EXECUTIVE COUNCIL MEETING MINUTES

MARCH 6, 7, AND 12, 2002
ASCD EXECUTIVE COUNCIL MEETING  
Marriott Rivercenter Hotel  
San Antonio, Texas  
March 6 - 7, 2002  

MINUTES  

WEDNESDAY, MARCH 6, 2002  

ATTENDING  
Kay Awałt Musgrove, President (TN); Peyton Williams Jr., President-Elect (GA); LeRoy E. Hay, Immediate Past President (CT); Pat Ashcraft (TN); Martha Bruckner (NE); Mary Ellen Freeley (NY); Richard Hanzelka (IA); Douglas Harris (VT); Mildred Huey (SC); Susan Kerns (Germany); Jim Tyler (Ontario, Canada); Andrew Tolbert (AR); Sandra Wegner (MO); and Jill Dorler Wilson (FL). Robert Nicely Jr. (PA) joined the Executive Council on Wednesday via conference call.  

ASCD STAFF  
Gene R. Carter, Executive Director; Eric Bellamy, Deputy Executive Director, Finance and Operations; Diane Berreth, Deputy Executive Director, Policy and Planning; Agnes Crawford, Assistant Executive Director, Program Development; Melody Ridgeway, Associate Executive Director, Information Systems and Services; Douglas Soffer, Assistant Executive Director, Constituent Relations; Mikki Terry, Deputy Executive Director, Program Development; and Becky DeRigge, Executive Manager.  

CALL TO ORDER  
President Kay Awałt Musgrove convened the business meeting at 8:35 a.m.  

President’s remarks.  
Musgrove welcomed the Council members and ASCD staff to the meeting. She reminded everyone that Bob Nicely was participating in the morning’s session via conference call.  

1. Appoint a process observer.  
President Musgrove appointed Pat Ashcraft to serve as the process observer for the two-day meeting. No action required.  

2. Establish the Consent Agenda.  
President-Elect Peyton Williams Jr. moved, and Immediate Past President LeRoy Hay seconded, to place the following agenda items on the Consent Agenda: 4, 10, 11, 12, 13, 14, 15, 16, 23.2, 23.3, 23.4, 23.5, and 23.6. President Musgrove reviewed the process used to identify items to be placed on the Consent Agenda. Hay asked that agenda item 16 be removed from the motion. Musgrove called for a vote on the amended motion, and the MOTION CARRIED.
Musgrove also reviewed possible work session topics from past Executive Council meetings, and asked for additional topics. Doug Harris suggested a discussion on the long-term impact of the September 11 events on the Association. Musgrove suggested moving the discussion of item 21 (progress report of the Governance Transition Advisory Committee) before the discussion of item 19 (review and discuss the proposed framework for Constituent Relations policies), and Executive Council members agreed to the proposed change.

3. **Review and discuss officers’ conference call conversation.**
LeRoy Hay provided some background on the officers’ conference call on October 25, 2001, held in lieu of a fall business meeting. He noted that the officers did not take action on all items, preferring to table some items until the full Council could meet. Doug Harris served as a process observer, and he reminded Executive Council members that his comments had been posted on the Executive Council Web board. He said that the Web board process had its limitations but got the Executive Council through the situation. No action required.

4. **Adopt the October 25, 2001, Executive Council conference call minutes.**
Adoption of the October 25, 2001, Executive Council conference call minutes was placed on the Consent Agenda. MOTION CARRIED.

LeRoy Hay moved, and Richard Hanzelka seconded, to move into Executive Session. MOTION CARRIED. Agenda items 5 - 9 were discussed in Executive Session.

LeRoy Hay moved, and Jill Dorler Wilson seconded, to return to Open Session. MOTION CARRIED.

10. **Review auditors’ report for FY01 and authorize transmittal to the Board of Directors for approval.**
The review of the auditors’ report for FY01 and authorized transmittal to the Board of Directors for approval was placed on the Consent Agenda. MOTION CARRIED.

11. **Review auditors’ management letter for FY01.**
The review of the auditors’ management letter for FY01 was placed on the Consent Agenda. MOTION CARRIED.

12. **Staff’s response to auditors’ management letter.**
The staff’s response to the auditors’ management letter was placed on the Consent Agenda. MOTION CARRIED.

13. **Review first quarter financial report.**
The review of the first quarter financial report was placed on the Consent Agenda. MOTION CARRIED.
14. **Report on investment portfolio.**
The report on the investment portfolio was placed on the Consent Agenda. MOTION CARRIED.

15. **Report from the Executive Council Investment Committee liaisons.**
The report from the Executive Council Investment Committee liaisons was placed on the Consent Agenda. MOTION CARRIED.

