

**MassCUE Board Meeting  
Holiday Inn, Worcester  
January 26, 2001**

Members present: Lelia Richardson, Laurene Belsile, Priscilla Kotyk, Marcy Reed, Arthur Jackman, Algot Runeman, Steve Olivo, Linda Colvin and Hamlet, Bev Reber, Jim Modena, Kathy Peloquin, Linda Dano, Kim Joyce (VES),

Call to order 5:34 PM

Update on VES

Question of being a formal member of the board. "Design going to 'belong' to the collaborative association members and school districts. So there is a signed authorization requirement. Bylaws of VES and a PowerPoint presentation were presented at the meeting.

VES, Inc. and Collaborative membership are separate components. Several school districts have officially joined as well as associations (a la MassCUE). Arthur Jackman, designated as the representative of MassCUE, is in his individual capacity as a board member of the VES board (which insulates MassCUE legally). 60% of the VES board will always be school superintendents so that associations cannot outvote the districts which are the implementers of the plan (schools). VES Collaborative owns and is responsible for the software. VES Inc. can comment, but it is the collaborative that is in charge.

Role of DOE:

DOE has been given state money to build VES.

VES has been given the additional \$4 million.

DOE is on the boards of both VES, Inc. and the VES Collaborative in an advisory capacity. No governance vote. VES organization can go back to state for additional money.

John Fuller, who is a consultant who works with DOE is to pay the bills.

What are MassCUE's responsibilities?

We would have vote in design, training, etc.

No dues will be required from MassCUE to the Collaborative.

Meetings will be every 6 months (one extra this year).

Working group meetings are once a month.

MassCUE can remove itself from the board with 30 days notice.

Sounded to Laurene that all money that comes in would only go to schools.

Proposed \$120,000 per participating school

February will open VES to all districts statewide. Money will be for schools as they come into the collaborative. Some grant money would also go directly to RFP to individual teachers. VES seeks grants to fund support for schools.

Working group meetings vary. Generally it is not the same person who sits as a board member that attends. ½ day meeting for working group.

Need to vote to be a partner/member of the boards. Need to decide who attends the meetings.

**Moved** that MassCUE desires that one of its board members or a MassCUE designee will participate as a board member in the organization known as VES, Inc. (Linda, Algot)

Anyone (Massachusetts educator) who wants to register can do so immediately and can log in.

Calendar of MassCUE will be incorporated into an individual's calendar if that person is a part of the "group" in VES.

Need to clarify that a person who enrolls in the MassCUE "group" is enrolling only in the Virtual Space. VES can be set up to act like a web site only for members of the organization.

Initially can have open organization and then choose to make it exclusive, members only.

Recommend including an Information button: Who to contact, how to join.

Groups can be either open or closed.

Individuals enroll in organization "groups" such as MassCUE in Virtual space.

MassCUE announcements will come up on an individual's space along with announcements from other organization "groups" in which the individual is enrolled.

Also a roster is available of enrolled "members" who are not really members of the organization. Also offer a code which would limit access and be printed on member mailing labels (same code for all members). Can have NT style groups to which real members can be entered and removed.

Manpower issue for current web site.

Kim suggests she would work with our representative to help doing the initial posting of information. On the information button. Add documents button later. Once a month – add in the calendar. This really makes a member's use of VES be enhanced. Stay open organization early. Then close the pieces that are "valuable" as member benefit.

Can create a "Quiz" for a poll of the board or other member groups.

Communicate to VES users can pass our messages

Typical groups are:

District level group

School level group

VES committee: Kathy Peloquin, Jim Modena and Linda Dano volunteer to head.

Greater Lowell (Dano) has resources which can be used to further MassCUE's VES implementation. MassCUE has the potential and can link higher education to VES.

Online components can tie in with conferences, leverage VES to get PDPs.

Dano sees MassCUE as the catalyst of this kind of VES.

Survey and Polling available for school districts.

Link from our own Web page to VES.

Principals want private group space.

Map plan of your school's organization.

Group level is different from organization. Some parts inside an open organization can be set up as private. Private survey.

This is going to change the workplace for educators.

Make a group if you need it, be clear that if it is not needed.

Tell people what the parameters are.

Active organizations.

