

Women Education Leaders in Virginia Board of Directors



September 22, 2017

10:00-1:00

9:30 Coffee and Conversation

Zehmer Hall, School of Continuing and Professional Studies, University of Virginia
104 Midmont Lane
Charlottesville, VA

Confirmed Attendees:

Item #	Leader	Topic	Time	Discussion	Outcome	Action	Person Acting	Document
1	Linda Reviea	Welcome and Introductions Introduce Cathy Balderson, Region 3 Representative Sarah Tanner-Anderson Higher Education Representative	10:00-10:05	Elaine went through the list and to let her know if we need to make any changes. Sarah Tanner-Anderson discussed her email address may be wrong – not receiving emails.				Contact Information Board
2	Linda	Agenda Overview	10:05-	Linda called meeting and welcomed		Board		Agenda

	Reviea		10:10	<p>everyone. Welcome to our new members. All attendees introduced themselves. Shannon Beasley – currently unemployed Jennifer Ewing – Principal in Horizon Elementary Loudon Co – also president of WALL Jenene Gorham – Dir of PD office – just finished doctorate from John Hopkins Sarah Tanner-Anderson – higher ed representative Nancy Lenard – Superintendent of Charlotte Co. Region 8 rep. Kim Evans – Assistant Superintendent in Hopewell Beth Baptist – online – Dean of faculty with Strayer – past president Linda Reviea – current president Sheri Almond – C&I in Cumberland Elaine Fogliani – executive Director</p> <p>Everyone has an agenda – any changes we need to make – strike conference statement in #4</p>				
3	Taneshia Rachal and	Approval Minutes	10:10-10:15	<p>Kim moved Shannon 2nd All approved</p>	Board approval needed	Board		Minutes July 21, 2017 Ret
4	Judy Lam	Financial Statement Conference Statement	10:15-10:20	<p>Judy not feeling well but sent information out – 1 change put CD in statement. Judy is working on collecting from those who have not paid – she is leaving thee</p>	Board approval needed	Board		Budget Financial Statement

				<p>restaurant in Gordonsville – and we hope to get in cleaned up soon.</p> <p>Also send invoices for Shannon’s summer conference.</p> <p>Shannon – moved Kim 2nd - all approved</p>				
5	Elaine Fogliani	<p>Schedule of Board Meetings</p> <p>January 19, 2018 Conference Online</p> <p>March 14, 2018 Face to Face</p>	10:20-10:25	<p>Other than retreat in March and July – so the next one will be online thanks to Regina’s help.</p> <p>Put date on calendar</p> <p>Elaine will also be sending out emails with information.</p>		Board		
6	Elaine Fogliani Judy Lam	<p>Annual Conference Update</p> <ul style="list-style-type: none"> • 2018 Conference • Board Responsibilities • Sponsorship Categories • Concurrent Session Proposals 	10:25-10:40	<p>Elaine will walk through this with you.</p> <p>Working on Sponsorship and Judy will help with this.</p> <p>There is a list of speakers and Elaine will be talking to them in the near future.</p> <p>Shelley is coming – her book is wonderful – and she can get us the book for \$12.00 – so I have increased the early registration and also work on getting a sponsor for the book – so we can give everyone a book.</p> <p>Afternoon on Thursday – we have concurrent sessions – the only one planned is 1:15 – 2:15 (people are working on that)</p>	Board will receive information.			<p>Conference Outline</p> <p>Board Responsibilities</p>

