**NHTM Board Meeting Agenda**

**December 1, 2015**

**2 Pillsbury Street, 5th Floor, PSU Graduate Offices in Concord, NH**

**4:30pm to 7:00pm**

Attendance: Cecile, Amy, Gretchen, Donna Dubey, Annie, Stephen, Andrea, Stephanie, Terri, Rob, Elisabeth.

Guests: Laura Culp, Eric Feldberg, Brittany Weaver, Tom Hassan.

Call to order at 4:51pm

1. **Welcome/Announcements**

Cecile facilitated introduction of the NHTM Board, and introduced the DOE guests.

1. **Secretary’s Report (Andrea)**

Annie moved to accept the September minutes, seconded by Gretchen. Minutes passed unanimously, with only abstentions of those members absent from the September meeting.

1. **Appointment Middle Grade Level Representative (Cecile)**

Gretchen moved to nominate Laura Culp as the Middle Grade Level Representative, seconded by Donna. The vote was sent out to Board members via email who were unable to attend due to weather, and after a tally by Andrea, the board approved by a majority vote to approve Laura’s appointment.

1. **Treasurer’s Report & Budget Approval (Cecile gave for Jeanine)**

Jeanine forwarded the budget to the board, as well as a draft for this current year

1. **Eric Feldberg - NH DOE STEM Director**

Eric’s is a new position in the DOE, so there is still a lot of sorting out of his role and responsibilities as he gets into this position. There will be a communication HUB developed as part of the Task Force, but not one that is specific to the STEM Director’s office at this moment. Eric is pushing out information to the various listservs already in operation. The STEM Task Force was reassembled this summer to take the recommendations and turn them into action plans to move forward. After next week, there will be published and actionable plans available.

Eric also noted that the PAEMST application season is now open, and he is really trying to drive more math and science teachers to apply for it. There has been a significant lack of math and science applicants, so it is Donna and Eric’s goal to increase the number of applications to help recognize more teachers in NH. Stephanie brought up the new law that adds board approval for videotaping in the classroom, which is an essential part of the application process. Eric and Donna have drafted up a letter that teachers can provide to their principal that will help facilitate this process for approval to allow teachers to still apply for PAEMST.

1. **Tom Hassan, STEM Task Force update - (Annie will do introductions)**

Task force is working to empower teachers and students to break out of mold of STEM education, and think more creatively and innovate.

1. **Membership Report (Gretchen)**

There were 46 new memberships and renewals through the ATMNE Conference, and 49 from the Fall Dine & Discuss (this included 14 student memberships!).

Wild Apricot and PayPal are still not quite communicating with regards to membership payments to Gretchen, so she is continuing to work with Matt on this issue.

Andrea asked about any information from the first wave of the free 1-year membership, as to how many of those first group of memberships translated into paid memberships, but Gretchen did not have that information ready. She advised that she would compile a report and provide that to the board.

1. **Newsletter Update (Elisabeth)**

January 18th is the deadline for the next Mathesis, which is slated to go out February 1st. The goal is to send out the newsletter well ahead of the March conference. She forwarded out a list of items to be included in the February newsletter for review, so please get in touch with her ASAP about any items that may have been inadvertently omitted.

Amy noted that there was a glitch on the NHTM website that directed her to the February 2014 newsletter, as well as the previous month’s Mathesis was missing. Cecile requested that information be forwarded to Matt so he could work on resolving that issue.

1. **State Math Contest (Stephen)**

Tuesday, March 15th is the date of the State Math Meet conference, with Wednesday, March 16th as a snow date. Stephen also updated the division cutoffs to match the NHIAA requirements.

He will sort out registration with Jeanine to see if she wanted to maintain registration as in past years, or devise a method she was more comfortable with.

Goal is to send out the initial email to schools with information in December, to give schools a good few months to get registration together and work on obtaining POs. Donna suggested developing a bill for schools to be able to submit to their respective business offices. Stephen will also get PDF versions of the information to both Elisabeth and Matt to advertise in the Mathesis and the NHTM website.

1. **NHTM 2016 Spring Conference (Lauren Provost)**

<https://sites.google.com/a/nhmathteachers.org/nhtm-2016-spring-conference/>

Eric Feldberg will be the keynote speaker. The call for presenters has been put out, and NHTM is encouraging people to submit proposals that emphasize the eight standards for math practices in CCSS-M, and connects to the Standards for Math Practices. Proposals are due by December 21, 2015, with presenters being notified by January 25, 2016.

Looking at $60/$85 for members/non-members registration costs. Conference committees are pretty well set up at this point, but any and all help is appreciated.

Thank you to Dr. Beverly Ferrucci at Keene State College for helping to facilitate scheduling the conference there, as well as Betty Erickson and Lauren Provost for co-chairing the conference.

Annie also wanted to thank Rich’s wife who came up with the conference publicity designs.

1. **ATMNE 2016 (Cecile)**

 [atmne2016.org](http://atmne2016.org/)

Thanks to Matt for helping organize a shorter web address than originally created. Call for presenters has been put out, as well as requests to the six member states to encourage presenters. Matt Larson, Margaret “Peg” Smith, and Tom Reardon will be the keynote speakers. Conference committee chairs and coordinators for committees are getting fleshed out as well.

1. **Media & Public Relations (Amanda)**

Amanda was unable to make tonight’s meeting due to the weather, so we will get her updated report at the January meeting.

