

Agenda and Robin's Notes

When: Thursday, January 21, 2010, 9:00 AM to 10:30 AM

Where: Electronic GotoMeeting Format



The Illinois Subdivision of the Division for
Early Childhood (IDEC) of the Council for Exceptional Children (CEC)

OUR MISSION

The Division for Early Childhood promotes policies and advances evidence-based practices that support families and enhance the optimal development of young children birth through age eight who have or are at risk for developmental delays and disabilities.

AGENDA

Carol Weisheit, SAV co-chair, was available to chat with us, so we talked about her follow-up from the SAV conference, the SAV debriefing meeting in December, and activities so far in January. Last year's SAV co-chair Jennifer Wallberg and Sharon Doubet, the SAV cochair for 2011 and 2013 were not available.

Carol Weisheit:

- A. Carol and Sharon developed an RFP (Request for Proposals) for the Convention Planner position, as Susan Ferry has decided to retire. Sharon and Carol developed the RFP based on the first contract that had been written with Susan. Currently, Tom Renk and Barbara Hale and have filed proposals; we are waiting for Norma Gerrish to file a proposal and two other people have declined the opportunity to submit one. The deadline was yesterday 91-20-10), and we have not heard from Norma. If no further questions, we will ask Carol about the contract.
- B. Carol has dropped off the signed contracts for SAV 2011 and 2013 to the Crowne Plaza. She is waiting for Sarah, the contract manager at the Crowne Plaza, to make the final changes in the typed format.
- C. We agreed to get rid of the stationery and envelopes Susan still has that have her address on them.
- D. Question about what to do with the boxes: The boxes may be full of evaluations, since SAV is an approved provider.[follow-up e-mail on 1-22-10 from Pam indicates that "The CPDU providers evaluations must be kept for 3 years. They can also be stored electronically."]
Joyce says that she can take them, at least temporarily. I will call Susan on Friday 1-22-10 and see how we get them from Susan to Joyce. We will get off-site storage if it becomes more than 3 months. We should shred anything we don't need and only scan those we do need to keep. Mary-alayne also has few boxes from SAV 2007 and 2009 that we need to warehouse. Phone line; consensus is to disconnect it. Has Susan been taken off of the banking? Robin will follow-up.
- E. Question about Presenter Evaluations for SAV 2009: Mary-alayne will proof it this weekend; we are double checking what was in the contract for Susan. Mary-alayne felt that this was something that was in Susan's contract, so Robin will ensure that it was in the contract and that this gets done. Mary-alayne had told Susan that she would be ready to send it out in March, so she is really a little bit early with this. This is all electronic, so it should be fairly easy for her to do this. It goes into some kind of form letter.

I. Overview of the Meeting

- A. Call the meeting to order; meeting called to order 9:20 AM.
In attendance for at least part of the meeting: Bernie, Nasiah, Debbie, Joyce, Kathy, LaShorage, Linda, Lynette, Mary, Mary-alayne, Maureen, Robin, Mojdeh, Pam. Not present: Jennifer, Donna, Nancy, Amy, Wu-Ying, and Sharon.
- B. Adoption of agenda for this meeting

- C. Adoption of minutes from last meeting; two corrections on Camille Catlett and Connie Shugart (see attached revised minutes)

II. Executive Board Reports:

- A. President: Robin Miller Young
1. Robin continues to forward e-mails to the list-serv, work to close-out the SAV conference,
- B. President Elect: Nasiah Cirincione-Ulezi
- C. Vice President: Mojdeh Bayat
1. Mojdeh continues to represent IDEC at the ICEC meetings. No other special activities to report.
- D. Past President: Julie Evans
1. No specific report.
- E. Secretary: Kathy Welsh
1. See minutes that were adopted; great job Kathy!
- F. Treasurer: Wu-Ying Hsieh
1. See separate report that will be attached to the minutes. Great job, Wu-Ying!

