



1ST QUARTER BOARD MEETING
 March 7-9, 2008 ♦ Tysons Corner, VA
 Marriot Courtyard Hotel ♦ Crescent View Room

Participants:

Donna Feeley, <i>Chair</i>	Neal Delaporta, <i>Chair-elect</i>	Karen Stork, <i>Treasurer</i>
Michele Baker	David Banks	Leonard Gaffga
Sue Kozisek	Alexa Zaledonis	Monica J. Reno
Christopher E. Laxton, <i>CEO & Secretary</i>		

Staff

Laura Edgar, <i>Chief Operating Officer</i>	Hatem Ben Moussa, <i>Support</i>
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Guests:

Paul Lindamood, <i>PON</i>	Earl Matthews, <i>Parliamentarian</i>	John Goss, <i>Consultant</i>
	Rich Bar, <i>Legal Counsel</i>	



MINUTES

#	Item	Discussion	Action	Follow-up, assignments
FRIDAY, MARCH 7, 2008				
	Approval of Agenda	The Chair opened the meeting at 9:10 am. The agenda was approved as submitted.	Approved	
1.	Treasurer's Report	The Treasurer presented an update on the current financial status as well as the progress of the 2007 audit.		▶ Staff to send out a remittance advice via email along with direct deposits
2.	Portfolio Review Panel	Moved and 2nded: That up to 200 hours of adjunct/related education and/or professional experience be accepted towards eligibility via Portfolio Review through December 31, 2008.	Approved	▶ Staff to change the Portfolio Review handbook to follow Policy and Procedure as noted in the motion
3.	SOAP	Moved and 2nded: That the School Outreach Advisory Panel name be changed to School Outreach Advocacy Program Committee.	Approved	
4.	Recertification	Moved and 2nded: That the policy to carry over continuing education hours be dissolved. For certificants who have already been approved to carry hours over, they will be allowed to use those	Approved	▶ Staff to make these policy changes in candidate materials as well as in staff train-

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		hours on their next recertification cycle.		ings; also in all communication vehicles
		Moved and 2^{nded}: That lapsed status and other late fees, as well as additional continuing education hours be waived upon proof of military orders.	Approved	▶ Michele Baker to Chair a Task Force to develop a recommendation to the Board on (a) a shorter recertification cycle, and (b) on the documentation of ethics CE for recertification (by the next board meeting).



SATURDAY, MARCH 8, 2008

5.	Executive Session	Chair Feeley asked that the Board go into Executive Session at 9:00 AM. Without objection, the Board went into Executive Session. The CEO/Secretary and staff were excused.	Without objection	
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SUNDAY, MARCH 9, 2008

#	Item	Discussion	Action	Follow-up, assignments
	Reconvene	Chair Feeley asked that the Board return to regular session at 9:15 AM. Without objection, the Board returned to regular session	Without objection	
	Report out			
6.	Headquarters recommendations	Moved and 2^{nded}: That effective January 1, 2009 candidates be required to submit 100 hours of continuing education related to the core curriculum before they be allowed to sit for the fourth attempt, And, That candidates will not be allowed to attempt the examination more than five times unless they repeat the entire 500-hour core curriculum.	Approved	▶ Staff to communicate these Board actions to certificants and other stakeholders
		Moved and 2^{nded}: That the NESL exam fee be changed to \$175 with	Approved	

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		an additional fee of \$50 to convert to national certification. This change to be effective immediately.		
		Moved and 2nded: That the policies related to candidates who have English as a Second Language be rescinded. The change in policy to be effective January 1, 2009.	Approved	
		Moved and 2nded: That a pilot examination be created in Spanish to be offered from July – September, 2008.	Approved	
		Moved and 2nded: That the NCBTMB transition the website and email addresses to .org.		▶ David Banks will help put together the task force to make sure the exam reads properly in Spanish
			Approved	
7.	Additional Items	Moved and 2nded: That all elections of directors be allowed by electronic transmission, as permitted by law.	Approved	▶ Chris to develop an estimate with Elliot Greene for the total cost of the S.O.E. engagement and report back to the Board.
		Moved and 2nded: That the Board approves Angela Barker as the Nominations Committee Chair.		
		Elliot Greene was appointed by the Chair as S.O.E. for 2008.	Approved	▶ Houston to provide more background on the nominations chair. ▶ Chris to use format recommended by legal counsel
8.	Election of Treasurer	Two names were placed in nomination for Treasurer. Following a secret ballot, Karen Stork was re-elected to the position of Treasurer.		
	Adjournment	Chair Feeley adjourned the Board at 12:50 pm, and thanked all participants.		



Respectfully submitted,



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Christopher E. Laxton
CEO & Secretary
March 20, 2008

Approved by the Board: