Arkansas Association of Federal Coordinators  
Board of Directors Meeting  
Hot Springs Convention Center  
2019 AAFC Spring Conference  
May 1, 2019  
11:00 am - 12:30 pm  
Meeting Notes  

I. Call to Order  

*Dr Kim Anderson called the meeting to order at 11:20 am*  

II. Members Present  

*Dr. Kim Anderson, President, Paul Jenkins, Vice President, Karleen Sheets, Past President, Shantele Raper, Secretary-Treasurer, Christie Jay, Past President, Gwen Adams, Region 3, Kimberly Glass, Board Member Region 4, Judy Ballard, Region 5, Kristie Ratliff, Region 6, Sharon Hale, Region 7, Jenny Barber, Region 8, Susan Gilley, Region 9, Anita Farver, NAFEPA Board Member 1, Robynn Keene, AAEA*  

III. Approval Consent Agenda  

a. 2018 Fall Board of Directors Meeting Minutes  

b. 2018 Fall Business Meeting Minutes  

c. Financial Report  

d. Membership Report  

*Dr Anderson asked for everyone to review the Fall Packet.*  

Motion to accept- Gwen Adams and Second Judy Ballard.  

IV. Old Business  

a. 2018 AAFC Fall Conference- Paul Jenkins  

*In review of the Fall Conference, Paul mentioned revisiting the idea of moving from a three day conference to a 2 day conference, starting at Wednesday at noon and going through Thursday.*  

*The cost of lunch for two days was an area of concern, so a suggestion was made of only providing lunch on Thursday. Robyn noted request have been made for a one day conference rate, which would not work well. The board discussed booking the Keynote speaker on a Friday to increase attendance and engagement on Friday mornings. A concern was the difficulty in booking speakers for Friday. K. Glass recommended forming a conference committee to help plan earlier.*
In recap, the board determined to keep the same format for three days but strive to have the keynote on a Friday.

AAFC is contracted with the convention center until 2022 for three days. Robyn reminded the group the convention center is open to discussion for adapting the contract.

S. Raper will be working on the conference for next year and she will reach out to the group for help in planning.

b. 2019 AAFC Spring Conference- Paul Jenkins

Spring- Conference= Paul reviewed the conference and assigned facilitators

Special Ed- Kimberly and Jenny were asked by ADE to collect questions for Special Ed speaker to help them be prepared for Q & A.

c. 2019 AAEA Summer Conference- Paul Jenkins

ADE will present two sessions: Stroud and Chelsey Moore- Sent to Robyn

d. 2019 AAFC Fall Conference- Shantele Raper

As previously discussed, the board will work early on building a solid agenda for the fall conference. The board discussed sessions for parental involvement, student engagement, technology, and mindset. Other topics for the agenda, Tier I as an early session on Wednesday, Perkins V, Audit requirements, and Title IV. Robyn Keene suggested adding a 2 hour CASBO session to the agenda. S. Raper will begin to reach out now to book a Keynote for Friday.

e. NAFEPA-

Kimberly Glass/Anita Farver reported that are preparing for the fall workshop and spring conference. NAFEPA has a steady fund balance and good volunteers for NAFEPA.

f. Committee Reports

i. Membership- Teresa Lawrence-

Membership is steady and the brochure is available.

ii. Scholarship- Karleen Sheets

The new rubric worked well and Karleen and Robyn filtered the applications. The winners of the scholarships were Lindsey Logan- Mena High School and Katy Watson-Hector High School.

iii. Constitution- Gwen Adams
A news section was added and to be presented in the business meeting. Shantele Raper made a mention to accept the addition to the constitution.

iv. Nominating- Christie Jay

Karleen Sheets Is rotating out from Past President, Region I representative, S Raper moving into president, and Harry Alvis was nominated for Region 1 representative.
Julie Adams- Region 2 and Susan Gilley Region 9- Will remain on the board

v. Conference- Paul Jenkins/Shantele Raper

g. AAEA Legislative Lobbyist- Financial Support

AAEA Legislative Lobbyist was vital in keeping us informed. Constituent groups were asked to support this service.
Jenny Barber made a motion to Contribute a one time contribution of a maximum of $10,000 or the minimum of the pro rated share.
Seconded by Paul Jenkins

h. Mentoring Program

Regional reps updated the board on their progress with regional meetings.

V. Announcements

a. 2019 AAFC Spring Conference: May 1-3, HSCC
b. 2019 AAFC Fall Conference: September 18-20, HSCC
c. 2020 AAFC Spring Conference: May 6-8, HSCC
d. 2020 AAFC Fall Conference: September 23-25, HSCC
e. 2021 AAFC Spring Conference: May 5-7, HSCC
f. 2021 AAFC Fall Conference: September 22-24, HSCC
g. 2022 AAFC Spring Conference: May 4-6, HSCC

VI. Other Business

No other business

VII. Adjourn

Dr Kim Anderson made a motion to adjourn at 12:45 pm