

**MCTM Board Meeting  
Agenda  
26 January 2012: 10:00 AM to 4:30 PM  
Comfort Inn, Bozeman**

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**Meeting began at 10:00 a.m.**

**Present:** Jim Hirstein, Beth Burroughs, Angel Zickefoose, David Erickson, Lisa Wood, Mandy Bighorn, Rodd Zeiler, Laura Ascheman, Marcia Boothe, Melissa Romano, Jean Howard

**Excused:** Cliff Bara, Marcia Anderson

**Reimbursements**

**Announcements**

- Philadelphia – NCTM National Conference: - April 25-28, 2012  
David Erickson, Jim Hirstein, and Lisa Wood
- Affiliates Conference – Atlanta, GA, August 3-5, 2012  
Anyone interested let David know
- Other-Jean Howard has been nominated to represent Montana on the SMARTER Balance committee

**Reports**

- **Minutes** – Mandy
  - Motion was made, seconded and approved to accept minutes from the Board meeting and Annual Boarding Meeting in October 2011.
- **Treasurer** – David for Cliff
  - David for Cliff, MCTM Account Balance report was circulated and discussed with no changes.
- **Membership** – Lisa
  - We currently have 337 members, and Lisa emailed past members to renew their memberships. Overdue members will receive notification and need to reply to Lisa by June or she will remove them from the list. The membership list is available on Google Docs as a view only document.
- **Election Committee**– Jim
  - Since our annual October Board meeting Jim has contacted members from Region 1 and Region 2. The election voting will now be an electronic link using Google Surveys, in the newsletter instead of mail-in ballot.

- **Math/Science Leadership Conference Update – Angel**
  - There are 67 attendees, with 12 presenters and break out sessions. There are currently 5 people serving on the Leadership Conference Committee. MCTM Board has a representative participating on the committee, because this is Laurie Enbo's last year, the Board needs a new representative. The responsibility includes: helping find presenters (keynote/breakout sessions), contact presenters, and find what presenters need. Laura Ascheman has volunteered to help serve on this committee as the MCTM Board representative.
  
- **NCTM Western Region Rep – Lisa Scott**
  - David for Lisa Scott, reminder of the upcoming conferences and suggested we all read the January message from the NCTM President.
  
- **SIMMS update– Lisa Scott**
  - David per Lisa, Kendall-Hunt has not been able to make it to Montana to visit regarding royalties after representatives met with them at the National Conference in Indianapolis last April. Lisa will contact them again for further discussions.
  
- **Native American Scholarship Awardee – Beth**
  - No one applied, therefore nothing was awarded. Beth will contact schools to find more potential candidates and let them know the deadline is extended. Beth and Jim are currently on the Native American Scholarship Committee and will need to be replaced. Beth will remain on the committee but a new chair of the committee who serves on the Board will need to be elected.

Break 12:15 p.m.

Reconvene 12:48 p.m.

- **MCTM Corporate Sponsors – Lisa W**
  - No additional news to report at this time
  
- **Regional Reports –all**
  - No news to report other than the dates for the Math Contest:
    - The Missoula site will host the Math Contest at the University of Montana on Feb. 29<sup>th</sup>
    - The Billings site will host the Math Contest on Feb. 21<sup>st</sup> (there has been a decline in participants in this area the past few years)
    - The Helena site will host the Math Contest on March 15<sup>th</sup>

- **Newsletter** - all
  - The on-line newsletter is going well, please continue to turn in your articles on time to Angel.
  
- **MEA-MFT Billings 18-19 October 2012** – Lisa and Mandy
  - Lisa has spoken to John Carter and he has agreed to be the keynote speaker as well as present workshops on mathematical practices and professional learning communities. The first meeting regarding MEA-MFT is January 27<sup>th</sup> in Billings. Please think of about 10 people that would be great presenters for the conference and send to Lisa, Mandy, and David.
  
- **MLC** – Melissa
  - No news to report, but they are searching for a new Executive Director.
  
- **OPI** – Jean Howard
  - On the OPI Website for new Common Core, under the Professional Development tab; OPI would like MCTM to become the promoter and organizer for the Montana Common Core Standards. OPI can help provide venues and marketing. How can MCTM help OPI tie math content and mathematical practices for professional development opportunities?
  