Recommended: Call MassNetworks to ask for support for [board?] member's schools.  
 Look for training from them or from Worcester.  
 An email engine is now part of VES.  
 MassEdNet money pays for the dialup not the account which is free.  
 While we could spend the whole meeting on VES, we must cover some other ground.  
 Look at a Saturday March 10 as a potential board member training date for VES.  
 Worcester State College Nicky Brown is contact. Kim will contact Nicky Brown for the date available. Forward available dates to Laurene who will send to us.  
 All board members can be as managers of the MassCUE.  
 Linda Dano wants to be at our meetings routinely so Greater Lowell  
 March 9 is the next board meeting in Worcester.  
 Look for superintendent to become involved in VES.  
 District involved in making the decisions.  
 12 total board members on collaborative board.  
 8 current.  
 See HEC Hampshire Educational Collaborative model for collaborative options.  
 Every School needs a VES system administrator which the superintendent approves. (at the school level it would be the principal who needs to respond).  
 Move to accept min sep8 (Kotyk, Linda)  
 Move to accept nov 17 (Kotyk, Marcy)

#### Treasurer's Report:

Checkbook balance healthy  
 Though we have a current negative net for FY 2001, we generally have more income to come in during the second half of the year and we are way ahead of the position we were at last year.  
 Is billing more efficient or are we bringing in more money?  
 Note that all vendor tables were paid for the (2000 conf) and that money came in during 1999.

Attached report sheets show equivalent year to date figures for several years.  
 There were no pre-conference workshops this year.  
 Low number of requests for reimbursement of SIG expenses. May indicate late requests, but may also indicate less SIG activity this year.  
 Good fiscal shape. Accounting done. Tax handling for us may change as our net increases. Need to evaluate so we don't seem to have too much "profit".  
 Think about information we might want to see in future treasurer's report.  
 Laurene very pleased with the layout.  
 Moved to accept the treasurer's report. (Marcy, Algot)  
 Unanimous

Statehouse day: Laurene has not heard from Paula [Torielli?]. Must it be in May? There is not time to do effective preparation by May. If we are going to run it at all, we must pick another time.

Retreat: Curriculum Director – Technology Director. What is the link?

TERC (Jill Weber) program to help technology people see a link with curriculum for retreat.

May 3-4 at the Publik House in Sturbridge.

Approve consultant cost. \$6000.00, half up front and half after the event.

Contract for TERC.

Approve program -

Moved to approve proceeding with TERC as consultants to run this spring's retreat with additional fee per addendee for room of \$150/double \$175/single. (Bev, Linda)

Unanimous

Wait to pay \$3000 until we get the invoice from TERC.

Elections: Laurene will not run again. Appointed members of board expire with president's term.

Currently Priscilla, Ron, Sharon, Jim are the elected at large board members.

It is our procedure to change officers at the end of the Pathfinders event at the conference at the fall conference.

This spring's election should be done by May 15 to allow for the 6 month overlap.

This spring's election should be for the 4 officers.

Send a separate mailing including election announcement and retreat announcement.

Check-off on postcard to be returned for voting.

Call for nominations on postcard.

Nominations returned by [March 1]

Ballot to membership by May 10 with \$.20 stamp on it.

For practical purposes, the presidential candidate needs to have the ability to attend state level meetings which increasingly occur during daytime hours. It is certainly valuable that a candidate be a person who understands the MassCUE "culture" and needs. That does not necessarily mean that candidate has been a board member. SIG leaders, Conference committee members, long term members are good bets.

Very few could make MassCUE a full time job.

Need a person with support of their district to attend meetings.

Linda wants to make note that there are others here that qualify, notably Bev Reber.

MEET grant money to MassCUE includes 20% for publication,....

Cannot use money to give membership to MEET participants.

This is federally funded.

All our money must be spent for dissemination.

Can give memberships to presenters at our SIGs.

An honorarium is appropriate for the MEET presenters who make SIG presentations.

Conference Report

Have project MEET teachers as conference presenters \$100 per presenter at conference.  
Can Bev's MEET presentation.

The federal grant can pay for conferences while state grant cannot.

Move to approve that Laurene move ahead to flesh out the grant money plan for Project MEET.

(Marcy, Jim)

Passed - Unanimous

#### Tech Expo Partnership

There is a concern about our Web site, particularly time sensitive information.

Sharon is hurt. Kathy and Jim need the password.

Jim and Kathy have secured a free hosting site at MEC

Can enable passwords for folder access.

Move to dissolve partnership with MLI (Kathy, Marcy)

What does it mean to get out?

Huge contract issue with Apple. Our current contract has expired.

Should need to give back the server.

ALI owns the lesson plans jointly with MassCUE.

Moved to cancel/opt out of ALI at the soonest appropriate and legal date. (Algot, Marcy)

Passed - Unanimous

#### University of Lowell grant

Lessons of practice, create lesson rubrics, editing services. Channel this stipend to VES site development. \$1500 stipends were planned. Kathy and Linda did some work.

Need to develop a contract. When the contract is written, we will authorize the payment of the money.

ATR to look for copy of MLI/ALI contract to prepare for writing a letter to Apple.

Laurene pleased with the meeting

Move to adjourn at 8:27 (Priscilla, Arthur)