

**Virginia Association of Federal Education Program Administrators**  
**Board of Directors' Meeting**  
**Videoconference**  
**December 10, 2020**

Cheryl Bostick, President  
Ernestine Scott, Past President

Amber Boggs, President Elect  
Carl McDaniel, Treasurer

Valdivia Hall, Secretary

Cristina Alsop, Region 1  
VACANT, Region 1  
Angela Isbell, Region 2  
Monica Robinson, Region 2  
Kimberley Chandler, Region 3  
VACANT, Region 3

Evonne DeNome, Region 4  
Megan Moore, Region 4  
Jane Wright, Region 5  
Justin Grigg, Region 5  
Jennifer Dean, Region 6  
Emily Altizer, Region 6

Jennifer Hurt, Region 7  
Marcia Short, Region 7  
Pamela Eakes, Region 8  
Sherri Almond, Region 8  
Randall Johnson, DOE  
Lynn Sodat, VDOE

**Call to Order at 9:30 AM:** President C. Bostick called the meeting to order and presented the agenda for approval. A motion was made by M. Moore and seconded by K. Chandler to approve the agenda. All members voted affirmative.

**Members Absent:** Angela Isbell, Ernestine Scott, Evonne DeNome, Pamela Eakes, Valdivia Hall, Justin Grigg,

**Members Absent with Notice Prior:** E. Altizer

**Minutes – Valdivia Hall**

The minutes from the meeting dated November 12, 2020 were disseminated and reviewed. There was a motion made by C. Alsop and seconded by C. McDaniel that the minutes be approved. All members voted affirmative.

**President's Report – Cheryl Bostick**

- Board Representative Updates – Region 1 and 3 vacancies, recommendation for replacement submitted
- NAFEPA Board Updates
  - Annual Conference
    - Planning for Virtual Conference
    - Pre Conference March 14
    - Conference March 15 – 17
  - State Leadership Award Nominations due before January 15, 2021 (Lynn Sodat/Randall Johnson)
  - Scholarship Applications must be postmarked by Feb. 1, 2021
    - NAFEPA offers four scholarships annually - \$2,500 each
- Emeritus membership – retired, contributing to federal education programs (2 per year) Congratulations to Dr. Ernestine Scott, NAFEPA voted to grant her Emeritus Status
- Designed and conducted the VAFEPA Presenters Survey (included question of Board meeting time)  
Honorarium Results – 17 completed the survey, 15 agreed with offering 30% of honorarium, 1 disagreed, and 1 abstained from responding  
Meeting Time Results – 12 agreed with meeting time, 4 disagreed, and 1 abstained

**Treasurer’s Report – Carl McDaniel**

The treasurer’s report that was disseminated reflected deposits and expenditures from November 12, 2020 through December 10, 2020.

Checking Balance	\$ 6,268.20
Money Market Balance	\$ 14,225.04
Business Primary Share Balance	\$ 50.00

There was a motion made by A. Boggs to accept the Officers’ reports. The motion was seconded by M. Moore. The motion passed.

**Committee Reports**

**Conference Planning Committee - Amber Boggs, Chair**

Planning schedule for the next conference will be discussed by the committee. There was discussion on virtual versus in person events. Discussion included the option the host 2 events in 2 locations to accommodate both eastern and western regions.

**By-Laws – Ernestine Scott, Chair (Absent)**

No edits were submitted for the Bylaws. A vote will be held on the Bylaws at the next annual meeting in October 2021.

**Section 1: Attendance Requirements**

Attendance to regular monthly meetings of the VAFEPA Board to conduct association business is required for elected and appointed Board members. All board members and officers shall be permitted three absences of regular Board meetings during the fiscal year (November 1 through October 30). Board members will be notified in writing by the secretary when they have missed two meetings.

**Section 2: Action for Absences**

A member’s absence shall constitute a “notified absence” when the member, in advance of the meeting, informs the VAFEPA Secretary or President that the member will be absent. Absences due to unforeseen circumstances such as work -related responsibilities, illness or emergency shall qualify as a notified absence. Absences that are not reported constitute non-notified absence and may lead to member’s release from the board. The VAFEPA Secretary shall record attendance in the minutes and chart notified and non-notified absences involving reported or unreported notice. The VAFEPA Secretary shall notify members who missed three meetings that they will be reported to the full board for action. The secretary will report members with three absences from regular board meetings during the fiscal year to the Board at the meeting following the third occurrence.

**Section 3: Action for Extended Absences**

The VAFEPA Board of Directors shall evaluate participation of the Board members with three absences to determine their future status on the board. A decision to ask the member to resign from the Board must have the support of a majority of the Board of Directors.

**Scholarship Committee - Jane Wright**

Bostick provided NAFEPA packet and information to Wright. Applications will be provided to Wright and the committee for judging.

A motion was made by J. Wright to accept the committee reports. The motion was seconded by J. Hurt Motion passed.

**VDOE Report - Lynn Sodat**

Pending Superintendent Memos

Title I Comparability Report due date (February 5, 2021)

**VDOE Report – Randall Johnson**

Updates on Title II/IV

**Regional Reports**

Region 1 – Update/status of in-person versus virtual tutoring and distribution of CFR funds for hazard pay

Region 2 – Update/status of in-person versus virtual tutoring and distribution of CFR funds for hazard pay

Region 3 – Update/status of in-person versus virtual tutoring and distribution of CFR funds for hazard pay

Region 4 – Update/status of in-person versus virtual tutoring and distribution of CFR funds for hazard pay

Region 5 – Update/status of in-person versus virtual tutoring and distribution of CFR funds for hazard pay

Region 6 – No report

Region 7 – Update/status of in-person versus virtual tutoring and distribution of CFR funds for hazard pay

Region 8 – No report

A motion was made by K. Chandler to accept Region reports. The motion was seconded by C. Alsop. Motion passed.

**Old Business**

None

There was a motion made by M. Moore to adjourn the meeting. The motion was seconded by C. McDaniel. The meeting was adjourned at 10:23 A.M.

Respectfully Submitted,  
Cheryl Bostick  
VAFEPA President