III. IDEC Standing Committees:

- A. Membership Committee: Sharon Doubet, Chairperson
1. No formal report today.
- B. Publications Committee: Linda Robinson, Chairperson
1. Last issue went out before Christmas.
February 20th is the deadline for the issue that will go out March 1st. Can Joyce do an article on the ECO? Linda will send out a reminder to the list-serv to ask for articles. She welcomes any material, small and large, that would be of interest to the readers. She has someone in mind who she saw at the administrators conference who can do something of interest; Debbie will do something on CAN as well! Linda said she would like to promote it more outside of IDEC and wants to know how we can use it to promote people being involved. Should Joyce hold off on an article until after the stake-holders meeting? Yes, we can wait until after March 4th.
- C. Governmental Relations: Children's Action Network (CAN): Deborah Bruns, Chairperson
1. She is forwarding e-mails as she receives them regarding advocacy efforts. She wants to know, via text, if anyone has any questions. No questions came up. Thanks Debbie! We appreciate your efforts to keep us, and all the IDEC members, informed.
- D. Family Participation Committee: Maureen Lowry-Fritz, Chairperson
1. She has said that this may be her last term! She is moving forward to do work with a publishing company for people with disabilities and may not have time to be a part of IDEC. It will be up to Nasiah who becomes President over the summer, to appoint someone to be the new chairperson of this committee for 2010-2011.
- E. Student Committee: LaShorage Shaffer, Chairperson
1. No specific report; we need to get more students to submit to the IDEC newsletter.
- F. 2009 Sharing A Vision Conference Co-Chair: Jennifer Loncola Walberg
2011 and 2013 Sharing A Vision Conference Co-Chair: Sharon Doubet
1. SAV follow-ups:
a. SAV letterhead (with my address) and 7 boxes of SAV envelopes (with my address).
b. Boxes of conference files
c. Phone that Susan has.
d. Conference Planner

***See information on the conference, typed at the top of the page. ***

IV Ad Hoc Committees, includes Liaisons (09-10);

A. Jeanette McCollum Service to the Field Award (Current): Mary-alayne Hughes
(Since Past President at time of SAV09 planning started)

1. Mary-alayne has the “call for nominations” for the JAM award; paper and an electronic copy so that whoever does it for the next conference can use these materials.

B. Nominations and Elections Committee: Julie Evans, Chairperson

1. Nominations and Elections process up-date

The Nominations process is pretty clearly outlined in the by-laws. Julie has to solicit nominations from the entire membership; there needs to be a committee, there needs to be a posting on the list-serv, and putting out to the special ed. Coordinators (Pam can help) , and put it into the newsletter. We need nominations for Vice President and Treasurer; the cold calls to people who might like to do this has worked well. Wu-ying just moved all the accounts to Chicago . . . we may want to look for someone who is in Chicago. Our accountant is in Champaign-Urbana, which is OK. Lynette: I think continuity is a big piece; it would be helpful to have someone who has history with SAV, IDEC, etc. Joyce – put it into the committee hands. Julie needs to create a committee, look at the notes that Mary-alayne will send, and check the bylaws.

