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ASSOCIATION OF TEACHER EDUCATORS MINUTES OF MEETING

Spring 2024 Quarterly Board of Directors Meeting
May 14, 2024, 3:00 PM EST
Online Meeting held by Video Conference

Call to Order

A meeting of the Association of Teacher Educators (ATE) Board of Directors was called to order at 3:01 pm EST on Tuesday, May 14, 2024, via online Zoom session by ATE Board President, Cheryl Torrez.

Roll Call

Board Member Attendance:

Cheryl Torrez, *President (2024-2025) Present*
Jon Yoshioka, *Past President (2023-2024) Present*
Jennifer Young Wallace, *1st Vice President (2025-2026) Present*
Valerie Wright, *2nd Vice President (2026-27) Present*
Thomas Conway, *College/University Rep. (2027) Present*
Barbara Purdum-Cassidy, *College/University Rep. (2026) Present*
Terrell Brown, *At Large Rep. (2026) Present*
John McConnell, *At Large Rep (2025) Present*
Aiyana Henry, *At Large Rep. (2025) Absent*
Vince O'Neill, *School Based Rep. (2027) Present*
Ray Francis, *CUP Rep. (2025) Present*
Rebecca Frederickson, *At Large Rep (2025)*
Alisa Chapman, *Executive Director, Present*

Other Attendees:

Robin Leonard, *ATE Director of Membership*

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Executive Director's Report

Executive Director Chapman thanked President Torrez and the Board of Directors for their contributions of time and leadership to the Association, and for continued support of the collective work of everyone in the ATE national office. She reported on the following ATE items:

- Expressed appreciation of ATE staff, ADS, and other ATE volunteers, including the SC24 Planning Committee and Co-Chairs Lori Fulton and Nancy Gallivan for their work on behalf of ATE.
- Shared the national office is close to wrapping up AM24 – Anaheim business. A profit-loss statement for the conference event will be provided at the next quarterly meeting. The registration goal was 450 (hard to determine because of the Easter holiday and CA location). She reported there were 642 registrations – almost 200 more than the established goal. Of the 642, 30 were K12 one-day passes. She reminded the Board they set a high registration price for non-members to encourage new memberships. This strategy seemed to work. There was a large bump in membership and 53 individuals chose to pay the high non-member rate to attend AM24.
- Noted the national office has turned their focus to SC24. They are obtaining AV and shipping quotes, renewing the Eventpedia app contract, updating the SC23 website, and preparing to open registration for SC24 later in the week.
- Updated the Board on her participation on the CCSSO Nation TOY Selection Committee. In April (4-3-24), Missy Testerman was named the 2024 NTOY. Missy is from a rural Appalachian community Rogersville, TN where she serves as an ESL specialist – formerly a K-8 ESL teacher. In honor of the 2024 NTOY, Dr. Jill Biden hosted the first ever White House State Dinner. Selection Committee members were invited to this black-tie event held on May 2nd. Executive Director Chapman was honored to be invited and attend the White House event. The President and Dr. Biden, all State TOYS, and many dignitaries were in attendance. (NTOY event photos provided as attachment to minutes)

Special Appointment by President Cheryl Torrez

President Torrez shared with the Board her appointment of Vince O'Neill to K-12 School Representative Rep (2028) for a three-year and as an Executive officer of the Board. Additionally, President Torrez announced her appointment of Rebecca Frederickson to serve the remainder of the term in the At Large Representative (2025) seat vacated by O'Neill -- a period of one year.

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Consent Agenda

The Board minutes for the February 13, 2024 meeting were approved with one modification. The term of service for Terrell Brown and Barbara Purdum-Cassidy was corrected in the Board Member attendance section of the minutes.

Committee Reports

Conference Updates

A written report was provided by ADS John McIntyre. Of note, there are 41 proposal submission for ATE's Summer Conference (SC24) in Denver. The hope is for proposal submissions to increase. Keynote speakers for SC24 are set.

Election & Nomination | Election Results

Executive Director Chapman reported the 2024 election results as follows:

- Valerie Wright, 2nd Vice President
- Lori Fulton, At Large Representative (2025-2028)
- Romena Holbert, At Large Representative (2025-2028)
- Christina Ralston, At Large Representative (2025-2028)

Valerie Wright's term as 2nd Vice President begins immediately. The At large Representatives begin their term at the conclusion of ATE's Annual Meeting in New Orleans, Louisiana.

ADS AM24 Reports (Informational)

Executive Director Chapman noted the following annual reports from Association Development Specialists are posted with the Board material for their review:

- Director of Meetings (John McIntyre, ADS)
- Food & Beverages (Linda W. Fisher, ADS)
- Exhibits, Ads & Sponsorship (Ed Pultorak, ADS)
- Special Interest Group (Regina Mistretta, ADS)

Membership Report

Executive Director Chapman reported that membership is 1366 – down by February 2024 meeting since and up by 256 a year ago. The overall increase is in part due to the Board setting AM24 conference registration rate so that it clearly makes sense to join ATE before registering for the conference. ATE's partnership with Towson University has contributed to the increase as well. The Q1 and Q2 decline is a typical cycle between conference events.