- **NCTM** - Lisa
  - The 2012 Annual Assembly is in Philadelphia, Pennsylvania on the 26<sup>th</sup>-29<sup>th</sup> of April. The Affiliates Conference is in August, it is great way to network and work on leadership goals. The NCTM Journals have gone on-line at the JSTOR (Journal Storage), this program gives users the ability to read current and past journals (up to five years old).
  
- **Others**-Lisa
  - T<sup>3</sup> application deadline for the Billings MEA-MFT in 2012 was missed, but we will be contacted to apply for the Belgrade MEA-MFT conference in 2013. (The application is available about a year and half ahead of the conference)

Break 1:40 p.m.

Reconvene 1:50 p.m.

**Business:**

- **PDA** – 2011 Montana Content and Practices Standards-Mathematics  
 June 25-26 at MLC – Discuss agenda and presenters  
 \*Provide service throughout the state on Common Core and learn about the content

\*Focus on the change in that Grade, how the Common Core looks different (8 presenters)-content, critical focus areas

\*2-days/1 night

\*Grade bands: K-2 (Melissa), 3-5 (Angel, Mandy), 6-8, 9-12

\*\$200/per person, K-5, Helena; pay the presenters \$1,000 each; 2 people per grade band K-2, 3-5

\*6-12 plan, advertise at same time; Billings

□ Budget – Budget Committee

MCTM budget was circulated and discussed, motion was made to accept the budget and reconsider the budget at the June Board Meeting, seconded approved

MCTM profit and loss was circulated and discussed, no changes

□ Newsletter items- Angel will email reminder

□ Small Classroom Grants – Angel and Mandy

Please check your email to look at the classroom grant proposal form. We would like to advertise in the March newsletter and award by the end of April. The grants would be \$300 per Region.

□ Board members responsibilities

➤ Jim Hirstein:

- Gather biographies from Region election nominees

➤ Angel Zickefoose:

- Notify PDA Scholarship winners after PDA is determined
- Put 2 year membership winners on Facebook
- Look at Corporate Sponsorship Letter and give feedback to Lisa Wood
- Contact Tony Riehl - set up a meeting between Rodd and Tony
- Get Lisa Wood and Mandy Bighorn a list of names of possible presenters for MEA-MFT
- Contact Faye regarding block of rooms for MEA
- Common Core, *Train the Trainers* curriculum development
- PDA Flyer; PDA application (K-5)
- Newsletter emailed out
- Leadership tomorrow

➤ David Erickson:

- Send MCTM stationary to Lisa
- Send names to Lisa and Mandy potential names for MEA-MFT presenter
- Discuss with Lisa about membership circle

- Ask Linda Horst about \$1.50 coming back to MCTM board for each student for the math contest and her opinion on how that would affect individual student payment, as well as ask if sites can pay for a scholarship out of their account
- Lisa Wood:
  - Contact two year membership winners
  - Look for MCTM banner
  - Discuss with Angel: Pizza, Problem, and Pop sectional
  - Work on letter for sponsorship
  - Attend MEA-MFT meeting and share with Board the theme, look into hotels for the conference in October
  - Look into consignment for the MCTM booth at MEA-MFT
  - Become better educated about the Common Core
- Rodd:
  - Work on the website with Angel and Tony
  - Create a survey for the voting on-line
  - Begin investigation in designing for the *Train the Trainer*, Common Core
- Laura:
  - Be available for planning for the Common Core professional development
  - Send list of names to Mandy and Lisa for MEA-MFT
  - Meet with Angel and the Leadership Conference committee to help plan the next conference
- Maria:
  - Keep up the newsletter responsibilities
  - Email list of possible presents for Common Core workshops
  - Read Lisa's letter and send her feedback
  - Facilitate MCTM southeast math contest
  - Attend Leadership Conference
- Mandy:
  - Send David Board minutes for Jan.
  - Edit and send Tony Oct Board & Annual Board minutes to post on the website
  - Work on PDAs with Angel and Common Core, *Train the Trainers*
  - March Newsletter Responsibilities
  - Small Classroom Grants
  - Think of presenters for MEA-MFT
  - Work with Lisa as co-program chair for MEA-MFT
- Next meeting date and time- June 8<sup>th</sup> and 9<sup>th</sup> at the Montana Learning Center

**Adjourn – 5:00 p.m.**