1. **NCTM Update (Terri)**

Terri will need to touch base with Cecile and Annie to see what she is going to need to order for the March and October conferences.

Terri may need a little help with the March conference as she is scheduled for foot surgery, so she may need someone to help her out with a ride and organization.

* 1. 2016-17 Renewal of Affiliation dues notice - emailed and posted in January

 Gretchen will work with Jeanine and Terri to sort this out.

* 1. Deadline to submit membership list for 2016 Leadership Circle Program, February 1, 2016
	2. NCTM Affiliate Leaders Conference - July 18-20, 2016, location TBD
1. **ATMNE Update (Rob)**

December 1st is deadline to email the membership report to ATMNE, and Gretchen has already sent this out.

ATMNE Journal was meant to come out in November, but due to editor complications, it will be coming out in December some time. This will be the first online edition; members will get a password to obtain access to the journal.

May’s Journal is meant to have STEM focus, but the theme may change as Jo Boaler is in talks to be the guest editor.

The Rev. Bezuszka award deadline is March 31, 2016.

NHTM did receive the ATMNE grant at the Portland Conference; we were the only organization to apply.

1. **Regional Coordinators Update (Annie)**

Annie has heard from all but the South Central coordinator with respect to their book study. Coordinators have either chosen their books already, or are in the process of selecting a book. Annie’s goal is to order books before the holidays.

Annie asked if each region has a stipend to cover expenses (snacks, etc.), and Cecile noted we have budgeted $200 for each region to use towards that. Cecile also mentioned that coordinators might include a slight registration fee ($5 or so) to help defray the costs, and also give members a bit of an incentive to participate.

Kudos to the regional coordinators for their efforts in this book study, they have taken on the bulk of the work to implement this grant.

1. **Website Update (Matt)**

Several board email addresses still need to be updated on the NHTM Board webpage.

Wild Apricot provides us with data about the emails we send out. The example below is from Monday’s Mathesis email:

*Lost NHTM Members*

*Terry Hayward ..............................**thayward@claremont.k12.nh.us*

*Shane Collins .................................**scollins@claremont.k12.nh.us*

*David Shelsky ................................**d.shelsky@sau63.org*

*Matthew Anzalone .........................msa10@wildcats.unh.edi*

*Julie Brown ...................................* *jbrown@stpatsportsmouth.org*

*Emily Webber ................................ewebber@mrsd.org*

PayPal transactions that are paid through PayPal are working smoothly with Wild Apricot. PayPal transactions that are charged to a credit card are processed correctly internally within PayPal, the “handoff” to Wild Apricot is not being completed, I am working on this.

1. **Nomination Update (Annie)**

Annie has been collecting nominations for the upcoming openings on the board:

Secretary:

*Bernadette Kuhn* is currently the Mathematics Dept of River Valley CC, but is planning to retire at the end of this school year.

*Natalie LaFlamme* is a 6th grade math teacher at Fairgrounds Middle School in the Nashua School District.

Two people did not respond to an email request, and one replied saying that they were too busy to consider adding one more thing to their plate.

Post-Secondary Rep:

*Shawn Hackshaw* at Plymouth State University, and looking for a way to be more involved, but stretched thin at this time. Please keep him in mind for future openings.

*Pam Cohen* at Southern New Hampshire University is also very busy at the moment. She is planning on retiring at the end of the school year, and asked to be considered for future openings.

1. **NH DOE Update (Donna Dubey)**

There are webinars and training coming up for the SAT. There is a lot of stuff still in the works, but nothing complete yet. Plans for a rollout to 4 regions in the state are in the works. There will be a NH portal site just for SAT that will have FAQs, announcements, notices, webinars, etc. Donna will be sending out dates to superintendents, principals, special ed directors this week. Things are moving along quickly, but information will be forthcoming shortly. As soon as she gets it approved, she will also send along the information to NHTM for inclusion on the website for members to be aware of.

Heavy focus is on setting accommodations for those students who require them. Also, while the State of NH will be paying for students to take the ELA and Math portions, they will not be paying for the Essay portion of the SAT. It will be up to individual students to pay this portion ($11.50), but there will be a waiver for those students who receive free and reduced lunch. This is still in the works as some school districts are deciding to pay for the Essay portion for every 11th grade student, some are opting to not offer this option, and others are leaving it to the students. If students are going to take the Essay portion, they will have to take it the same day as the Math and ELA.

1. **Awards Updates:**
	1. Evans Award (Amy) - no nominations received so far.
	2. Balomenos Award (Cecile) - a couple of nominations have come in.
	3. Prevost Award (Rich) - 4 nominations so far, but Rich knows a few of the nominees quite well, so will be looking for someone else on the board to take the lead so he may recuse himself.
2. **Dine & Discuss (Rich)**

(From Rich’s e-mail) D&D – although I haven’t had time to send feedback to all who presented, the feedback was extremely positive. A few improvements – more time for the keynote (mentioned a few times) and asking about food allergies (which we actually did). Gretchen has the exact numbers, but I estimate that 85 people attended. Thank you to all presenters! Excellent night and many mentioned being excited about following the “theme” up at future professional development activities.

1. **Scholarships Update (Rich)**

(From Rich’s e-mail) Scholarship notification will go out to all schools in the beginning of January – on track as usual.

1. **Other Business**

 No other business brought forward.

Terri moved to adjourn, seconded by Donna. Motion passed unanimously.

Adjourned at 7:06pm.