**NHTM Board Meeting Agenda**

**January 14, 2016**

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

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

**(We will have a working dinner – due to PSU expecting us to exit no later than 7:30PM)**

1. ☐ Welcome & Announcements
* Cecile facilitating – called to order at 4.50
* Attending: Cecile, Laura , Gretchen , Terri, Elisabeth, Jeanine, Rich, Amy, Amanda, Matt

Absent: Andrea, Rob, Michelle, Donna D. , David K., Stephanie

1. ☐ Secretary’s Report Minutes – (Andrea)
* Terri -- # 17 –change to Bernadette Kuhn is currently at Manadnock Regional HS Annie Second change. All in favour. Minutes will be entered in with the one adjustment..
1. ☐ Treasurer’s Report - (Jeanine)
* Jeanine sent via email as well as provided paper copies
* Jeanine looking at a more efficient way to enter monies from PayPal.
* Report reviewed -- Change to made to Cecile’s registration for NCTM annual conference from NCTM leadership conference (line item where monies accounted for);
* Cecile asked for break out of expenses and income from the Dine and Discuss so that we can compare to previous years and help in plan for future events.
* Next expenses are math contest and spring conference
* Cecile: letter sent to DOE that due to paper work not in by 31 Dec. so non-profit organization status revoked. Cecile is working on getting NHTM reinstated under non-profit status in NH. Accountant had advised paper work not due unit 15 January (2016) when due 31 Dec. 2015
1. ☐ Membership Report - (Gretchen)
* Structured report similarly to last time sent out
* 31 people had accepted the free membership --- many not expired yet, but of those whose membership expired, 2 renewed.
* Online renewals – reminders sent out a couple of times.
* Gretchen: question on recognizing teachers who have been members of NHTM members for 25 years or is it recognized for 25 years of teaching and current member of NHTM --- Terri read what is up on the website and it states 25 years teaching/supervising, etc. and current member. Discussion – which perspective do we want. Mentioned may be could adjust info as “member since”

Motion made by Laura Culp: a) Change title from current 25 Years Mathematics Educator recognition program to 25 Year NHTM membership recognition. Criteria would be members for at least 25 years and are current members and that the website reflect this change. Jeanine seconded Vote all in favour – no abstentions or no – motion passes.

1. ☐ Newsletter Update - (Elisabeth)
* Please submit any articles by Monday 18 January 2016 – would like to get Mathesis out in time for people to have information about the conference in March.
* Rich asked if there was a specific math editor that would be more compatible to the newsletter. Elisabeth stated currently using word as most successful --- Rich suggested that we supply Elisabeth with MathType to allow for better integration of math symbols. Agreed upon – Money is in the budget.
1. ☐ State Math Contest - (Stephen)
* Cecile read letter from Stephan – PSU asking that for the math competition that security be provided for crowd control --- Options: pay per hour to hire 3 people or we could pay to train three or four people @ $20/person

Amanda motioned that we pay the $20/person to reimburse for 4 people to be trained. Jeanine seconded motion. **Motion passed** unanimously.

1. ☐ NCTM Update - (Terri)
* Request sent for sample consignment to have for the Annual Conference on 18 March.
* Cecile mentioned that she thought that she had read someplace that there was a discount in Affiliate dues to NCTM if paid in February vs. March. Terri will check on.
* Terri put request to have our annual spring conference on the NCTM site.
1. ☐ ATMNE Update - (Rob)
* NE Math Journal will no longer be printed. Members will go online ---- will need login and password to access-- will be given to members.
1. ☐ NH DOE Update - (Donna Dubey)
* K-8 Competencies committee --- met twice – going for NH Doe for approval – will be done in grade spans, K-2, 3-5 and 6 - 8 ( competencies similar to HS competencies) --- will have some model ones for people to see (dinner break ‘til 6pm).
1. ☐ Awards Updates:
	1. Evans Award – (Amy)
		1. No nominations
	2. Balomenos Award – (Cecile)
		1. Nominations and selection committee begun the process
	3. Prevost Award – (Rich)
		1. 5 Nominations and selection committee has begun the process
2. ☐ Nominations Update - (Annie)
	* 1. Secretary Bernadette Kuhn & Natalie (Archey) LaFlamme
		2. Secondary Sharon McCrone & Joseph Spadano
		3. Send out candidate information via e-mail on Monday, February the 15th and the voting will close by noon on Friday March 18th (Day of Spring Conference)
		4. If there were a tie it would be preferable to resend the candidate biographies so that people can make informed votes.
3. ☐ Website Update - (Matt)
	1. Everyone but Donna has an email address. Be sure that you check it or have it forwarded in some way.
	2. PayPal transactions via checking accounts go better than credit card transactions and Matt is going to call PayPal to try and get this sorted out.
	3. Any changes can go through Cecile or Matt. Cecile has editing powers, so easy edits she can manage to help Matt out.
4. ☐ Media & Public Relations - (Amanda)
	1. No real update except to begin advertising for Spring Conference
5. **☐ NHTM 2016 Spring Conference** – (Lauren Provost/ Betty Erickson via Cecile) <https://sites.google.com/a/nhmathteachers.org/nhtm-2016-spring-conference/>
	1. Looking at an enrollment of 200 and still working on a meal fee
	2. Registration rates were discussed including the first year teacher free membership rate, once the meal cost is decided this will be the cost of the first year teacher membership rate.
	3. Cecile will check on Food # date to decided when to cut the early registration cost.
	4. Decide to give students a complimentary membership with registration for $25
	5. Double check the refund date matches the registration due date
	6. Place Cancellation Policy for conference in the Confirmation email.
	7. Cecile will send out the registration information in case you need to share
	8. Annie and Cecile will be looking though proposals and sending them out for program
	9. Keynote Speaker is Eric Feldborg, former STEM Director with NH DoE and currently new CTE NH State Director.
6. ☐ ATMNE 2016 – (Cecile) [atmne2016.org](http://atmne2016.org/)
	1. Anyone has nominations for … (Balomenos and Father Bezuska Awards ) forward to Cecile
	2. All committee chairs are identified
7. ☐ Regional Coordinators Update - (Annie)
	1. Book studies are out, people have gotten the books and regional coordinators have started to make dates for reading the book. Each region has 6-18 participates within the book study. Everyone is trying different formats Google Docs/Wiki getting people to interact before the face-to-face meetings. Spring conference will have something for people to share what they are reading. Rob should be the moderator. There are 3 different books in the book study; *Numbers Talk, Putting the Practices into Action, Principles to Action* After the book study maybe we could have a volunteer submit an article for the Mathesis.
8. ☐ Scholarships Update - (Rich)
	1. Scholarships are on track, notifications went out this week to all high schools in the state, on the website, article in Mathesis and colleges.
	2. This is Rich’s last term and therefore needs to give someone his distribution list.
9. Other Business:
	1. Guest Editors could get a free membership and eligible for free registration to a conference - future discussion at May meeting.

Motion to adjourn Matt and Jeanine seconded all in favor at 7:13 pm.

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| REGION | COORDINATOR | E-MAIL |
| North | Kim Knighton | kknig@profile.k12.nh.us |
| West Central | Susan Kurtz | skurtz@sau88.net  |
| Central | Amy GregoireKelly Wood | agregoire@bownet.orgkwood@bownet.org |
| South West | Donna Furlong | donna.furlong@sau24.org |
| South Central | Kellie Gabriel | kgab@comcast.net |
| South East | Lauren Provost   | laureneprovost@gmail.com |

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