Minutes of the January 19, 2017 WVCASE Board Meeting

RESA III

Members Present: Lesa, Kate, Vic, Rikki

Communications:

 Lesa will move forward with the FB page; Rikki offered to assist if needed

Spring Conference:

Keynote: Neil is coming in the evening of March 1, but has a conference call the following morning. He will present in the afternoon of the first day.

Membership: Had a request to include CASE Membership to registration fee

Registration: Goal is to have the registration out by Tuesday of next week, may be Wednesday. This will be done through Lesa’s office.

Attendees: Looking like we could have up to 140

Finance: $8100 is our payout

Vendors: Room for 7 vendors

Venue: Hotel will give us up to three days prior to the conference to have the final numbers to them. The Holiday Inn is also coming us a room for us to have the President’s reception. We do have to rent the screens ($40) and the microphone ($90), but we can bring our own projectors.

Presenters: Pat will get us the WVDE Breakout sessions and presenters next week. Jim Harris will be co-presenting in the PBIS session (Amy Kelly cannot attend). Jeremy sent Lesa a list of directors to invite for the monitoring panel.

Schedule:

 Day 1

8:30-8:45 Welcome

8:45-11:30 WVDE

11:30-12:30 Lunch

12:30-1:45 Keynote

1:45-2:00 Break

2:00-4:00 Keynote cont.

Responsibilities:

 Kim: Signage and program layout

 Vic (Nancy): Nametags and packets

 Rikki: Evaluations

Lesa (Lori): Sign-in sheets

March 1: Sam’s at Bridgeport 3:00

 Holiday Inn for setup 5:00

 Board Meeting 6:30

We have canceled the April 4 Board Meeting.

We have rescheduled for June 15 (Thursday), 10:00, Lesa’s office.