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Financial Reports

Executive Director Chapman reported on ATE's Account Balances, 2023-2024 Income-Expenses YTD:

- Review of Account Balances Report FY 2023-24
 - Total across all reserve accounts \$357,732.92.
 - LFTE Investment Account – As of our most recent quarterly statement (April 2024), the account was at \$590,516. The investment account averages about \$10,500 in interest a year.
 - Main Checking Acct Balance as of (5/14/24) is \$262,997.04. Most of the major annual expenses have been paid. Insurance will be due in a month. The AM24 hotel bill is paid.
- Review of 2023-24 Income-Expense Report YTD
 - Revenue will pick up when we open SC24 event registration.

Old Business

ATE Merchandise Pilot Update

Executive Director Chapman, reporting on behalf of Aiyana Henry, shared a brief update on the ATE merchandise pilot with Massive Graphics. ATE received \$138.00 in revenue from the AM24 pilot. This amount is listed on the Income-Expense report in the financial data presented to the Board. There was a total of 43 items sold. While the minimum order requirements were not met, Massive Graphic agreed to complete the orders and ship items. The Board expressed interest in a second pilot at ATE's SC24 and AM25 conference if the company is willing to work with us.

Work Group on Committee Transitions

Executive Director Chapman reported that a Work Group on Committee Transitions was formed following the Board strategic planning session at AM24 in Anaheim. The following individuals will serve on the Work Group: Christina Ralston, Rebecca Wentworth, Sunny Styles-Foster, Ed Pultorak, Patricia Tate, Amanda Rudolph, Judy Beck, Barbara Purdum-Cassidy, and Linda Austin. Second Vice President Wallace expressed interest in serving on the Work Group and asked that a copy of the survey be shared with the Board. In addition to the Work Group formation, a survey was sent to each of the current Committee Chairs, seeking input to help inform the Board as they develop a plan for the transition of committees to align with the newly revised Bylaws.

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Board of Directors AM24 Strategic Planning Session

Executive Director Chapman reported on a request for a registration refund to ATE's 2024 Annual Meeting for an individual who could not attend due to an unforeseen family health issue. The Board agreed to the refund given the circumstance presented.

New Business

Overview of Book Review Process | PPC

The Chair of ATE's Professional Publications Committee (PPC), Laila Richmond, reported to the Board on updates to the book proposal review process. The application and guidelines for this process are available on ATE's website. The PPC reviews two to three book proposals annually. The last three proposals were ATE work group, committee or commission related proposals. For each proposal review, there are three PPC committee reviewers. The PPC utilizes a rubric for the review process.

Update on Editorship | Action

ATE PPC Chair Laila Richmond provided a brief update to the Board on the status of the editorship for ATE's journal Action in Teacher Education. The PPC has received one application that is under review. The PPC is scheduled to meet next week to discuss the editorship application. The Committee is looking at how they can make the journal editorship more attractive so that more individuals & institutions will apply. The PPC has received input from the current editorial team on ways to make the job more attractive. Currently, ATE provides each editorial team a \$2,000 in-kind stipend that can be applied toward conference registration and/or hotel room nights at ATE's Annual Meeting.

Rowman & Littlefield Contract Review

Executive Director Chapman and PPC Chair Laila Richmond recently met with ATE's new contact at Rowman & Littlefield (R&L), Nathan Davidson. Nathan has advised updating the ATE – R&L Contract for book publications. The current contract is dated and was signed in 2004. The current contract terms make it difficult to provide the best price point and marketing for ATE book publications. A draft revised contract was shared with the Board for discussion. One revision in the contract is royalties for the Association, currently set at 10% and proposed for 3% in the revised contract. With this adjustment, the price point for books can be lowered and more books will be sold. There is no change to the author's royalty in the revised contract. It remains at 10%.

SIG Dissolutions

Executive Director Chapman commented on the language in Article VIII – Special Interest Groups of ATE's current Bylaws (Pg 23) that states a "SIG will [or can] automatically be dissolved

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if the membership in the SIG drops below the number outlined (10 or more).” There are currently two SIGs that meet this criterion in the Bylaws. Additionally, these two SIGs are no longer active and have not provided annual requests for information by ADS Regina Mistretta or met for the last Annual Meeting and Summer Conference. For these reasons, the *Professional Development Site Partnerships SIG* and the *Exemplary Supervisory Practices SIG* have been dissolved and removed from ATE’s website.

Proposed SIG – Social Studies

Executive Director Chapman highlighted information from the proposal to establish a new Social Studies. This request was moved forward to the Board by ADS Regina Mistretta. The Social Studies SIG will promote the preparation and sustainability of Social Studies teachers of all levels. The proposed Chair for the Social Studies SIG is Amber Godwin. The Board voted to approve the new Social Studies SIG.

Closed Session

Past President’s Report

Past President Yoshioka thanked the Board for their time, effort and contributions to the association. He asked the Board to reach out to colleagues and ATE members to encourage their attendance at ATE’s 2024 Summer Conference in Denver, Colorado.

President’s Report

President Torrez commented to the Board that the Give Back to Education Program Policy needed a rubric. She will be following up on this task. She conveyed that ATE’s 2024 Summer Conference in Denver was almost “ready to go.” The last day of the conference will look different from previous conferences. There will not be Presidents’ brunch, however there will be a gathering on the last day of the conference. President Torrez asked the Board for help with identifying for venues, other than hotels, for future summer conference. She also shared that she is encouraging SIGs to think about the ways they can be active throughout the year rather than only at ATE conference.

Adjourn

The meeting was adjourned at 5:30 p.m. ET by President Torrez

Draft Minutes submitted by: Robin C Leonard

Date: 5/15/2024

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