16. **Report from the Executive Council liaisons on the work of the Budget Committee in preparing the FY03 budget.**
Executive Council Budget Committee liaison Martha Bruckner said that she and Richard Hanzelka (the second Executive Council Budget Committee liaison) met with the Budget Committee on September 30, and she referenced the minutes of that meeting. Bruckner noted that Eric Bellamy and Melody Ridgeway did a great job putting everything together and that the meeting was very efficient and effective. LeRoy Hay thanked the liaisons for sharing information with the Executive Council members. No action required.

17. **Review the proposed FY03 budget and authorize transmittal to the Board of Directors.**
Eric Bellamy provided background on the development of the FY03 budget. He noted that the diversity of ASCD’s programs and products has served the Association well.

Doug Harris moved, and Pat Ashcraft seconded, to authorize transmittal of the FY03 budget to the Board of Directors for approval. MOTION CARRIED.

Joan Schweizer, a director with Deloitte and Touche, presented a brief report on the FY01 audit report to the Council members during lunch.

18. **Review new Strategic Plan.**
Executive Director Gene Carter noted that information on the new Strategic Plan would be shared at the New Board Member Orientation Session scheduled for Thursday, March 7, and again at the March 8 Board of Directors meeting. He said that the recently adopted Plan has taken on a much more significant position in the organization than previous plans. Carter then reviewed this Plan’s distinguishing characteristics, which include a narrowed time horizon and a strengthened emphasis on measurements. Diane Berreth, Deputy Executive Director for Policy and Planning, reviewed the Executive Council’s involvement in developing the Plan.

Doug Harris commended the work on the Plan. He said that he felt that the commitment to measurements is not as clear as it could be. Berreth reviewed plans for an activity at the Monday Board meeting that would focus on the measurement piece, and she shared information on the newly formed staff action plan teams. She noted that some
measurements are yet to be developed, but more information would be provided at the Executive Council’s June 2002 meeting. No action required.

19. Review and discuss proposed framework for Constituent Relations policies. (Executive Council members discussed this item during their afternoon work session.) The focus of the policy revisions is on constituent groups. Gene Carter said that redefining constituent relationships is firmly grounded in the phrase “use of community” in ASCD’s mission statement, directly connects to the new Strategic Plan, and relates to ASCD’s vision for a diverse and vital community and specifically to Goal 2. Affiliates are not considered external or separate or apart. During the last two years, the organization’s focus has been on collaboration with and among constituent groups, but some of the current policies do not emphasize collaboration. It is appropriate to think about moving toward a mindset of “us” and “we.” This reworking addresses some fundamental questions, such as, What is the meaning and definition of affiliates? Why are there constituent groups? What outcomes are expected? Carter said the deliberations should be kept at the policy level and that the Association must move from a few forms of relationships to an interwoven web of relationships with and between groups, and we must have a more flexible structure (one size doesn’t fit all).

Doug Soffer, Assistant Executive Director for Constituent Relations, said that last year’s Affiliate Leadership Conference included some breakout sessions on what the affiliate of the future would look like, and he reviewed the work of the Constituent Relations Committee and ASCD staff conversations on this topic as well. Soffer used a PowerPoint presentation to illustrate diagrams of collaboration models. He distributed a copy of an additional diagram that demonstrated structural flexibility and he reviewed goals and next steps.

Council members shared comments on the different models and thanked Soffer for his work. They then met in small groups to identify major issues that still need to be addressed. After the groups reported out, Musgrove thanked them for their work. Musgrove noted that she would appoint members of a working group to help Soffer and his staff further develop the new policies.

Doug Harris moved, and Jim Tayler seconded, to recess until Thursday morning. MOTION CARRIED. President Musgrove ended the meeting at 3:40 p.m.

THURSDAY, MARCH 7, 2002

President Kay Musgrove convened the meeting 8:40 a.m. She reminded everyone of the New Board Member Orientation Session scheduled for later in the evening.

20. Review and adopt proposed policy changes (tabled from the Executive Council’s October 2001 meeting agenda).
Diane Berreth reminded Executive Council members that the proposed changes to the governance, elections, budget and finance, and programs, products, and services policies were staff’s response to the Council’s request for changes at its meeting last June. She noted that committee size would depend on the function of the work, and that the absence of a specific number of committee members was a direct response to Council’s request. Council members discussed whether language related to a minimum number of members should be added.

Mary Ellen Freeley moved, and Richard Hanzelka seconded, that the policies establish five as the minimum number of members per committee (except for the Nominations Committee). Berreth reminded everyone that the number of committee members could vary from year to year and that the Council had asked for this change for flexibility and to increase the opportunities for participation.

Andrew Tolbert said the motion should include language to reflect increased diversity and flexibility. Freeley agreed to amend her motion to include Tolbert’s language; Hanzelka also agreed to the amendment. The motion reads “that the policies establish five as the minimum number of members per committee (except for the Nominations Committee) that will reflect diversity.”

