



**NEW MEXICO COUNCIL OF
ADMINISTRATORS OF SPECIAL EDUCATION
(NMCASE)
9-11-2013**

NMCASE Meeting Minutes

Meeting Location: Sheraton Hotel in Albuquerque – Ambassador Registry Room

1. Call to Order: At 4:03
2. Approval of the Agenda: Teresa Carmack 1st, Denise Sanchez 2ⁿ. Motion carried.
3. Introductions and Announcements
 - a. All in attendance introduced themselves
 - b. Congratulations to Gabriel C. Baca, officially named State Director of Special Education
4. Updates:
 - NMCEL meeting is Sept. 12, 2013; Diane Sandoval, Past President of NMCASE will attend
 - NMCASE BOD Meeting is Sept. 25-26, 2013 in Indianapolis, IN – Theresa Griffin-Golden will attend
5. Discussion Items:
 - NMCASE Website: Our website has been updated. Diane Vallejos has looked into a variety of website designs and has determined that our current “GoDaddy” provider is the most user friendly and cost effective. \$7.50/yr.
 - Now we are looking for anyone who could help upload documents and links – contact Theresa Griffin-Golden if interests and available to help.
 - Ongoing collaboration with NMPED SEB and REC IX for New Directors’ Academy, SE Directors Meetings and webinar Q&A follow up: NMCASE members made several presentations at this event and was actively involved in assisting throughout the 2 days (Sept. 11 & 12)
 - Membership Information and Report – Jacqueline Denton was ill and could not attend. At the last report there were 61 Members and 7 Friends of NMCASE.
 - Treasurer Report – Teresa Carmack: Current balance \$20793
 - Recent purchases: Starbuck’s gift cards for the Directors’ meetings, and a cooler
 - Recent Income: \$40 – new friend’s membership
 - Discussion was held on the method used to approve expenditures. Current method is to discuss among the officers and get approval or make a motion at a meeting. All agreed that this was efficient and sufficient. No changes will be made to this process.

6. Action Items:

- Approve Minutes from July 2013 Meeting
 - Shelley Baquet 1st, Jerry Reeder 2nd. Motion carried.
- Approve Membership Report: No new report to approve.
- Approve Treasurer's Report
 - Jerry Reeder 1st, Sonja Lawson 2nd. Motion carried.

7. Other Business: No other business.

8. Schedule Next Meeting: January 2014, Time and Place to be announced.

9. Adjourn: Motion to adjourn at 4:40 pm.

- a. Teresa Griffin-Golden 1st and Jerry Reeder 2nd. Motion carried.