



MINUTES

ADVISORY COUNCIL ON THE EDUCATION OF GIFTED AND TALENTED CHILDREN

Monday, March 31, 2014

Meeting 2

Venue:

Jefferson State Office Building
 205 Jefferson Street, 5th Floor Large Conference Room, Jefferson City, MO 65102

Handouts:

- March 31, 2014 Agenda
- January 13, 2014 Minutes
- Sunshine Law booklet (new version)
- GAMbit Article of January 22, 2014
- Sign-In Form
- Operating Procedures
- Basic Roles and Responsibilities
- 7 Norms of Collaboration
- Norms of the NSDC Board of Trustees and Staff
- Collective Commitments
- Selection of Members
- Council Resolution

TOPIC	NOTES
Members Present	David Welch, Robin Lady, Sally Holt, Beth Winton, Lenae Lazzelle, Linda Smith and Renee Hasty
Members Absent	Patty Cookson and Nancy Pate
I. Call to Order	
Call to Order	Chairwoman Linda Smith called the meeting of the Advisory Council on the Education of Gifted and Talented Children to order at 10:05 a.m. on Monday, March 31, 2014.
Approve March 31 Agenda	It was moved by Beth Winton, seconded by Robin Lady, to approve the agenda of the March 31, 2014 meeting, as presented. Motion carried. (Yes: 5, No: 0)
Approve January 13 Minutes	It was moved by Robin Lady, seconded by Beth Winton, to approve the minutes of the January 13, 2014 meeting, as amended. Motion carried. (Yes: 5, No: 0)
II. Updates	
GAMbit Article	GAMbit Article by Linda Smith of January 22, 2014 was distributed. It was decided that the Council should continue to submit articles to the GAMbit. GAMbit is published quarterly (four times a year). Council members will rotate writing responsibilities, based on a sequence determined by the Chair. Council members will submit drafts to the Chair for review and input prior to submission to the GAMbit.
DESE Report	David Welch reported that desk audits of State-Approved Gifted Education programs have started at the Department of Education. Also, there will be federal money for AP/IB exam fee reimbursements this year, but will not cover the entire cost. Students will have to pay \$18 per exam.

Legislation Report	Kyna Iman, GAM Legislative Liaison, reported that GAM Day at the Capitol was February 26, 2014.
GAM Report	Robin Lady reported that GAM is launching a new professional website. GAM is also now able to accept credit card payments. April 25, 2014 is the next GAM board meeting in Springfield. October 17-18, 2014 is the annual statewide gifted conference and will be held again at Drury University. A discussion was made about having a clear division between GAM, DESE and the Gifted Council. Patty Cookson and Robin Lady currently serve on both the GAM Board and the Gifted Council. It was suggested that a request be made to GAM that a member of the Council give a report at each GAM Board meeting.
III. Old Business	
Sunshine Law	The new Sunshine Law booklet was distributed. Members were reminded that if one or two Council members are working on a project, they can e-mail Linda Smith and David Welch to ask for input. If more than three Council members are needed to discuss Council-related work, those conversations need to take place at Council meetings.
Council Resolution	All Sunshine Law requests are to go through DESE's legal counsel, who is Mark VanZandt. He is the Gifted Council's official custodian of records. The draft Proposed Council Resolution, along with DESE's Document Billing Sheet and Procedures for Charging for Document Search and Copies were distributed. It was moved by Beth Winton, seconded by Sally Holt, to approve the Council Resolution, as amended. Motion carried. (Yes: 5, No: 0)
Public Comment Sign-In Form	The draft public comment Sign-In Form was distributed and discussed. Modifications of the heading and wording of the final two columns were suggested. The form will be reviewed again at the next Council meeting.
Council Website	Renee Hasty reported that a link can be placed on DESE's Gifted Education web page for the Gifted Council's information. Beth Winton and Robin Lady volunteered to work on the web page and to prepare recommendations on lay-out for the next meeting.
IV. Council's Organizational Policies and Procedures	
Group Norms	Three examples of group norms were distributed for review. The Council revised the "Collective Commitments" handout and will adopt the revised norms for their work as a Council.
Preliminary Policies and Procedures Review	The draft of the Operating Procedures document was discussed and changes suggested.
State Websites Review	Council divided into two groups to review selected state council websites posted on the internet.
Update set of Policies and Procedures	The Operating Procedures document and the Basic Roles and Responsibilities document were reviewed and changes suggested.
V. Lunch Rep. Donna Pfautsch and Rep. Chrissy Sommer shared updates on current legislation	
VI. Establishing Council Goals	
Preliminary Discussion of Goals	Council reviewed and discussed the recommended Council Focus and Actions included in the Basic Roles and Responsibilities document.
Review State Websites	Council did not engage in a second website review.
Prioritize and Sequence Goals	The sequence of Council Focus ideas did not change.
Task Assignments	Sally Holt and Lenae Lazzelle were asked to work together to identify three or four outstanding annual reports issued by councils in other states. These reports will be shared with Council members and will be discussed at future Council meetings.
VII. Planning Upcoming Meeting(s)	
Dates	Suggested dates for our next meeting are May 29 or 30, or June 2, 3 or 4. It was also suggested that after the May/June meeting, we would meet again on August 4.

	Once Linda Smith receives available dates from Patty Cookson and Nancy Pate, she will e-mail all members with the date of our next meeting.
Topics – Data Needs, Gifted Program Guidelines, State Report, Other	David Welch discussed the selection process for Gifted Advisory Council members. When a Council member’s term is about to expire and the member would like to serve another term, David Welch suggested that the member should let the Commissioner of Education know. If a council member wants to recommend someone as a candidate for the Council, he suggested that the name be given to Linda Smith. David Welch will contact Robin Coffman, Chief of Staff for Commissioner Nicastro, to see if the Commissioner would like the Council to establish a process and timeline for filling Council vacancies. It was mentioned that openings can be posted on the GAM website and DESE’s website.
VIII. Adjournment	
Adjournment	It was moved by Sally Holt, seconded by Lenae Lazzelle , to adjourn the meeting. Motion carried. (Yes: 5, No: 0) Adjourned at 2:50 p.m.