Virginia Association of Federal Education Program Administrators

Board of Directors’ Meeting Minutes

November 14, 2019

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

Carl McDaniel, Treasurer Ernestine Scott, Past President

Cristina Alsop, Region 1 Evonne DeNome, 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, Amber Boggs, Ernestine Scott, Valdivia Hall, Randall Johnson, Marcia Shortt, Lynn Sodat, Cristina Alsop, Laura Estes, Megan Moore, and Pamela Eakes.

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. Cristina Alsop seconded the motion. Motion passed.

Minutes – Valdivia Hall

There was a motion by Meagan Moore to approve the minutes. The motion was seconded by Valdivia Hall. The motion passed.

President’s Report – Cheryl Bostick

* Board Representative Updates – Kimberley Chandler of Essex County Public Schools expressed interest for the Region 3 vacancy. The letter of notification of Chandler’s appointment has been prepared for the ECPS Superintendent. Region V is vacant. We hope to fill that position soon considering the VAFEPA 2020 Conference location at Tyson’s Corner.
* NAFEPA Board Updates
	+ Registration is open - NAFEPA Conference is March 15-18, 2020 – Virginia has already begun to register. The Early Bird cost is [$545 for members]; $645 for nonmembers
	+ Scott and Bostick attended the NAFEPA Board meeting on October 25
		- In the event of a contract cancellation NAFEPA is solvent
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	+ Board Meeting on November 21, 2019. Dave and Doug will present on advocacy prior to the meeting. We want to take advantage of the conference location in proximity to our nation’s capital. However, we do not want to violate any advocacy restrictions as many of our positions are funded by federal program dollars.
	+ Scholarship Committee provided documents. VAFEPA can submit 2 nominations as a result of our membership exceeding 100. We submitted 2 scholarship nominations for the 2018-19 school year and we had a NAFEPA winner. Applications are due February 1, 2020. Request volunteers for the scholarship committee.

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

The treasurer’s was presented by the president, Cheryl Bostick. A motion was made by Ernestine Scott to accept the treasurer’s report. The motion was seconded by Valdivia Hall. The motion passed.

 **October BALANCES 2019 November BALANCES 2019**

|  |  |  |  |
| --- | --- | --- | --- |
| **2019** Checking Balance |  $ 5,535.78 | **2019** Checking Balance |  $ 5,535.78 |
| **2019** Money Market Balance |  $ 16,117.66  | **2019** Money Market Balance |  $ 16,131.28 |
| **2019** Business Primary Balance |  $ 50.00  | **2019** Business Primary Balance |  $ 50.00  |
| **GRAND TOTAL:** |  **$ 21,703.44** | **GRAND TOTAL:** |  **$ 21,717.06** |

Committee Reports

* 2019 Training Event Committee Amber Boggs

All events went well. Training was engaging. The locations were extremely suitable.

* VAFEPA 2020 Conference

Tysons Corner has been locked in and there has been contact with the main speaker. There was a suggestion to establish conference sub-committees and allow members to sign up for the various committees.

* There was a discussion about individuals registered to attend the conference but ended up being a “no show.” A refund deadline should be established, and published in the registration packet. There was a motion made by Cristina Alsop and seconded by Ernestine Scott to add the refund deadline to the registration packet. The motion was passed.

VDOE Report- Dr. Lynn Sodat

* Title I Certification of Obligation forms are due (for applicable divisions) on November 15.
* Adjusted Title I FFY 2018 allocations will be provided in late November/early December.
* The annual Title I Comparability Report will be announced in late November/Early December.
* The Title III Statewide Consortium Conference will be held on November 18-19.
* Federal Program Coordinators will receive an email about the National ESEA Conference on February 4-7 in Atlanta, GA.

VDOE Report- Dr. Randall Johnson

* Updated pictures and email addresses need to be loaded to the website.

A motion was made by Cristina Alsop and seconded by Cheryl Bostick to accept the state report. Motion passed.

Regional Reports

Region 1 – No report

Region 2 – Next meeting scheduled for November 15. Plans are underway for 1 day professional development conference.

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

* There is a need to update website with new board members photos.
* Former members will receive membership forms by email.

New Business

* There was a motion made by Megan Moore to establish a members’ only section on the VAFEPA website. The motion was seconded by Laura Estes. The motion passed.

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

Next Meeting December 12, 2019

Adjournment 10:19 AM

Respectfully submitted,
Valdivia Hall

VAFEPA Secretary