C. Past Presidents Advisory Council: Bernadette (Bernie) Laumann, Chairperson

1. No special report.

D. Liaison to Illinois Council for Exceptional Children (ICEC): Mojdeh Bayat

1. No special report; Mojdeh keeps in touch with IDEC on our behalf.

E. Liaison to Illinois State Board of Education (ISBE): Pam Reising-Rechner

1. People are feeling a lot of anxiety about money for the Pre-K and PFA. She fields a lot of calls about this topic. People are wondering if they should let their teachers go or not. Unfortunately, she doesn't have any new information. The proposed budget would put the money to the pre-2009 levels (before the 10% cut we experienced for the 09-10 school year).
2. The Annual Performance Report (APR) will be sent to OSEP. It will include an update of Indicator 6 (EC LRE); ISBE has not had to report those data to OSEP for a few years, so there is nothing in the report on that indicator. This is the first year ISBE has had to report (Indicator 7) so ISBE had to develop targets/baseline and they will be up on the website. Pam and ISBE staff will be talking about the indicator at the March 4th meeting (EC Coordinators' Meeting?). Indicator 12 =- transition; Pam is not expecting any changes from what was reported last year (98.3% in compliance). The APR is due 2-1-10 and ISBE would submit it 1-31-10.
3. Kay Henderson is the ISBE point person on the topic of the proposed Bilingual Preschool Rules and Regulations. Some GB members have already submitted written comments on the concerns during the “open comments” period. Joyce feels that it is important for IDEC to make a statement on this. One of the key pieces is implementation on certification; Joyce thinks that something came from CEC, but we cannot ascertain that. Lynette has a comment too: the president (Robin), Joyce and Donna could be consultants on writing the letter. Robin could write a letter on behalf of IDEC, and then get consensus from the GB members to submit it. So the board understands the issues as well. Comments from Mary: she believes that IDEC should come out with opinions on various topics; we may want to have Illinois AEYC support us n this too, We should be thinking of this for all of our advocacy efforts; like the joint statement on inclusion. How to make advocacy efforts a stronger part of our IDEC identity. We can put something out on the list-serv to see what comments would IDEC members like to add. Great idea!

F. Liaison to ISBE Workgroup on RtI: Donna Nylander

1. No specific report at this time.
- G. Liaison to ISBE Workgroup on Early Childhood Outcomes (ECO: Joyce Senters)
 1. More reporting after the stakeholders meeting.
- H. Liaison to IAASE (Illinois Alliance of Administrators of Special Education): Nancy Kind
 1. No report at this time.
- I. Liaison to ECSE Faculty: Lynette Chandler
 1. No report
- J. Liaison to the (NAEYC); At-Risk & Special Needs Interest Forum: Mary Wonderlick
 1. Commitment of IDEC members to do the "Stop by and ask" at Illinois AEYC. Mary is hoping for a commitment from someone to come and be a part of the AEYC conference; October 1st and 2nd, 2010/ We want a whole track on inclusion, meeting the needs of children with disabilities, that support our joint work.
- K. Liaison to DEC: Amy Santos
 1. No report

V Concluding Actions

- A. Old Business: None proposed
- B. New Business: None proposed.
- C. Adjourn

General Comment: We can do a conference call with all 20 people or do the "gotomeeting" format. I'll solicit input from the board members to see which format is preferred for future meetings.

These are the correct minutes, with the names all correctly spelled.

Illinois Division of Early Childhood
Board Meeting
Westin Hotel, Lombard
2009 SAV Conference
October 8, 2009

Board Members Present: Robin Miller Young, Jennifer Walberg, Mojdeh Bayat, Amy Santos, Deb Bruns, Nasiah Cirincione-Ulezi, Sharon Doubet, Pam Reising-Rechner, Bernie Laumann, Wu-Ying Hsieh, Mary-alayne Hughes, Maureen Lowry-Fritz, Donna Nylander, Linda Robinson, Joyce Senters, LaShorage Shaffer, Mary Wonderlick, Julie Evans, Nancy Kind, Lynette Chandler, Kathy Welsh

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- I. Welcome and Introductions: Robin called the meeting to order.
 - II. Adoption/Approval of minutes from last meeting: Jennifer moved to approve the July meeting minutes. Mojdeh seconded the motion. Motion passed
 - III. Speakers:

