

Virginia Association of Federal Education Program Administrators Board of Directors' Meeting Minutes

October 10, 2019

Cheryl P. Bostick, President
Carl McDaniel, Treasurer
Vacant, Region 1
Candy Llewellyn, Region 1
Angela Isbell, Region 2
Laura Estes, Region 2
Vacant, Region 3
Roxana McCarthy, Region 3

Amber Boggs, President Elect
Ernestine Scott, Past President
Vacant, Region 4
Megan Moore, Region 4
Jane Wright, Region 5
Vacant, Region 5
Jennifer Dean, Region 6
Emily Altizer, Region 6

Valdivia Hall, Secretary

Jennifer Hurt, Region 7
Marcia Shortt, Region 7
Pamela Eakes, Region 8
Chip Jones, Region 8
Randall Johnson, VDOE
Lynn Sodat, VDOE

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

In Attendance: Cheryl Bostick, Amber Boggs, Carl McDaniel, Ernestine Scott, Roxana Bades McCarthy, Jennifer Dean, Megan Moore, Marcia Shortt, Pamela Eakes, Randall Johnson, Lynn Sodat

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

Minutes – Valdivia Hall

There was a motion by Marcia Shortt to approve the minutes. The motion was seconded by Ernestine Scott. The motion passed.

President's Report – Cheryl Bostick

- Board Representative Updates – Please submit recommendations for Board Representatives Region 5 and 6. We will be recruiting during the one day events.
 - We've added Alsop for Region 1 and Evonne DeNome for Region 4. The current coordinators contact list will be distributed by Region for communication and recruitment of members in Region 3 and 5. They are both presenters for the one day training events.
 - I've distributed the contact lists by Region. Please remove the last 5 entities from Region 8's list.
- NAFEPA Board Updates
 - The Past President and I attended the NAFEPA Board of Directors' Fall Retreat in Washington, DC. September 27-29, 2019. I am on the Finance Committee. Scott is on the Awards Committee.
 - Save the Date - NAFEPA Conference is March 15-18, 2020
 - Take-aways
 - Encourage membership to open the NAFEPA Connection and watch the video
 - Your responses can help steer the national conversation
 - Title IV, Part A – is it an instructional program or safety program? On October 8th, ED announced \$71.6 million in new funding to enhance safety and improve student access to mental health resources for particular districts Schools
 - VA reported 153 members, makes up 5% of NAFEPA, 10 members attended the NAFEPA conference, 22 members completed the Title IV, Part A survey
- Advice for VAFEPA
 - Ask for 501c3 or 501c6 and a 990

- Share treasurer template(s) with the VAFEPA Treasurer
- Pay your Treasurer \$600 per year
 - Discussion – Our Treasurer handles event registration, other organizations pay a stipend for registration services. The webmaster receives a stipend. We do not want to exceed the threshold for paid staff/Board members, which may violate our non-profit status. Research the threshold for Board member stipends/payments.
- President and Past Presidents are on bank institutions
 - Discussion – Update banking institutions’ signature card with current Executive officers (President, Past President, President-elect)
- CPA compilation of funds analysis (comparing year to year trends)
- Signature cards for new officers (Treasurer, President and President-elect)
 - Discussion – we’ve used an accountant in the past to audit our records, we will obtain needed documents and maintain appropriate records
- Photos for Website – Two photos have been received. There will be a photo opportunity during upcoming training events.

A motion was made to accept the president’s report by Megan Moore. Amber Boggs seconded the motion. Motion passed.

Treasurer’s Report – Carl McDaniel

The treasurer’s was presented by the Carl McDaniel. A motion was made by Amber Boggs to accept the treasurer’s report. The motion was seconded by Marcia Short. The motion passed.

September BALANCES 2019		October BALANCES 2019	
2019 Checking Balance	\$ 9,895.33	2019 Checking Balance	\$ 5,535.78
2019 Money Market Balance	\$ 16,104.49	2019 Money Market Balance	\$ 16,117.66
2019 Business Primary Balance	\$ 50.00	2019 Business Primary Balance	\$ 50.00
GRAND TOTAL:	\$ 26,049.82	GRAND TOTAL:	\$ 21,703.44

Committee Reports

- 2019 Training Event Committee Amber Boggs/Cheryl Bostick
 Training Christiansburg October 15, 2019 - 49 of the 75 slots filled as of 10/7/19
 Training Richmond October 22, 2019 – 71 of the 90 slots filled as of 10/7/19
 Carl has the books that are to be given to the first 50 registrants as well as the books per participant. Carl will have greeting card and gift card for retirees.
- 2019 VAFEPA Regional Leadership Award
 Three nomination has been submitted: Amber Boggs, Emily Altizer, and Wilbur Ware
 Scott will contact Ware. Bostick will secure the leadership awards for winners.
- 2020 Conference Committee – Amber Boggs/Cheryl Bostick
 Location/Contract: Sheraton Tysons Hotel in Tysons, Virginia (Fairfax County)
 Secured Keynotes: Dr. Lane, D Steele and V Windrow. Dates will be assigned later

A motion was made to accept the committee reports by Ernestine Scott. Carl McDaniel seconded the motion. Motion passed.

VDOE Report- Dr. Randall Johnson

- Sending notices to districts regarding the spend down of 2017-18 funds
- Title IV, Part B Coordinators Event was held

VDOE Report- Dr. Lynn Sodat

- Superintendent notice of allocation and carryover will be communicated.

- 2018-19: Title I, Part C increase was less than \$6K, small increase in Title I, Part A funds due to unused bypass funds; look for correspondence within the next 3 weeks
- 2019-20: Title I, Part A decrease will be absorbed by the state set-aside
- Small number of districts have been identified to receive notice regarding failure to spend down 85% of Title I and Title V funds (Certification form). There may be a re-allocation notice in November.
- Virginia's ESSA Amendment was approved. It will be posted on the website.
- Superintendent's email regarding chronic absenteeism, math targets and graduation rates will be disseminated
- School Quality Profiles have been updated
 - Small number of districts identified for improvement
- Questions – Deadline for Title I Distinguished School Award – VDOE Strictly adheres to deadline communicated by the ESEA Network

A motion was made to accept the VDOE report by Roxana Moore. Amber Boggs seconded the motion. Motion passed.

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

Retirees Recognition - Boggs will contact retirees who are to be recognized during the training events.

New Business

Membership Development – regional awards should be advertised more to increase membership and participation

Annual Budget is needed to monitor spending – Bostick and McDaniel will discuss the budget and share at a later time

2020 Conference Rate – can't determine the rate yet until all expenses have been determined
 Bostick will discuss the VDOE time slots with Sodat per input from conference participants and share adjustments at a later time

A motion was made by Amber Boggs and seconded by Randall Johnson to adjourn the meeting. Motion passed.

Adjournment 10:56 a.m.

Respectfully submitted,
 Cheryl Bostick