted Green will contact EdPlus in STL and MOCHE.
	+ Jeff will follow up with EdPlus as well.
	+ Cameron Christianson- Millie Aubur with Missouri Bar
* Last year- 137 for conference.
* How is the Google Sheet (“Districts with Counties”- <https://docs.google.com/spreadsheets/d/1xdJ_8Ai3qG_8GX5lm-SGE88XNwM1AYCEORw7jXftAsw/edit?usp=sharing>) with individual social studies teacher contacts that Colleen created being used: not a lot of feedback from the people that worked on it/ contacted people.
* New option to do a 3 year membership for $50 ($10 discount)- any takers- yes- 5 people
* New option for pre-service teachers ($60 for 1 day, $100 for entire conference)- 16 people
* Starting to see some improvement with preservice teachers- need ways to target current teachers.
	+ College spreadsheet of contacts: <https://docs.google.com/spreadsheets/d/16_lMRScL9x3QToahFg6tRHKKvw6RXk_5cp1q1Bp2HJU/edit?usp=sharing>

**University Liaison**

* Update on how Ted’s Oct. 26 mini-conference/presentations with pre-service teachers: 5 students got to perform for some professors and graduate students. Good experiences.
* Webster recently hosted a RAD conference (Research Across Disciplines Conference)- undergraduate conference in St. Louis.
* Ted will email his contacts across the state to plan a year out to help students get ready to present.
* Advocate to lower the cost for pre-service teachers. Biggest obstacle: cost of food at conferences.

**Legislative Report- Brian Anton**

* Crosswalks are the big way to deal with new standards
* EOCs are not going to change until 2019-20 but we need to implement new standards for 2017-18 school year.
* Potential for new bills changing public education in MO with new legislature- but 2018 has the potential for a lot of change in the state legislature too
* Re-share legislative report to colleagues to help promote our organization as well as share knowledge

**Elections**:

* Those who are running need the bios: [https://goo.gl/forms/LMbU8LGx9yblxhG53](https://owamail.sps.k12.mo.us/owa/redir.aspx?C=BjntJweXnUScWUTfY1OIyjLlSiOWPNQIR7ebX3MVnFodeCLMrAAZtuRhrh3w89PVM8cDHVRvqAY.&URL=https%3a%2f%2fgoo.gl%2fforms%2fLMbU8LGx9yblxhG53)
* January 18 is the deadline for voting (has to be one month before installation at the conference)
* Rhonda and Chandra have it under control.

**Publications Report- Cameron and Colleen and Jeff**

**Horizons- Cameron May**

* Chandra needs election component
	+ Those who are running need the bios: [https://goo.gl/forms/LMbU8LGx9yblxhG53](https://owamail.sps.k12.mo.us/owa/redir.aspx?C=BjntJweXnUScWUTfY1OIyjLlSiOWPNQIR7ebX3MVnFodeCLMrAAZtuRhrh3w89PVM8cDHVRvqAY.&URL=https%3a%2f%2fgoo.gl%2fforms%2fLMbU8LGx9yblxhG53)
* Assign more people roles for Spring *Horizons*

**Social Media- Cameron and Adam**

* Any increase in traffic- no. We need a commitment to weekly postings and address and assign a role after the conference.

**Website- Jeff**

* No new news

**Report from DESE- Dixie Grupe**

* Something to consider for after the conference: roundtables with community members and state legislators
* Developing Social Studies Assessments: item Specifications Workshop- This is an opportunity from DESE to be paid $250 a day in STL.  DESE will pay for subs.  It is 6 days (2 three day periods) and you will be working on creating the new social studies assessments.
* NEH (National Endowment for the Humanities) deadlines are March 1.

**Report from Museum Liaison- Cherie Kelly**

* Gilder Lehrman stuff for summer is up- great opportunities. WWI Museum will be a host site.

**Report from National- Jeff Benes**

* No new news

**Review of the Bylaws (all)- push to next meeting- Colleen will take this over.**

* Change from October 2016 meeting about President, Past President Term length not in by-laws or Constitution
* Change to Bylaws
	+ Sec. 1 Part 4:
	+ Replace:  “assigned to co-chair one of the following committees: membership, legislative or publications” to read as follows:
	+ “elected to the position of Vice President of Publications, to the position of the Vice President of Membership, to the Vice President of Legislation.”
* Resolution—“The elected VP of Publications will suggest name of Board Member to be responsible for Social Media Platforms:  Twitter, Facebook, Website.  President will make appointments to said positions based on advice of VP of Publications, and acceptance of said Board Member.”  Rationale—This becomes the board members specific duty.  Helps create a stronger sense of obligation.
* Resolution -- The identified role of “Editor” I.1.9 will eliminated.  The stated tasks of “Editor” will be reassigned to the identified role of “VP Publications” and the identified under I.3.4 as the Publications Committee.
* Resolution – The Publications Committee will be responsible for publishing the quarterly organizational publication *Horizon* in a very timely manner. The deadlines for dissemination to the membership will be as follows:
	+ January 1--  with election bios for the election ballots and clear dates specified by the Past President for election ballots being sent and balloting closing.
	+ Specific details about the keynote speaker, location, dates, and relevant information for the spring Annual Conference per the President Elect.
	+ Known PD, review of HOD/National Conference/opportunities with close deadlines in late winter/early spring.
	+ Review of current legislature/Issues to take note of from Leg VP
* Report/Results on Ballot to change Pres-Elect, Pres and Past-Pres to 2 year terms
* Colleen advocated for a new position- someone who makes sure we follow our Constitution and by-laws.

