

THE COUNCIL FOR EXCEPTIONAL CHILDREN

TEACHER EDUCATION DIVISION

REPORT OF: PRESIDENT

DATE: MARCH 23, 2006

FROM: Linda A. Patriarca
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TERM: January 1, 2006- December 31, 2006

GOALS: To become familiar with and carry out the duties and responsibilities of the position of President which include:

- *serving as the chief executive officer and spokesperson of TED
- *providing leadership for general policy making and goal setting
- *working with the administrative assistant and the treasurer to implement the approved budget
- *representing the Division in coordinating efforts with CEC, IDC, other units of CEC and other organizations
- *serving as chair of the Conference Advisory Committee and as an ex-officio member of all other committees
- *monitoring dissemination of information about TED
- *conducting annual evaluations of persons employed by TED and the Board self-evaluation

Implement new TED Constitution

ACCOMPLISHMENTS:

This is the first of two reports and will cover the period January 1 – March 31, 2006.

Communication with TED Officers/TED Candidates/Nominees

- *Sent Congratulatory e-mails to all newly elected Board Members and provided them with a list of TED Meetings at CEC in April (including those they were expected to attend) so that they could make flight/hotel arrangements
- *Sent Thank you letters to all individuals who were TED Candidates for Office and/or Nominees (who did not make the slate and asked them if they were interested in serving on a committee)
- *Developed list of individuals who have indicated an interest in serving on TED Committees

President's Report: Patriarca-April 2006 (p.2 of 5)
Communication with TED Board Members and CEC Staff Organizations

*Phone Conferences with Diana Hammitte, Georgia Kerns, Mary Anne Prater, Lisa Monda-Amaya, Marsha Lupi, and Chris O'Brien (student member) on budget, membership, committee structure, etc.

*E-mail correspondence with Betty Ashbaker, Chair, Paraeducator SIG

*Phone Conference and e-mail contact with Deb Zigler, initiating discussion on how TED and CEC might work together on issues of mutual interest

*Phone conference with Linda Marsal, Anna Henderson and Susan Simmons regarding TED Participation in a Membership Ad Hoc Committee. Discussed with L. Monda-Amaya and agreed to participate: C. Watkins (TED Prof. Rep.), J. Burgener (student rep), L. Monda-Amaya (TED Professional Rep), and M. Miller (student rep).

*Phone conference with Richard Mainzer about time on the agenda for Professional Standards and Practices Initiative

*E-mail to Susan Simmons about attending the TED Board Meeting-Student Membership transitioning to Professional Membership

Communication with Other Entities: Organizations
TED/HECSE

•E-mails to Stan Shaw, in his role, as HECSE Chair, to set up the meeting and payment of food between HECSE and TED at the CEC Convention in April, 2006.

Phone Conversation with Stan Shaw to finalize the agenda for the meeting

E-mail communication with J. McLesky: TED participation with HECSE in researching High Quality Teacher Issue in anticipation of NCLB reauthorization. Discussion item: TED/HECSE meeting

Washington Partners/AACTE

Phone Conference with Jane West to discuss her roles/responsibilities and her participation at the CEC convention and TED Conference, TED budget, contract, etc.

Discussion with Jane about a short update at TED Business meeting and at the TED/HECSE breakfast

Meeting set-up with Jane for Friday at CEC-2:00 p.m.

Approved letter to McKeon & Miller re. HR 609: College Access and Opportunity Act of 2005.

Signed on to CCD's comments on the 2% regulations. (Information sent out to the Board. Received feedback from 5 individuals).

President's Report: Patriarca-April 2006 (p.3 of 5)**Other Entities**

*E-mail and Phone Conversations with Jane Calahan and Rahima Wade regarding TED's collaboration on a national teacher education professional development initiative (PLAN Grant)

*E-mail to Dan Reschly and Sabrina Laine in response to their letter regarding how the National Comprehensive Center for Teacher Quality and TED might work together on issues of recruitment, retention and preparation of personnel in special education

Executive Committee Lists/Committee Membership/Communication System

*Put out a call by e-mail for updated contact information

*Worked with Diana Hammitte and Betty Epanchin to update new Executive Committee Lists

*Updated Doctoral Student Representatives List (Sent out a communiqué to Keri Altig (Doctoral Student Representative) asking her for information on all doctoral student representatives—She gave me 4 names—Lee Sherry supplied two others)

*Initiated contact with Committee Chairs (Membership, Budget and Finance, Publications, etc.) to update Committee Membership Lists and Appoint New Members (This needs to be finished)

Arrangements/Responsibilities of President at CEC Convention-2006 Salt Lake City

Developed agenda for Executive Board Meetings, TED Business Meeting and Conference Advisory Committee Meetings for CEC Salt Lake City (in my role as President)

Took charge of the Space Allocations for the CEC 2006 Convention (Salt Lake City, Utah) and worked with Georgia Kerns on Food Allocations (Worked with Jane Uffelman to ensure that Georgia Kerns was the contact person for Food).

