



NATIONAL POLICY BOARD *for* EDUCATION ADMINISTRATION

Meeting Minutes
Monday, September 22, 2014
12:00-1:00 pm
Electronic Conference Call

I. WELCOME AND INTRODUCTIONS

Jim Cibulka, chairperson, calls the meeting to order.

Present were: Mark LaCelle-Peterson (AACTE), Dennis Dearden – Mary Ann Jobe (AASA), James Cibulka (CAEP), Janice Poda (CCSSO), Gail Connelly (NAESP), JoAnn Bartoletti - Beverly Hutton (NASSP), James Berry (NCPEA), Honor Fede (NPBEA Staff)

II. APPROVAL OF THE AGENDA

Chairperson Cibulka reviewed the agenda and asked that item six be dropped at this time. He indicated that a discussion on ELCC operations and its relationship to NPBEA and related matters would be brought up at a subsequent meeting based on member's input. Board members were asked to forward any issues that should be raised for items of discussion to Jim Cibulka and/or NPBEA staff.

- ◆ **MOTION:** Gail Connelly proposed and Mark LaCelle-Peterson seconded a motion to drop item six and approve the revised agenda. The revised agenda was approved unanimously by NPBEA members.

III. APPROVAL OF MINUTES

Chairperson Cibulka asked the board to review the minutes from the last NPBEA meeting on May 13, 2014.

- ◆ **MOTION:** Mary Ann Jobe proposed and Janice Poda seconded a motion to approve the minutes. The minutes were approved unanimously by NPBEA members.

IV. APPROVAL OF NPBEA TAX STATEMENT AND AUDIT

Treasurer Connelly presented to the members copies of the annual NPBEA financial audit report prepared by Harry C. Winfrey Certified Public Accountant, P.C. She reported that the Certified Public Accountant found that the financial position of the NPBEA for June 30, 2014 and 2013 was fairly represented and in good order: The financial report concluded that: "The changes in its net assets and its cash flows for the years then ended were in conformity with accounting principles generally accepted in the United States of America." Jim Berry asked if we anticipated the savings account to exceed \$100,000 by the next year? If so, he suggested we look at how we might use the savings money to either reduce membership dues or perhaps using it to fund ELCC operations. JoAnn Bartoletti said that this was one of the items that needs clarification with regard to ELCC's relationship to NPBEA and CAEP as it relates to the mission of NPBEA. Jim Cibulka agreed that a more thorough conversation about ELCC costs and relationship to NPBEA/CAEP should be brought up at our next meeting. Jim

Cibulka said he could explain CAEP's interface with the ELCC but he doesn't have all the answers so we will need to look at how to clarify the discussion on this agenda item. Cibulka asked board members to send him their questions on this issue so that we can have a meaningful discussion. We can look at how the ELCC as a SPA is funded through CAEP and its relationship to the NPBEA. Total cost of the ELCC should be discussed as an agenda item at the next meeting. Treasurer Connelly also presented copies of the NPBEA taxes for FY2014 completed by NPBEA's Certified Public Accountant, Lisa C. Wright. After reviewing both reports and answering questions, Connelly asked for a motion to approve both the NPBEA Taxes and Audit.

- ◆ **MOTION:** Jim Berry proposed and JoAnn Bartoletti seconded a motion to approve the NPBEA Taxes and Audit. The motion was approved unanimously by NPBEA members.

V. APPOINTMENT OF BYLAWS COMMITTEE TASKFORCE

Chairperson Cibulka asked for volunteers from the NPBEA board to serve on a special taskforce for the purpose of reviewing the NPBEA bylaws and making recommendations for updating them to the full NPBEA Board at the next meeting. JoAnn Bartoletti suggested that the bylaws be updated to reflect our current practices. Some issues that were discussed for consideration by the taskforce include updating the purpose of NPBEA, membership categories, terms of office, and revising the paragraph on "National Advisory Sub-Committee". Dennis Dearden from AASA, Jim Cibulka from CAEP, Gail Connelly from NAESP, and Jim Berry from NCPEA volunteered to serve on the taskforce. The taskforce was given the charge to meet electronically over the next few months to do the work of reviewing and updating the NPBEA bylaws. Their goal would be to bring a set of recommended changes to the full NPBEA board to consider at the next NPBEA meeting in January. Jim Cibulka volunteered to chair the taskforce and said he would send out an invitation to all board members to serve on this taskforce. JoAnn Bartoletti asked Jim Cibulka about the status of the NGA's possible membership with the NPBEA. Cibulka answered that he had reached out but hasn't heard back from them. He felt that means they are not interested. JoAnn suggested that the bylaws taskforce review the membership categories and really look into the how and why of adding new members to the NPBEA.

Jim Cibulka asked Janice Poda for an update on the ISLLC standards and when they might be ready for review by the NPBEA. She indicated that Wallace is seeking feedback now as well as the states. Once this feedback is gathered another draft will be compiled and ready for review by the NPBEA. There is about 70% agreement with the draft standards now. Janice felt that having a meeting in January would be fine to set in terms of having a copy of the ISLLC standards ready for review by the NPBEA board.

VIII. ADJOURN

Chairperson Cibulka asked for a motion to adjourn the meeting at 1:00 p.m.

- ◆ **MOTION:** Gail Connelly proposed and Jim Berry seconded a motion to adjourn the meeting. The motion was approved unanimously by NPBEA members.