LeRoy Hay moved to amend the motion to read “that the policies establish seven as the minimum number of members per committee (except for the Nominations Committee) that will reflect diversity.” There was no second to the motion.

Freeley amended her motion to read “that the policies establish seven as the minimum number of members per committee (except for the Nominations Committee) that will reflect diversity.” Hanzelka agreed to amend his second. Mildred Huey called for the question on the motion to amend, President Musgrove called for a vote, and the MOTION TO AMEND CARRIED (nine for and five against).

Hanzelka moved, and Tolbert seconded, to adopt all of the proposed policies as amended. The MOTION CARRIED.

(This agenda item was discussed before item 19.) President Musgrove, who also serves as chair of GTAC, said that the committee was trying very hard to anticipate everything related to the governance transition, and the committee will meet again in September. She reviewed future items to be considered, including a final report from the committee, modification of some policies, an orientation session for new governance members, future proposed changes to the ASCD constitution, an agenda for the first meeting of the Leadership Council, and implementation of governance changes. No action required.
President Musgrove appointed Mary Ellen Freeley, Andrew Tolbert, and Sandra Wegner to meet during lunch to finalize a slate of candidates for the Nominations Committee election to be held at Friday’s Board of Directors meeting.

22. **Approve Review Council report for transmittal to Board of Directors.**
President Musgrove introduced Marge Chow, chair of the Review Council, who shared information on the development of this year’s Review Council topic, “Strengthening ASCD Communities through Collaboration,” and its relationship to last year’s theme. Chow then introduced the other members of the Review Council who were present: Joanna Choi Kalbus, Raymond McNulty, Robert Watson, and new member Barbara Jackson, who was appointed to serve out McNulty’s term because he will soon take office as president-elect. Arthur Stellar was unable to attend. Chow reviewed the sources of the feedback the Council used in its report. She expressed her appreciation for the work of the affiliates and reviewed the set of recommendations that the Board would be asked to approve at its March 8 meeting. Chow also reminded Council members of the time and location of the Review Council Open Hearing to solicit input on next year’s report. Chow thanked the Executive Council for the opportunity to share this information.

Sandra Wegner thanked Chow and other members of the Review Council for the report. Wegner moved, and Jill Wilson seconded, to approve the report for transmittal to the Board of Directors. MOTION CARRIED.

President Musgrove recognized retiring Review Council members Stellar and McNulty for their service to the Council and the Association.

23. **Appointments.**

23.1 **Review nominees for candidates for the Nominations Committee and recommend candidates to the Board of Directors.**
Mary Ellen Freeley reported on the proposed slate of candidates to the Nominations Committee. Sandra Wegner moved, and Pat Ashcraft seconded, to recommend the slate of candidates to the Board of Directors. MOTION CARRIED.

23.2 **Appoint an Executive Council liaison and four members (no chair) to the Affiliate Excellence Award Selection Committee.**
President Musgrove reminded Executive Council members that Mildred Huey will serve as the Executive Council liaison to the Affiliate Excellence Award Selection Committee.

The appointment of the four members of the committee was placed on the Consent Agenda. MOTION CARRIED. The members are President-Elect
Raymond McNulty (VT), Tony Spears (CA), Rosalynn Kiefer (WI), and Doug Soffer (VA).

23.3 **Appoint nine members to the Annual Conference Planning Committee.**
The appointment of nine members to the Annual Conference Planning Committee was placed on the Consent Agenda. MOTION CARRIED. The members of the committee are Tyrone Harris (AR), Debbie Estes (TX), Lou Howell (IA), John Jackson (GA), Peter Durso (NH), Connie Hoffman (WA), Carlos Viera (FL), Jenny Lewis (Australia--replacing Ingemar Svantesson), and Linda Kamiyama (HI).

23.4 **Appoint 10 members to the Constituent Relations Committee.**
The appointment of 10 members to the Constituent Relations Committee was placed on the Consent Agenda. MOTION CARRIED. The members of the committee are Henry Cade (MI), Gregg Dowty (ME), Richard Lange (IL), Mary McNeil (NJ), Thomas Randle (TX), Tony Spears (CA), Joan Caulfield (MO), Carole Hillman (IL), Beverly Inglis (ON), and Gail Pope (VA). President-Elect Raymond McNulty serves as an ex officio member.

23.5 **Appoint 13 members to the Journal of Curriculum and Supervision Editorial Board.**
The appointment of 13 members to the Journal of Curriculum and Supervision Editorial Board was placed on the Consent Agenda. MOTION CARRIED. The members of the Board are O.L. Davis Jr. (TX), Matthew Davis (NJ), Peter Grimmert (BC), Patricia Holland (TX), Marcella Kysilka (FL), Gerald Ponder (NC), William Reid (UK), Cinthia Salinas (CO), Frances Schoonmaker (NY), Billy Watkins (IL), Howard Ebmeier (KS), Alan Garrett (NM), and Marilyn Sheerer (NC).

