The Louisiana Council for Exceptional Children Executive Committee meeting of June 8, 2019 at Southeastern LA University in Hammond was called to order at 10:38 am by President Ashlie Allardyce. The following committee members were present: Keita Wilson, Leslie Ortiz, Colleen Klein-Ezell, Emma Beckers, Gerlinde Beckers, Allie Boquet, Maggi Bienvenu, Matthew Caillet, and Donna Wadsworth. Sarah Lemaire participated in the meeting electronically. The minutes of the last committee meeting, February 26, were reviewed. G Beckers moved the minutes be accepted with spelling corrections of names. The motion was seconded by K Wilson. Motion passed.

* Maggi Bienvenu, **treasurer** presented her report. The following balances were reported: Operational-$12,980.36, Super Conference $21,658.94, and Savings - $71, 045.94. The membership rebate of $1500 was received and deposited in savings. C. Klein-Ezell moved the report be accepted and was seconded by G. Beckers. Motion passed
* No **membership** report was given
* President A. Allardyce reported from **newsletter** editor – Mandy Roy that the summer newsletter was complete and would be disseminated soon.
* Allie Boquet, **Governmental Relations** Chair, reported she would be attending CEC Legislative Summit in July in Washington DC and that she was using Constant Contact to disseminated information to members
* Report on **Publicity and Awards** was made by G. Beckers and A. Allardyce. Professional CEC Awards are due to national on July 15, 2019. Yes I Can Awards are due September 11, 2019.
* G. Beckers along with SCEC Board Members will assume this year responsibility for awards/publicity in 2019-20.
* G. Beckers will submit the 2019 winners.
* A. Allardyce will present Carol Ezernack her award for special education leadership since she was unable to attend Super Conference at the Calcasieu School Board Meeting.
* A. Allardyce reported that we still needed a **Constitution** Chair for the Committee. The position has traditionally been served by a past CEC President but that all of the past presidents who were still involved had other positions and responsibilities. It was suggested that this year we pilot having all past presidents currently serving on the board serve as the constitution committee and provide as needed in each meeting guidance and interpretation of the constitution and policy/procedure manual. G. Beckers stated that the constitution committee should also make sure that the executive committee operates according to *Roberts Rules of Order.* The motion to try this pilot was made by G Beckers and seconded by C. Klein-Ezell. Motion passed. Current executive members who are also past presidents to serve on this constitution committee are: C. Klein-Ezell, Chantal Gibson, G. Beckers, B. Buckelew, M. Chastant-Huval, and D. Wadsworth.
* A motion was made by G. Beckers and seconded by L. Ortiz to purchase 5 paperback copies of *Roberts Rules of Order* to be used by the constitution committee and passed on each year. Motion was passed.
* **Finance** Committee Report was given by D. Wadsworth – Finance Chair.

-The net profit for Super Conference 2019 was $7268.18. This was an increase from last year’s profit of $2742.32.

-The finance committee requested permission to combine the super conference and operating checking accounts into one. The CPA was consulted and stated that the move would not present any problems as the use of Quick books keeps both categories separate as to income and expense. M. Caillet moved and G. Beckers seconded the motion to combine checking accounts at the end of this calendar year – December 31, 2019.

-Requested guidance on the continued use of Constant Contact. At the last board meeting it was decided to try it another 3 months. Current cost is @ $48/month. After some discussion it was moved by G. Beckers and seconded by A. Boquet to continue with Constant Contact and to amend the operating budget to include this expense.

-Finance Committee requested that the Executive Committee delay setting the registration fees for the next Super Conference until costs for the new format can be projected. No formal vote was taken but consensus was that this was acceptable.

 - K. Wilson moved and G. Beckers seconded that the finance report be accepted. Motion passed.

* Leslie Ortiz reported that the forms for applying for **Scholarships and Mini-Grants** will be updated. L. Ortiz has agreed with board approval to be both vice president and mentor to the new scholarship and mini-grants chair. President Allardyce reported that she is in the process of finalizing selection of a person for this position. A motion to accept the report was made by G. Beckers and seconded by M. Bienvenu. Motion passed.
* C. Klein-Ezell had no formal report for **SCEC**. SCEC will continue to take responsibility for Cover-Art for Super Conference as well as assist G. Beckers in the Publicity and Awards activities. It was reported that UL Lafayette will have a new student president in the fall as their current person had dropped out of school.
* President Allardyce reported that she had not received a report from the **Ad Hoc** Chair or a summary of the evaluations of super conference. She will request that information for the August meeting.
* President Allardyce presented the following names for appointment as new committee chairs:
* C. Klein-Ezell – SCEC Advisor, G. Beckers as Awards & Publicity, M. Chastant-Huval – Diversity, Scholarship & Mini-Grant to be named. Jade Viator, Kaitlyn , Matthew Caillet will serve as Technology Committee (website and facebook pages). G. Beckers moved and M. Caillet seconded that the nominations be approved. Motion passed.
* It was reported by M. Bienvenu and D. Wadsworth that the domain name has been renewed with ”Go Daddy”.
* Discussion regarding photo releases and disclaimers occurred. M. Caillet will disseminate to executive committee a sample disclaimer that could be used on registration form, program book, and policies/procedures manual. Executive committee will vote on exact wording.
* President Allardyce presented two possible technology programs to improve the group’s communication and to facilitate meetings. The group agreed to try both. Group Me will be set up to facilitate better communication between meetings and Zoom will be tried for the August executive committee meeting. Neither application will cost CEC.
* Super Conference was discussed next. The proposed theme for the next conference was discussed. A motion was made by G. Beckers and seconded by M. Caillet that it be “Let

Education Shine at Super Conference 39.” Motion passed.

* Suggestions for a keynote speaker should be given to A. Allardyce.
* Vendor contract forms will be reviewed and revised by K. Wilson and L. Ortiz. M. Bienvenu and D. Wadsworth will provide suggestions to these persons and executive committee regarding vendor prices for one day conference.
* Possible ideas for conference schedule and format for both Sunday and Monday were discussed. -Awards ceremony will still be Sunday afternoon followed by reception.

-Sunday evening will start the conference with possible poster sessions and “Sundaes on Sunday”. D. Wadsworth will check with Cajundome about contract’s starting times on Sunday, Sundaes, and extending time on Monday to incorporate 7 sessions on Monday. The keynote speaker would be 45 minutes long followed by 7 – 50 minute sessions. This will be discussed further at August meeting.

* President A. Allardyce proposed minor changes in wording of policies and procedures manual on page 19 and page 20. G. Beckers moved and C. Klein-Ezell seconded a motion to accept these changes. Motion passed. Updated annual changes will be posted on website.
* President Allardyce will send a doodle poll for the date of August, October, and December meetings
* Meeting was adjourned at 12:30

Minutes written by

D. Wadsworth and S. Lemaire