Virginia Association of Federal Education Program Administrators

Board of Directors’ Meeting Minutes

September 12, 2019

Cheryl P. Bostick, President Amber Boggs, President Elect Valdivia Hall, Secretary

Carl McDaniel, Treasurer Ernestine Scott, Past President

Vacant, Region 1 Vacant, Region 4 Jennifer Hurt, Region 7

Candy Llewellyn, Region 1 Megan Moore, Region 4 Marcia Shortt, Region 7

Angela Isbell, Region 2 Jane Wright, Region 5 Pamela Eakes, Region 8

Laura Estes, Region 2 Vacant, Region 5 Chip Jones, Region 8

Vacant, Region 3 Jennifer Dean, Region 6 Randall Johnson, VDOE

Roxana McCarthy, Region 3 Emily Altizer, Region 6 Lynn Sodat, VDOE

**Meeting called to order at 9:30 a.m.**

**In Attendance:** Cheryl Bostick, Jane Wright, Amber Boggs, Ernestine Scott, Roxana McCarthy, Valdivia Hall, Randall Johnson, Marcia Shortt, Lynn Sodat

The meeting was called to order at 9:30 AM by the president who presented the agenda.

A quorum was available.

A motion was made for approval of the agenda by Amber Boggs. Jane Wright seconded the motion. Motion passed.

Minutes – Valdivia Hall

There was a motion by Roxana McCarthy to approve the minutes. The motion was seconded by Marcia Shortt. The motion passed.

President’s Report – Cheryl Bostick

* Board Representative Updates – Please submit recommendations for Board vacancies to [cbostick@rvaschools.net](mailto:cbostick@rvaschools.net) or [VAFEPA1@gmail.com](mailto:VAFEPA1@gmail.com)
  + Region 1 Cristina Alsop formerly of Virginia Beach City Public Schools, currently serving as Director of Federal Programs at Henrico County Public Schools
  + Region 4 Evonne DeNome, Ed.D. Title I Manager at Fairfax County Public Schools
  + The current coordinators contact list will be distributed by Region for communication and recruitment of members in Region 3 and 5.
* NAFEPA Board Updates
  + Board Meeting-The July 2019 NAFEPA Board meeting was conducted on Friday, August 23, 2019
  + The NAFEPA Board of Directors’ Fall Retreat will be September 27-29, 2019. The site of the retreat will be the Omni Shoreham Hotel in Washington, DC. First-timers will participate in an Orientation teleconference on Thursday, September 19, 2019 at 11:30 a.m.
  + Save the Date - NAFEPA Conference is March 15-18, 2020
* Photos for Website – Two photos have been received. There will be a photo opportunity during upcoming training events.

Treasurer’s Report – Carl McDaniel (not in attendance)

The treasurer’s was presented by the president, Cheryl Bostick. A motion was made by Amber Boggs to accept the treasurer’s report. The motion was seconded by Megan Moore. The motion passed.

**August BALANCES 2019 September BALANCES 2019**

|  |  |  |  |
| --- | --- | --- | --- |
| **2019** Checking Balance | $ 6,631.25 | **2019** Checking Balance | $ 9,895.33 |
| **2019** Money Market Balance | $ 16,090.89 | **2019** Money Market Balance | $ 16,104.49 |
| **2019** Business Primary Balance | $ 50.00 | **2019** Business Primary Balance | $ 50.00 |
| **GRAND TOTAL:** | **$ 22,772.14** | **GRAND TOTAL:** | **$ 26,049.82** |

Committee Reports

* 2019 Training Event Committee Amber Boggs/Cheryl Bostick

Training Christiansburg October 15, 2019 - 39 of the 75 slots filled as of 9/9/19

Training Richmond October 22, 2019 – 55 of the 90 slots filled as of 9/9/19

Agenda at a Glance

9:30 AM Check-in

10:00 AM Welcome /Purpose/Introductions, etc.

10:15 AM Captain Barrington Irving

11:15 AM Lunch/Book Signing

12:15 PM Session I – Monitoring

1:15 PM Oath of Office Ceremony (Christiansburg)

1:30 PM Session II – School wide Plans

2:45 PM Recognitions/Awards

3:00 PM Adjourn

* 2019 VAFEPA Regional Leadership Award

The president encourage all members of the board to help get the word out and secure nominations.

* 2020 Conference Committee – Amber Boggs/Cheryl Bostick

Location/Contract: Sheraton Tysons Hotel in Tysons, Virginia (Fairfax County)

Secured National presenters – D Steele and V Windrow

VDOE Report- Dr. Lynn Sodat

* Spenddown notifications have been sent out to divisions. In October, division superintendents in school divisions with more than 15% of Title I, Part A, and Title V funds remaining in OMEGA as of September 30 will receive notification of a required certification of obligation of funds. Funds will be reallocated if there are school divisions that did not obligate 85% of their funds and are not eligible for a waiver.

Regional Reports

Region 1 – No report

Region 2 – No report

Region 3 – No report

Region 4 – No report

Region 5 – No report

Region 6 – No report

Region 7 – No report

Region 8 – No report

Old Business

* Federal Program Retirees report: Gail Jones, Diane Washenberger, Sandra McKenzie, and Dolly Lindsay – Additional retirees TBA

New Business

* The president solicited ideas on how to increase membership. The president recommended that board members reach out to coordinators in their region. A list of Federal Program Coordinators and contact information will be sent to board members.
* The president also suggested that the annual VAFEPA budget should be set up by line items.
* After discussion, there was a motion made by Ernestine Scott and seconded by Valdivia Hall to not have an October board of directors meeting in lieu of the two training events scheduled for October 2019. The motion passed.

A motion was made by Roxana McCarthy and seconded by Marcia Shortt to adjourn the meeting. Motion passed.

Adjournment 10:15 AM

Respectfully submitted,   
Valdivia Hall

VAFEPA Secretary