

Council for Exception Children Teacher Education Division

Spring Report of: SECRETARY
Date Submitted: March 25, 2009
From: Mary Catherine Scheeler
Office/Term: 2009-2010

Contact Information: Penn State Great Valley
30 East Swedesford Road
Malvern, PA 19355

Current Office/Committee Goals (2009)

1. Become familiar with policies and procedures of the office
2. Explore ways to efficiently monitor electronic Board votes
3. Assist the TED Board as needed

Current Committee Members

N/A

Next Scheduled Committee Meeting (date, location, time):

N/A

2009 Accomplishments:

1. Reviewed all minutes submitted by previous TED Secretary
2. Distributed TED Conference minutes to Executive Board
3. Certified electronic Board votes
4. Participated in electronic voting and related discussions

Action Items for the Board to consider:

None at this time