*BMS i*

**Alton**

 **Central**

 **School**

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# CECNH Meeting Agenda & Action plan

3/15/18

1. Review last meeting notes and summarize
2. Vote on roles.

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| Note taker: | Jen Katz-Borrin | Time Keeper:  |  | Facilitator : | Jodi Gutterman |

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| **Agenda Item** | **Notes/Task** | **Who** | **Timeline** |
| Norms 1. Speak one at a time.2. Arrive/Start/Leave on Time.3. Stay on Topic and have an agenda.4. Mutual, Professional, and Unconditional Respect. | Follow Meeting Norms | All | Ongoing |
| Teacher of the Year | Call to order @ 3:1* Windham High School Mike Welch
* April 11 presentation at WHS
* June 9 Edie’s Jen and Mary
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| Financial Report | * Balance: $13266.70
* Will have an expenditure for Edies
* CD $4486.28
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| Annual CEC Conference | * Aug. 2 Ross Greene
* NHTI 9-3
* Capacity: at least 100 Esther will confirm, discussion of cap of 100
* Charging $75 members/$100 non-members/Students $50
* Menu was sent, Esther will send again.
	+ Email list needs to be updated to include everyone
	+ NHTI will do a lunch box
	+ Discussion of doing breakfast and boxed lunch
		- Total food cost could be $15.
* Does Ross need copies made?
	+ We can all make copies
* Jen will do save the date & send to everyone to approve
* Lois will do registration
* Esther’s company for insurance and she will contact NHTI re: room
* NHTI will be a co-sponsor, needs to be on all literature.
* Other marketing opportunities
	+ Save the date through NHSAA/NHASEA/CEC
* Raffle
* We can buy and have him sign them

NO Save the date – just do registration. PO, Checks, or Cash to Lois @ PMHS. Checks payable to CECNH* One quick email to save the date
* Law day: registration materials there.
 | Jen/Esther |  |
| Election of Officers | Discussion of bylaws and length of terms. Where they guidelines or in stone. NH by laws where are those housed – with Lois? We can change our bylaws. A two year change for president was suggested. Does a bylaw change need a majority. We discussed CEC national changes.President: Jodi Gutterman President Elect: Kelly MaskTreasurer: Lois StevensSecretary: Jen Katz-BorrinPast President: Mary Paradise Membership at Large: Nancy Fournier, Pat Eddy, and Teri GastonMembership Committee: Kelly & Donna Lehman |  |  |
| Other:Next meeting 5/18/18 @ 11:15Put link in for NHCECMembership & Summer Get together  | * Jen will send with minutes and update the email group
* Kelly and Donna will take over this responsibility. Jen will send to them
* Chuck will do summer reception, TechTown are interested in sponsoring with us

Ajorned at 3:50 |  |  |

 Highlight present: Separate sign in was collected

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| Other: |  |  |  |  |