



VA4LE Board of Directors' Meeting Minutes

Meeting Date: October 16, 2019

Meeting Location: Timmons Group, 1001 Boulders Parkway, 3rd Floor, Richmond, VA 23225

Meeting Time: 10:30 AM

To Join WebEX: Select "Join" from HBA WebEx invitation
 Meeting number (access code): 805 254 939
 Meeting Password: bNyZT2sJ

Call-In Number: 1-408-792-6300 Call-in toll number

Name	Present on Phone	Name	Present on Phone	Name	Present on Phone
Ben Copeland		Al Ciarochi	On Phone	Stephen Halsey	<input checked="" type="checkbox"/>
Maureen Hannan	<input checked="" type="checkbox"/>	Cathy Underwood	<input checked="" type="checkbox"/>	Elaine Fogliani	On Phone
Jeff Harris		Vijay Ramnarain		Edi Francesconi	On Phone
Kelly St. Clair	<input checked="" type="checkbox"/>	Steve Raugh	<input checked="" type="checkbox"/>		
Peter Gretz	On Phone	Al Orndorff	<input checked="" type="checkbox"/>		
Michael Ross	<input checked="" type="checkbox"/>				
Bill Bradley	<input checked="" type="checkbox"/>				

Meeting Agenda

- Welcome** - At 10:37, President Mike Ross welcomed the Board members and called the meeting to order.
- Approval of Minutes from Last Meeting** –Steve Raugh made a motion to approve the minutes of the September 18, 2019 Board meeting. Cathy Underwood seconded the motion. The minutes of September 18, 2019 were approved via a vote of the Board.

- 3. Treasurer's Report** – Steve Raugh sent out the Financial Statement prior to the Board meeting. The balance on the statement is \$121,641.56. This month's statement included expenses for Board lunch, website update, Learningscape expenses and Domain renewal.

Kelly St. Clair made a motion to approve the financial report as presented. Caty Underwood seconded the motion. The financial report was approved via a vote of the Board.

- 4. Post Conference Website Updates** - Mike Ross has received all content from conference and will forward to Edi to post.

5. 2019 Mid-Year Conference

- a. Theme – The Life Ready Student!!
- b. Tues. Nov. 4, 2019, 8:30 to 3:00
- c. The Academies of Loudoun
- d. AIA for credits for Dr. R.J. Weber was approved.

Dr. R.J. Weber from Detroit confirmed to serve as a keynote speaker. He is an authority on the well-being of students.

The plan for the conference will include four break-out sessions with R.J. Weber leading one of the sessions. Tour of the school is one of the sessions.

Edi Francesconi reported we have 68 registered. The 2018 Mid-Year Conference had 130 attendees.

There are 70 remaining notebooks left from last year. VS will supplement this number so all attendees will have a notebook.

Bill Bradley will see if he can get a map of the school.

Mike Ross will check with Vijay to confirm the attendance of the state superintendent.

Kelly St. Clair will make sure there are a table and chairs for registration.

Elaine Fogliani, Cathy Underwood, Al Orndorf and Al Ciraochi volunteered to be at the registration table.

Panera will provide lunch.

There is ample parking.

Board members will be assigned to be session managers.

- e. Budget- Steve Raugh informed the Board that the Mid-Year Conference Budget for 2018 was \$6,500 which included hotel costs for the Board, dinner for the Board, lunch and notebooks.

Stantec is a sponsor for the conference.

Kelly requested that VS receive the Platinum Level Sponsorship with \$1000 in kind contribution for the keynote speaker and an additional cash contribution of \$500.

Through consensus, the Board agreed to this request.

Bowman Consulting is a sponsor.

Edi will send badges and a list of registrants to Kelly.

Kelly expressed concern about the number of educators registered as the door prizes will go to educators.

- f. Board Meeting- The Board will stay at the Aloft Dulles Airport North. The Board will meet at the hotel and have dinner at Bear Chase Brewery.