*Sent out a list of TED meeting dates, times and places to be held during the 2006 CEC Convention to all Board members and Committee/Caucus Chairs (SSEPC, Paraeducator, Diversity)

*Worked with Stan Shaw and Georgia Kerns to finalize food arrangements/billing (HECSE is paying for the breakfast)

Conference Advisory Committee Chair: Work**1. Memo of Understanding for TED/TAM Joint Conference**

Wrote a draft Memo of Understanding on Roles/Responsibilities for each organization relative to the hosting of a Joint TED/TAM Conference (based on notes taken a post-conference meeting in Portland)

President's Report: Patriarca-April 2006 (p.4 of 5)

Revised and updated the draft memo based on feedback obtained from TAM (Zabala, Heinman, Castellani) and TED (Patriarca, Kerns, Schwartz, Hammitte)

Sent out Revised Memo of Understanding to TED Board Members for review—(Need to discuss and finalize)

2. TED 2005: Conference in Portland

Developed an evaluation form for gathering feedback on the Qualitative Research Workshop co-lead by Corrine Glesne and Marleen Pugach (per Pugach's request). Sent out electronically to all participants. Received approximately a 50% return rate. All responses were extremely positive.

3. TED 2006: Conference in San Diego

As Chair, Conference Advisory Committee, have worked collaboratively with Stu Schwartz, Georgia Kerns, Diana Hammitte and other board members on giving Stu feedback on questions/issues/ideas he has forwarded regarding the TED 2007 conference.

4. TED 2007: Milwaukee

Contacted Judy Winn and Amy Otis-Wilborn regarding Hotel Agreements and TED Conference Advisory Committee Meeting. Also contacted Lyndal Bullock/Tom Sileo re. attending meeting.

Asked Judy and/or Amy to come to the TED Conference Advisory Meeting in Salt Lake City and provide an update. (Otis-Wilborn will attend)

Clarified TED Board Contact persons for this conference (Walther-Thomas & Kerns)

5. TED 2008 and 2009: New Conference Sites

Plan to hold discussions in the Executive Board Meetings and in the Conference Advisory Board Meeting on site recruitment and selection for TED 2008 and TED 2009. Several sites were presented and discussed briefly during TED 2005 (e.g., Indianapolis, New Orleans, etc.) but none have been finalized.

CEC/IDC Phone Conferences/ Meeting

Participated (with Georgia Kerns) in IDC Phone conferences held every other month.

Plan to participate in IDC meetings (with Georgia Kerns) at CEC Convention in Salt Lake after pre-Executive Board budget meeting to be held with Mary Anne Prater and Diana Hammitte

Plan to discuss CEC International Memberships for Professionals in Foreign Countries and TED Division Plans (if any) to recruit and support these types of memberships (e.g., additional costs to support Journal mail costs, US cost of membership is out of reach for many professionals especially those in developing countries)

PHONE: (303) 620-4074 κ FAX: (303) 620-4588

President's Report: Patriarca-April 2006 (p.5 of 5)**Plans for the Coming Year**

Plans for the Coming months include (among other things):

- (1) Working with the Executive Board to establish a set of goals for the remainder of the 2006 year
- (2) Working with the TED Administrative Assistant and the TED Treasurer to monitor the budget, to identify an accountant, to submit 2004 IRS taxes (if they have not been filed) and 2005 IRS taxes
- (3) Calling and presiding at meetings of the Executive Committee, the TED Executive Board and at General Business Meetings and the Conference Advisory Committee Meeting
- (4) Attending other committee meetings and events as time permits
- (5) Recommending to the Executive Committee the chairs of standing committees and/or members of committees, appointing ad hoc committees, as needed, and overseeing selection of Student Representatives
- (6) Representing the division in coordinating efforts with CEC, other divisions, other units of CEC, the IDC and other organizations.
- (7) Serving as Chair of the Conference Advisory Committee and ex-officio member of all other committees
- (8) Making an annual report to The Council for Exceptional Children
- (9) Monitoring and approving information for dissemination through the TED Announce List-Serve
- (10) Conducting annual evaluations of all persons employed by TED
- (11) Attending the Division Manager's Membership Meeting-Tuesday, 11:00-12:00 for Lisa Monda-Amaya (New Member-at-large- for Membership: Plane does not arrive until late afternoon)
- (12) Attending the Division Manager's Treasurer's Meeting-Saturday 10:00 -11:00 with Mary Anne Prater)
- (13) Attending IDC Leadership meeting in Arlington, Virginia on August 3-4 2006
- (14) Preparing for the TED Conference Meetings in November, 2006.
- (15) Working closely with Georgia Kerns, the President-Elect to ensure a smooth transition of officer duties/responsibilities

ACTION ITEMS:

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