



I. Board Members present: Tamara Honvlez, Kristin Metler-Armijo, Patty Horn

II. Review and Revise Minutes

Minutes were approved as is.

III. Committee Updates:

1. Professional Development

*Tamara shared that she would work with the PD Committee to establish a calendar and potential speakers for next year. This would be done before the next board meeting for the board to review and make suggestions.

2. Membership and Communication

* Patty shared that the May 5th meeting announcement had gone out with the website list serve. All RSVPs are being handled by her secretary, Sandy.

3. Treasury

* Tax ID Information: Nothing has been done as of yet.

* PDLA/SDCAz Standards Training: Invoices were received by Lisa from the PDLA training. Kristin contacted Cynthia Bradley from Miriam's office to see if more checks were ready for pick up. A message was left.

* Bank Account Information: Lisa K. was not present at the meeting.

* Current Bank Account Balance: \$?

* Current Expenses:

~ \$620.00 to Tempe Elem. for Dinner with Dennis

~ \$581.75 to Charlie's Café for PDLA training food

* Expected Expenses:

~ \$100.00 for incorporation and tax id # fees

* Actual Income: \$?

* Expected Income:

~ \$3900.00 from the PDLA Training. (ADE sent out the invoices to be billed to SDCAz)

IV. Plan the Presentation for May 5th

Setting the Stage for Where SDCAz has Been and Where We are Going

1. Introductions and Welcome (**Someone needs to do this.**)

- Establishing norms
- Reviewing who we are
- Review the Agenda for the day

2. Reviewing the History of SDCAz (**Tamara will do this**)

- (timeline activity)
- Way to begin networking

3. Reviewing the Board Charge (**Kristin and ? will do this**)
 - Discuss and share what the charge was, and how we met the charge.
 - Presenting the revised Belief Statements, Goals, and Constitution and Bylaws as part of the charge
4. Conduct the voting in of the Constitution and Bylaws (**We were hoping Tracy would do this**)
 - Only members would be eligible to vote. Those members who pay their registration the day of the meeting can vote.
 - A voting ballot needs to be created.
5. Showcasing the Website (**We were hoping Lisa Caraboa would do this**)
6. Treasury Report (**We were hoping Lisa Koenig would do this**)
7. Belief statements into Practice (**Patty will be doing this**)
 - Participants would be divided into groups to have conversations about the belief statements and how they apply to the professional development practices in their organizations.
8. Presenting the 2006 – 2007 Dates (**Tamara will do this**)
 - Dates for the fall and spring business meetings will be shared: 9/1/06 and 5/4/07
 - Participants will share any pd opportunities they will be offering next year.

* Kristin will work on creating a powerpoint.

V. Review and Revise Governing Board Goals

* The board determined organizational goals and who within the organization would see to the goals being attained.

2006 – 2007 SDCAz Organizational Goals

Goal	Responsible Party(ies)	Resources
Offer three professional development opportunities	Professional Development Committee	
Expand membership to include all staff development providers in the state	Communication/ Membership Committee	
Become recognized by schools and other organizations in the state	SDCAz Members	
Develop structure for a statewide conference in '07 – '08	Annual State Affiliate Conference Committee	
Develop structure for statewide networking	Governing Board	
Develop criteria for SDCAz sponsorship and partnership	Governing Board	
Create a budget to support the organizational goals	Governing Board	



VI. Review and Revise Submitted Amendments to Bylaws and Constitution

* No suggestions were submitted. Therefore, the Constitution and Bylaws will be presented as is.

VII. Develop Criteria for SDCAz Sponsorship and Partnership

* This was added to the goals for next year.

VIII. Other Agenda Items

* NSDC Institute Application:

After further discussion, it was determined that the expectations for the organization were well within reach of the affiliate. The application for an institute here in Phoenix was started. Tamara will be contacting several of the members on the PD committee to help complete the application for submission by May 1st.

Those in attendance felt that the benefit that our affiliate could gain financially and visually would benefit us tremendously. A completed copy of the application will be sent to all of us from Tamara once it is ready for submission.

IX. Closing

- 1. Set next meeting dates:** Tuesday, May 23 at the Pendergast Learning Center. 9:00 am to 2:00 pm
- 2. Set next agenda**

Governing Board Meeting Agenda Tuesday, May 23, 2006

- I. Group Check In
- II. Review and approve 2/22//06 Meeting Minutes
- III. Committee Updates
 - Professional Development
 - Membership and Communication
 - Treasury
- IV. Reflect on the May 5th Meeting
- V. Review plans from the Professional Development Committee
- VI. Establish board meeting dates for next year.
- VII. Wrap up for the year
- VIII. Other Agenda Items
- IX. Closing