5:30-6:30 Meeting - Conference Room

6:30ish - leave for TopGolf in Ubers

7:00-9:00 Dinner and Play - based on 12 players - food is buffet style meal

6. A4LE East 2020 Annual Conference -

The MOU has been sent out for Mike to review.

The presidents of the three groups will serve as the primary planning committee for overall conference planning and format, conference theme, keynote speakers, and conference budget. There will be a conference call every two weeks.

They have tentatively agreed to a monetary split of 50% Northeast and both Virginia and the Southeast receiving 25% of the net profit from the conference.

Dates:

Wednesday 4/1 – Furniture Fair – Venue not confirmed

If this is scheduled, the fair would be free to conference attendees and school district staff.

Thursday 4/2 – Saturday 4/4 Conference

Sunday 4/5 – extra day if needed

Venue: DC Hilton on Connecticut Ave. – signed addendum to increase room numbers

Theme – “***Looking into the Mind of the Learner***”

- a. Possible content sub-themes or strands:

- Social-Emotional Learning
- Safety and Security
- Student Centered Learning

- Coming to School Ready to Learn
 - Graduate Profile
 - CTE and/or Workplace Readiness
 - Life Ready Learning
 - Equity
 - Connection to Virginia's Profile of a Graduate
 - Balancing High Stakes Testing and Accountability with the 5C's Multiple Assessment Paradigm
 - Possible student panel on Social Emotional Needs
- b. Possible Keynote Speakers – developing shortlist Michele Obama was a suggestion.
- c. Kelly will work with Jason on the Furniture Fair.
- d. Break-out sessions- Al Ciarochi suggested that a break-out narrative be written that aligns with the theme.
- e. Tours will be in Washington D.C. or right outside the city.
- f. **Edi will check with Carla about the hotel reservations.**
- g. Review Conference Planning Google Doc:
<https://docs.google.com/spreadsheets/d/1joBhJHQ8CXiGtrLXfXOMqHSPU6wSRv9NFGdHgMeAMyU/edit#gid=0>
 The document outlines milestones and dates for completion of each milestone.
 The committee will have a conference call bi-weekly.

Other:

The Board discussed the Lifetime Achievement Award and the Virginia Planner of the Year Award. It was decided to table the Planner of the Year Award for this year and send a nomination to Southeast for the Lifetime Achievement Award.

Virginia will need to have an annual meeting at the conference.

It was decided that the Virginia winner of SchoolsNEXT would not attend the conference unless the Virginia team won the Southeast competition. Only the Southeast and Northeast winners would attend the conference.

The Board agreed that the conference should include Architectural Exhibits as well as Design competition with VA university students.

7. **2021 Annual Conference** – Edi sent out an RFP for hotels for the Virginia 2021 Conference. Possible locations are: Williamsburg, Norfolk (Marriott or Hilton Norfolk Main) and Roanoke. Mike Ross shared the results. After discussion, the Board decided to keep the Norfolk Waterside Marriott and the Williamsburg Lodge as possible venues for the 2021 conference.

- 8. Schools Next Update** – Elaine Fogliani reported that we have two schools participating this year, an elementary school in Frederick County and a middle school in Middlesex County. She stated that she has not received verification from International as to whether these schools or others have registered. Elaine encouraged Board members to serve as mentors.
- 9. Student Design Competition Update** – Hampton University has kicked off competition with 4th years. They are proceeding with site analysis; 6-7-week process. There are seven mentors. VA Tech doesn't start until second semester.
- 10. Southeast Region Update - No Report**
- 11. International Update- No Report**
- 12. Other**

The Virginia PTA contact Vijay Ramnarain to request that the Virginia A4LE sponsor the Reflections Art Contest.

As a non-profit, Virginia A4LE does not contribute to non-profits.

13. Next Meeting Date: November 4, 2019

Next Meeting Location: Aloft Dulles Airport North

Next Meeting Time: 5:30 PM