



NMLSTA Board of Directors Meeting Agenda

November 6, 2022

12:00 p.m.(noon) – 1:00 p.m. (Eastern Time)

- I. Call to Order – Meeting called to order at 12:10 ET
- II. Roll Call

Board Member	In Attendance	Board Member	In Attendance	Board Member	In Attendance
Alison Seymour	x	Kathy Biernat	x	Bailey O’Reilly	
Edralin Pagarigan		Suzanne Cunningham	x	Anne Farley Schoeffler	x
Loris (Lori) Chen		Covey Denton		Kristin Slota	x
Elizabeth (Liz) Martinez	x	Peter Kelly	x	Corydon (Cordy) Strawser	
Jodie Harnden	x	Mary Lou Lipscomb	x	Elizabeth Weismann	x
		Corinne (Cori) Nelson		Kathy Brooks (NSTA)	x

- III. Review/Approval of Minutes from October 2, 2022. **A motion to approve the minutes with revisions was made by Anne Schoeffler. Mary Lou Lipscomb seconded the motion. The minutes as amended were approved unanimously.**

IV. Old Business

1. Update from the By-Laws Committee (Anne) – Comments in green are suggested changes.
 - i. Next meeting on 14 November 2022.
 - ii. Article 1 – Handbook – Was never developed. Lawyer had stated that most organizations our size/type do not have Constitution, but we had agreed to have both. Need to make sure documents match. Discussion occurred as to what should be available.
 1. Digital handbook – good idea, but needs to be useable and make sense. A lot of material exists on shared drive that could be organized if we decide to develop handbook. Position details clarified and listed in one location would be helpful. Currently there is a job description section in by-laws, but it is very general. There are also documents on the shared drive. Too many details could make documents lengthy. Could post on website. Suggested and agreed upon to develop a Position Folder that has subsequent folder for each specific position and will contain living documents detailing specific committee roles/responsibilities. Will need to check with technology committee about folders. Alison will make a template for consistency. Will be helpful when annual report needs to be completed and update the document.
 2. Conference records under conference folder.
 3. Mention meeting minutes in by-laws.

iii. Article 2 –

1. Membership categories changed to match Constitution.
 2. Updated structure for how dues might be updated in the future.
2. Idea of the Month (Peter) - Currently have enough ideas for the March 2023. Reminders that Peter is sending are helpful to the author. Sent out on 20th of each month regarding the status. Alison will be sending out reminder in February. Mary Lou will send email to membership seeking ideas.

V. Standing Committee Reports (alphabetical order)

1. AoA (Liz) – No meeting. Information for conferences being sent to AoA rep and forwarded to Mary Lou.
2. Awards (Bailey) – Not in attendance
3. Conferences & Workshops (Mary Lou) –
 - a. Webinar - December is now filled. Harvard Smithsonian Astrophysics. December 1.
 - b. SaT – Letters will be sent soon. Saturday morning.
 - c. Requested BOD meeting 4:45/5pm Thursday.
 - d. Membership meeting - Liz find out when our poster session is as that will determine when we have the membership meeting. Try to host after membership meeting.
4. Membership (Elizabeth)
 - a. Few members through joint membership last month. 316 active members, which is low. A lot of several lapsed members. Liz – contact NSTA about other information for contacting. Teachers struggling to be willing/able to do anything extra, such as conferences. Difficult to be in the classroom right now. 15 registrants for CT CSTA conference.
5. Middle Level Teaching (TBD) –
 - a. Send email to Alison if you are interested in this position.
6. Scope Advisory (Cordy) – Not in attendance
7. Treasurer (Jodie) –
 - a. NSTA \$270 this month. Total membership over \$500 this month. Can stay afloat if this monthly amount could continue. No major expenses this month. One classroom award checks not cashed yet.
 - b. Suggested and supported to do an opportunity award – I am thankful for..., Will do 3 - \$20 Amazon cards Alison will take care of this.
8. Technology and Communication (Lori) – Not in attendance

VI. New Business

1. Congratulations to Kathy Brooks on her appointment as NSTA Middle School Division Director.

- a. Need to appoint a new Middle Level Teaching Liaison. First Monday evening of every other month. January 9th. Email Alison if you are interested in this role.
 - b. Kathy Brooks - First committee meeting November 1. Will be meeting every other month. List of liaisons was incorrect. Asked for webinar ideas to be shared with us. Sending NMLSTA webinar reminders to rest of committee. Asked for assistance during conferences – such as passing out post cards. Kathy will send email addresses to Mary Lou for contacting liaisons. Closer to Atlanta will open meetings to each other to support collaboration during conference, Invite to NMLSTA Board Meeting.
2. 2023 Meeting Dates
 - a. Do we want to continue with Sunday, noon (Eastern) as a meeting time?
 - i. Time will be moved to 1-2pm Eastern Time.
 - ii. Upcoming dates: December 4, January 8, February 5, March 5, April 2, May 7
 3. Organizing Board of Director elections – Alison will follow up with Edralin. Mary Lou and Kristin will help. Suggested to contact past award winners, presentations.

VII. For the good of the order/Adjourn

1. Congratulations to Kristin. So proud of you as a finalist for Pennsylvania Teacher of the Year!!
2. Suzanne will be presenting at Indiana STEM Conference. Erosion poster from NSTA has been turned into lesson.
3. Liz will be presenting at NABT 11/13.
4. Motion to adjourn Mary Lou Lipscomb, Seconded by Anne Schoeffler. Adjourned at 1:14pm ET. **Mary Lou Lipscomb made a motion to adjourn the meeting. Anne Schoeffler seconded it. The motion passed unanimously.** The meeting was adjourned at 1:14 p.m. Eastern Time.

VIII. Addendum: The following is a correction to a discussion point during the meeting.

As NSTA Middle School Division Director, Kathy Brooks or whoever is in the position, does have voting privileges if the following criteria are met. According to the NMLSTA Constitution:

*Article III, Section 2 B. Members of the Board of Directors who have been elected by the NMLSTA Membership, or appointed with the approval of the Board of Directors **and the President of the National Science Teaching Association or an appointee**, shall have voting privileges of said Board.*