- A. Susan Fowler, Past President, Council for Exceptional Children (CEC): Amy Santos reported on behalf of Susan. Look at the strategic plan put together by CEC (on the CEC website). A reminder of the national conference next week in Albuquerque.
- B. Amy Santos, President Elect, Division for Early Childhood (DEC): DEC and NAEYC have a joint position statement on inclusion for early childhood. It was developed and approved by both. Camille Catlett organized that statement and facilitated this group to work together. She will next organize a group for RtI. If anyone is interested, please get in touch with Camille. DEC is happy with the involvement of IDEC.
- C. Betsy Murphy, President, Illinois Council for Exceptional Children (ICEC): Highlight is the strategic plan for ICEC. Just completed phase one of the plan to develop goals and objectives and bring issues back to the table with families and individuals to review. ICEC reviewed purpose, mission and vision.
- D. Pam Reising-Rechner, ISBE Principal ECSE Consultant: IDEC is trying to collaborate more with ISBE. Donna Nylander and Joyce Senters are heading up a state-wide committee for outcomes. Connie Shugart is leading a RtI workgroup committee with Kathy Slattery and Nancy Kind. We had a tough summer in regards to the budget, but next year will probably be worse. Pre-K For All received 90% of the amount the received from last year. This affects us when they are our general ed. options for children with disabilities. Other areas cut were professional development and supplies. The ARRA money is for early childhood special education. Each district decides for themselves how they want to use it.
- E. Wu-Ying Hsieh, Treasurer IDEC: As of 10/8/09 our balance in our IDEC account is \$6883.41 and the balance in the SAV account is \$161,920.07
- IV. Report of IDEC activities: Quick review of accomplishments since we last met and introduction of current IDEC Governing Board Members.
- V. Board Business: President: Robin Miller Young:
 - A. Update by-laws. Lynette Chandler made a motion to change article 3, section 6 (renew not for profit status). Mary-alayne seconded the motion. Motion passed. Mary Wonderlick made a motion to change article 4, section 6 (dues for family liaison). Mary-alayne seconded the motion. Motion passed. Robin or Kathy Welsh will update the by-laws on the website.
 - B. Purchasing insurance for the SAV conference.
 - C. Professional development: Much time and effort has been put into the planning and development of this conference over the past 2 years. Starting today, the planning will start for the next SAV conference.
- VI. Raffle: \$100 gift card to Kaplan-Janet Griffith, \$100 gift card to Discount School Supplies-Nita Goodman, \$100 gift card to Kaplan-Wu-Ying Hsieh, \$100 gift card to Discount School Supplies-Sally Benekee, \$100 gift card to Kaplan-Kathy Nehart, \$100 gift card from Discount School Supplies-Sharon Doubet
- VII. Discussion: For the people that joined us today, what would facilitate your participation in this professional organization? Answers included networking, mentoring, more information about state regulations, what groups I could participate in, a phone call or going out to lunch with someone in your region, mentoring with potential members, facebook, a podcast, invite presenters to do a podcast for IDEC members
- VIII. Meeting adjourned.

**IDEC Meeting - Treasurer Report
January 21, 2010
Prepared by Wu-Ying Hsieh**

(a) Current balance: as of January 19, 2010

- **IDEC: \$9,463.88**
(still need to pay tax prep \$800-1000, IRS letter fee: \$500)
- **SAV: \$17,026.91**
(I communicated with Susan- all income is in, maybe another 3 expenses to clear)

(b) Tax updates:

- **Tax penalty for tax years June 2006 (July 2005-June 2006) and June 2007 (July 2006-June 2007) are cleared. We are waiting for IRS's response to tax year June 2008 (July 2007-June 2008) and the accountant is optimistic.**
- **I already sent detailed incomes/expenses to the accountant to file tax year June 2009 (July 2008 to June 2009).**
- **We should be back on track once the tax penalty for tax year June 2008 is cleared.**

(c) Budget information:

We need to factor in yearly expenses of IDEC (\$2575~\$3,670) and SAV when signing the contract with the new conference coordinator.

IDEC account:

Income:

1. IDEC subdivision rebates from DEC (\$400-ish)
2. Interests from McCollum Award CD account (\$100 or less, with current low interest rate)
3. After SAV conference, \$5,000 will be transferred from SAV to IDEC account.

Expenses: (\$2,575~\$3,670)

1. McCollum Award (typically covered by the interests from McCollum CD account)
2. IDEC basket to ICEC auction (\$80-\$90)
3. Insurance
 - Directors & officers (\$827, 9/11/2009-9/11/2010)
 - Conference cancelation (\$783.99, 10/7/2009-10/9/2009)[only for conference year]
 - General liability (Annual premium \$358, 3 year premium \$1,074)
4. Yearly tax filing preparation (\$800-\$1,000)
5. IDEC/SAV web maintenance by UIUC (\$400)
6. Annual renewal fee for the registration with the state of Illinois (\$10)
7. Other (\$100-\$200)

SAV account:

Incomes:

1. Incomes flow in SAV account around January in the conference year

Expenses:

1. Salary for conference coordinator
2. Phone bills (\$60-70 per month)