			<p>We have contacted Dietra Trent – but with the election there could be changes so she is hesitant. So no speaker so do we want to have break out session? That would allow more women leaders to be showcased. Shannon – we have talked about panel and round tables. Sarah asked if they have to register. Kim asked about book talks – no one stayed. Linda discussed how we keep people to stay and breakout or panels might help. Elaine talked about how many drive in to the conference. If we do breakouts there is no theme – but with panel and round tables we will need some direction.</p> <p>Make a break – out that is built around the theme of mentoring or growing as a leader – superintendent panel – sessions on how to network (Linda)</p> <p>Kim – maybe how you get from here to here maybe do different things - people from different backgrounds on the same panel.</p> <p>Theme – Mentoring and Creating a Supportive Network.</p> <p>Beth concerned if we go to break out then people can slip out. Shannon talked about having breakouts with different levels of panels.</p> <p>Nancy referenced Trent’s talk last year both</p>				
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			<p>positive and negative experiences. Elaine asked for clarification – what should we make the breakout sessions work – should we do it separate or mix it up? Jennifer – talked about going into AP to Principal then central office to Supt. Linda agreed about how the roles are very different- and that each level serves different role. Maybe do a “Set the Tone Session “and then send them to different areas – and explain the different sessions and go into round tables. Also consider higher education. Kim is going to design this and serve as the person who does the “Set the Tone” section. Linda talked about showcasing people who took different paths. Jennifer talked about which path do you see yourself in and then they can make some decisions that way. Linda said it also goes with the guest speaker in the morning and kick start what we want to do in the future with mentoring.</p> <p>Friday – business meeting – Region meetings then Noelle – and Steve Staples- Guest speaker is Lee Ann Jung – then Awards luncheon and closing ceremony.</p> <p>Board Responsibilities – see hand out -</p> <p>Sponsorships – Judy did design something</p>				
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				that will show the different levels. Offer the book sponsorship for \$3000.00 and put their sticker inside. Shannon suggested put this in to a formal type to share and also share what WELV is about. – Shannon agreed to help				
7	Elaine Fogliani	VASCD Presentation	10:40-10:50	Accepted to present – use book from the conference. It is Nov 30-Dec1 Beth is helping with this presentation – it has been approved. Need two more people. – If you want to be on the panel or know you are going - Sarah is planning to go and would love to be part of the group. Kim is also going and Linda may show up as well and help Elaine with the presentation. Jennifer agreed that she will help if needed. (Maybe dress like a pirate). Elaine will order books and have them mailed to you.	Board will receive information.			
8	Judy Lam	Report from Executive Coordinator	10:50-11:00	That was sent to us by Judy – Financial part – don't forget 10,000 CD. Membership – Judy is ready to have membership at anytime – and this may help with new members. And we go out and try to get new members. We need to figure out how to consider this with conference registration and also how to we do to help people who are presenters. Linda talked about how to accommodate the membership as well as	Board will receive information.			

			<p>letting some register with only one day. Elaine says Judy has a plan to monitor – and Shannon offered to help.</p> <p>Website - Judy is working on this and send pictures if you have them. Linda asked when it will go live- and Elaine reported next month. Linda said use variety of people – age, race.</p> <p>Marketing – Using new system –</p> <p>Also conference information</p> <p>Different links to technology – Sarah referenced the competition. Linda – suggested have a way to get people to post prior to the conference.</p> <p>Shannon also shared that to get people involved a great way is to interview them for the newsletter and it helps them learn more about the organization. Linda – maybe put out information on Twitter that involves group post that can be planned in advanced.</p> <p>Shannon – there is WELV Facebook – may utilize it more for outreach. Elaine sends a special thank you to Regina. Jeanne asked about a Twitter chat. Her division hosts Twitter chats on a regular basis. Maybe even get Shelley Burgess to host something. Slow chat so it is not time limited. Maybe</p>				
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				Elaine could reach out to Shelley Burgess to see if she would be interested in doing this.				
9	Shannon Beasley	<u>Committee Reports</u> Communication Newsletters	11:00-11:05	<p>Newsletter- articles that are related – interviews, - also changed the format – working on better head shots – maybe even does a photo opt at the conference. Featured conference info, award. Try to get more pictures from ambassadors. Two groups that have a big group with turn outs for small group meeting Petersburg – chat and chew – first Saturday in Oct. if you know anyone refer to Shawna. WELV HEELS- Higher Education in Lynchburg – Also doing WILD with Tracy Richardson and having regular meetings with. Shannon had tried to help pick up with Paula had started. Hope to have another conference in the Fall – because a lot of PK-12 didn’t show. Linda talked about the importance that it had a strong theme and allowed us to help us grow as people. Shannon talked about the business leaders that join but they didn’t know how to join and support and provide and get information. Elaine acknowledged how hard Shannon is working for WELV this year – and we are grateful for all she had done. For the spring newsletter – articles she can write or information that needs to go out – please let her know for the winter newsletter</p>	Board will receive information.			
10	Shannon	Awards	11:05-	Award – four different awards –				