**Report on Upcoming Conference- Colleen**

* St. Charles- President’s Day 2017- *Driving Civic Engagement Past and Present*
	+ To-Do for Conference:
		- Colleen needs to increase room block
		- Colleen will address special dietary needs that have been requested
	+ Food, wifi, and insurance still needs to be paid for
	+ Conference Proposals- 57 currently (typical at this time)
	+ Conference Agendas/Programs
		- Welcome Letter Welcome letter and actionable goal for the year of New President
		- Kansas City is location for 2018.
		- Electronic and on paper
		- Colleen is doing QR Codes too for each session so people can give individual feedback to each presenter.
	+ Advertisement- everyone on the board needs to send out the flyer and promote
		- <https://docs.google.com/drawings/d/1gyZSx4MPLvbrxZoRgY-vSBL2lLKLo3F1frMjHZ6aM-c/edit?usp=sharing>
	+ T-Shirt Update
		- Jeff and Colleen will follow up with Joe and finalize and order
		- Colleen will set up a form to send out with t-shirt order
	+ Electronic resources from presenters to attenders- using the MCSS website?
		- Post to Website
		- Info in email Colleen sent out
	+ Projectors, adaptors, extension cords- need 5 of everything
		- Derek can bring one, Ted can bring two, Jeff has two, Nancy Ohmart can bring two or three.
		- Hotel will provide screens, 34” cart, extension cords
	+ Vendors update (Jeff)
		- 10 vendors
	+ Report on Teacher of the Year (Tina, Kate, Cherie, and Nancy)
		- Revise/open window longer
		- Who is the winner?
		- Start this no later than April 30 next year
	+ Report on Donations/Raffle Items for prize table (Adam, Colleen, and Nancy)
	+ Assigned roles for during the conference
		- Chandra will be at registration table
		- Thursday 8pm hotel lobby everyone meet
	+ Email Blast needs to go out regarding:
		- T-Shirts
		- What presenters need again (adaptors, send in bio/electronic documents, etc.)
		- Start/end times of the conference
		- Still time to register
		- Hotel info
		- Website for electronic resources

**WWI Mini-Conference**

* Potentially WWI mini-conference in October 2017 – Dixie, Joe, and Jeff are on a committee to investigate. Tabled until February meeting.

**2018 Conference**

* Kansas City- Brian, Rhonda, Cherie, and Jeff will explore and try and nail down a location
* Potential Other Locations: Federal Reserve, Archives, Union Station, WWI Museum, Westin hotel.
* February 23- 24, 2018 (booked @ WWI Museum- 4 meeting rooms instead of 5).
* WWI theme

**Next Meetings/Agenda Items**:

* To-Do List for Board Members before Conference:
	+ Donations for prize table
	+ Promote conference with colleagues (Flyer Link: <https://docs.google.com/drawings/d/1gyZSx4MPLvbrxZoRgY-vSBL2lLKLo3F1frMjHZ6aM-c/edit?usp=sharing>)
	+ Those running for office need to submit their bios: [https://goo.gl/forms/LMbU8LGx9yblxhG53](https://owamail.sps.k12.mo.us/owa/redir.aspx?C=BjntJweXnUScWUTfY1OIyjLlSiOWPNQIR7ebX3MVnFodeCLMrAAZtuRhrh3w89PVM8cDHVRvqAY.&URL=https%3a%2f%2fgoo.gl%2fforms%2fLMbU8LGx9yblxhG53)
	+ Bring a Projector- Nancy, Ted, Jeff, Derek
	+ Register for Conference, prep presentation- do the checklist from the email that Colleen sent out on Dec. 9 and Chandra sent out Dec. 28
	+ Tell Colleen what committees you want to be on if you have not already.
	+ Start sharing legislative report with colleagues (<https://drive.google.com/file/d/0B0f-_NwcL4h_M2l0dUJPOXRpalE/view?usp=sharing>)
* February 18, 2017: after the conference end on Saturday
	+ Proposal for virtual conferences
	+ Assign more people roles for Spring *Horizons*
		- Address effectiveness of quarterly publication/redesigning the publications role
	+ Proposal: Move elections to after conference to capitalize on momentum from conference
	+ Proposal: Committee on how to get state or private money (ex: Grant from NEH or Missouri Council for the Humanities or partnerships to get bigger name speakers, legislators, etc. and increase our prestige)
	+ Proposal: Something to consider for after the conference: roundtables with community members and state legislators
	+ WWI Mini-Conference-Potentially WWI mini-conference in October 2017 – Dixie, Joe, and Jeff are on a committee to investigate.
	+ By-law changes
* April 22, 2017
	+ Recap of summer PD activities
	+ Review of state Conference
* July 29, 2017
	+ Proposal to make this more of a retreat/brainstorming
	+ Offices that are available for election, along with a brief description of duties
	+ Delegates- Ideas to Kick off new school year
	+ Call for Proposals for Conference needs to open Sept. 1, along with conference registration, t-shirt registration
* October 14, 2017
	+ Call for Proposals for Conference update
	+ December 1 is the deadline for bios for elected positions
	+ Proposal: January becomes a virtual meeting prior to conference
* January 13, 2018

**Motion to Adjourn**: 12:12pm