



ITCA Board Conference Call Minutes
October 7, 2008

Board Members Present: Julie Curry, Terry Harrison, Molly Bright, Debbie Cheatham

Contract Staff: Maureen Greer

Acceptance of Minutes:

The retreat minutes were amended to include the development of an archival policy to deal with the volume of paper and products that have accumulated.

Budget and Expenditures:

Expenditures for the 2008 budget year reflects 66% of budgeted expenditures. Current account balances are

Savings:	\$	69,664.98
Checking:	\$	<u>8,105.31</u>
	\$	77,770.29

Staff Report

- Administrative Liaison:
 - The invoices for the 2009 ITCA dues are ready to be sent as soon as the cover letter is developed. Julie will begin the development of a list of accomplishments to be incorporated into the letter from Terry.
 - The deadline for nominations for the Parent Leadership Award has been extended to October 15 to encourage additional nominations.

Committee Reports

- Legislative
 - The committee discussed the financial crisis facing many states.

- The draft CAPTA report was reviewed and there was a recommendation that once the Board has approved the report, it should be distributed to the members.
- The comments regarding the NAIS survey needs to be sent to the members.
- Membership Services
 - A committee conference call is scheduled for October 22 to make recommendations regarding revisions to the website.
- Data:
 - The revisions are complete and the survey is out for piloting. So far only one state has entered any data. Board members and the data committee members have been asked to pilot the survey to see if all answers are clear and if any additional changes may be needed
- Family Alliance:
 - The Alliance will provide \$250 to help support the cost of the Awards ceremony.

Old Business

- Follow-up from retreat:
 - By Laws: the bylaws are ready to be distributed to members for review and a vote at the annual meeting.
 - NAIS Comments:
 - Guidelines: Revisions have been added to the original document. The Board will consider the changes and after approval, the document will be sent to members.
 - Call with Mark Snyderman There is nothing specific in regulations that requires OSEP to update the child count and award amounts. It is the practice for other programs in the Department of Education and they try to keep everyone the same. It appears that this is something that could be brought up in ongoing discussions with OSEP. This issue also affects the 619 programs. Julie will follow up with her 619 coordinator to see if this is an important issue for them.
 - Nominations: No self nominations were received. Ron is pursuing individuals who may be interested in running for the Board. The Association needs to nurture new leadership at this critical point in the development of the

Association as well as the current economic and political context in which Part C exists. Molly is willing to help Ron on this committee.

- Awards: Ron is putting together a committee to review applications.
- Support letters: The Board still needs to develop a policy regarding the process of responding to requests for support letters. Maureen will contact Ron, Linda Goodman and Mary Jones to see if they have a copy of the original drafted by Duncan Munn.

New Business

- OSEP FAQ
 - Issue of “Finding” – Question #4 There has been a request that ITCA consider commenting to OSEP regarding this issue. NASDSE is not going to comment on this issue. At this point the Board is unwilling to take on this issue. There needs to be more discussion with the members before taking any action. Terry will contact Andy Gomm for further discussion.
- Newsletter
 - There have been no submissions for the newsletter. Articles are needed from committee chairs and President.