	Beasley		11:10	nominations are due by Feb. 4 th and on page 4 of newsletter. Reminder to submit. The board will have final say and we can decide to not give – it is not an annual award.				
11	Elaine Fogliani	Strategic Plan Update	11:10-11:20	<p>Kim took over because Linda had to leave.</p> <p>Most covered - the updates have been put in with red.</p> <p>Develop a Leadership Academy for Women – using Shannon and they are going to be looking at grants. We need resources both time and money. If anyone has grant experience please let them know.</p> <p>Already discussed book sponsor and sponsor table. Names have been added to mentoring session – Outreach for Ambassadors – Sarah will reach out for a replacement in Amelia – meeting is Tuesday in the afternoon. If you want to be a part contact Regina. Regional rep coordinate events and also work to get an ambassador from each school division. An affiliate emerges when a regional rep or ambassador creates their own group – everyone in group must be a member of WELV. Each group can collect their own dues – WELV will provide \$100.00 for start-up meeting. Nancy is working with the two new APs in her district to incorporate WELV in their PD. Sarah talked about George Washington – and how that bought her to WELV and she has offered to reach out to higher Ed to see</p>	Board will receive information			Draft Strategic Plan for 2017-18

				if they would be willing to sponsor for someone to come. Elaine explained that at one time WELV use to provide scholarship but it would be great to get a program to sponsor. Shannon told Sarah that Carol Tomlinson may be a good person to UVA. Kim talked about VSU also she will provide a good contact for there. Yvonne Smith Jones from William and Mary				
12	Regional Reps	<u>Region Reports</u> Region 1 Regina Turner Region 2 Janene Gorham Region 3 Cathy Balderson Region 4 Jennifer Cavanaugh Region 5 Robyn Bolling Region 6 Jeanette Warwick Region 7 Gina Wohlford Region 8 Nancy Leonard	11:20-11:35	Only two affiliates events. Janene – has reached out to see if there is interest – and she has had big response – 15 people who want a leadership role – this in Virginia Beach. Kim will send info for a contact in Chesapeake. Jennifer Ewing – WALL – still have 50 members and doing a big event in October and do a field trip to the new school (90 th). Then take some trips to schools with women principals and do socials after – and doing a book study on Coherent. Meet quarterly – and see if we have more interest or more topics. Nancy – referenced the support of the two APs and their mentoring Elaine – Region 7 – try to reach out there to get more impact out there – Gina is working with it – we are paying for hotel and travel when she does come – Also offer 3 scholarships in that region. We pay for the conference and they pay for travel. Also	Board will receive information.			

				considering a regional conference out there.				
13	Elaine Fogliani Regina Turner	Report on Ambassador Program	11:35-11:40	Already covered and you have the list. Work on getting one from each division.				List of Ambassadors Plan for Communication
14	Regina Turner/ Kim Evans	Report from Social Media Coordinator	11:40-11:50	Regina has sent her report – so we can review and is doing a great job. – Growing in all areas.				
15	Linda Reviea/ Kim Evans	Board Member Comments And List of Action Items	11:50-12:00	<p>No comments from board members</p> <p>Next steps –</p> <ul style="list-style-type: none"> - Names of contacts for higher Ed to Sarah - Affiliates if you want us to be there let us know and we will come if we can - Kim work on Thursday afternoon program - Shannon working on Breakout sessions - Ideas for our upcoming conference - Save the Date cards make sure you take them with you 				
16	Linda Reviea/ Kim Evans	Adjourn for Lunch	12:00	Kenny Word – talked about his program called Goal Works	Board will approve adjournment			

Next Meeting

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January 19, 2018 Conference Call

Lunch Sponsored by Kenny Word ASCD



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