23.6 **Appoint nine members to the Program Development Advisory Committee.**
The appointment of nine members to the Program Development Advisory Committee was placed on the Consent Agenda. MOTION CARRIED. The members of the committee are Jean Bullock-Steverson (NC), Barbara Eason-Watkins (IL), Bruce Gale (Alberta), John Lee (MD), Larry Lewin (OR), Rita Martinez (NM), Jennie Bennett (TX), Holly Harrick (CT), and Matthew Murphy (NJ).

23.7 **Announce President-Elect’s appointments to the ASCD Budget Committee.**
President-Elect Peyton Williams Jr. announced that Richard Hanzelka would serve as liaison and chair of the committee, and Mary Ellen Freeley would serve as the second liaison. No action required.
24. **Approve and transmit Issues Committee report to the Board of Directors.**

President Musgrove introduced Issues Committee Chair Ermile Hargrove and Director of Government Affairs Don Ernst. Hargrove spoke about accountability, one of last year’s positions, and she referenced the use of open space technology at the March 2001 Board of Directors meeting. She reviewed the proposed three positions (Low Performing Schools, Teacher Quality and Educator Shortage, and Living With and Educating About Our Deepest Differences) and the rationales the Issues Committee used to determine this selection. She noted that the Board would be asked to vote on the three positions as a package.

Martha Bruckner moved, and Sue Kerns seconded, to approve and transmit the Issues Committee report to the Board of Directors. Gene Carter thanked the committee for its work. Diane Berreth said that a report on the status of previously adopted positions had been provided to the Board as information. President Musgrove called for a vote, and the MOTION CARRIED.

25. **Review Board of Directors Meeting Agenda.**

Council members briefly reviewed the March 8 Board of Directors meeting agenda. No action required.

Richard Hanelka asked that the agenda item “request for additional agenda items” be included on the agenda for both the Council’s Thursday meeting before Annual Conference and its Tuesday meeting after Annual Conference.

President Musgrove appointed Jim Taylor and Pat Ashcraft as members of a working group to work with Doug Soffer on further development of the Constituent Relations policies.

Executive Council members agreed to discuss the long-term impact of the September 11 events on the Association. Gene Carter provided some background and President Musgrove referenced the Association’s development of a disaster recovery plan well in advance of the September 11 tragedy. Doug Harris thanked Carter for his leadership and communication to the Council on September 12. Several Council members shared personal experiences that illustrated children’s fears and how to deal with those fears. Jim Taylor said he hoped that ASCD would be able to provide resources on how to deal with “backlash” against minority students. Musgrove mentioned the Learning First Alliance “Safe and Supportive Schools” document and several Council members reported on the usefulness of *Smartbrief*.

Musgrove listed three topics for work sessions that had been suggested during past meetings: internationalization, the role of executive secretaries and directors, and leadership and governance. Council members agreed that the topic of internationalization should remain on the table, but that a work session on the role of executive secretaries and directors could be removed.
at this point (it could return). LeRoy Hay said that the current Nominations Committee plans to submit some recommendations related to the third topic.

26. **Recognize retiring Executive Council member.**
President Musgrove presented retiring Council member LeRoy Hay with an engraved crystal gift in recognition of his service to the Executive Council over the years. Hay thanked Council members for the support he had received during the years he served on the Council and as an officer.

26.1 **Ideas for future agenda items (additional agenda item).**
Richard Hanzelka suggested a discussion of (1) the role of former ASCD presidents, particularly participation in the Leadership Council, and whether they're a constituent group of some kind that should be reflected in the diagrams that Doug developed, and (2) nominations—a clear list of a candidate's responsibility during the year if elected.

27. **Process observations.**
Pat Ashcraft noted that she used the observation checklist included in the notebook material as a guide. She said that Council members “paused and paraphrased” frequently throughout the two-day meeting, and that people maintained eye contact and had plenty of time to speak. She cited examples of participants asking for clarification or further explanation and putting ideas on the table. Ashcraft noted that Bob Nicely, who participated via conference call in Wednesday’s session, felt comfortable interacting with Council members, every discussion was presented in a positive way, and there was a balance between advocacy and inquiry.

President Musgrove complimented the Executive Council on working through the agenda. Martha Bruckner noted that Musgrove’s “lessons of the geese” led the Executive Council through the difficult times of the last year.

Executive Council members agreed to discuss internationalization issues during the afternoon work session and to hold a discussion on leadership and governance at its June meeting.

Gene Carter reviewed the three focus areas for ASCD’s internationalization plan that Council members had identified at previous meetings and asked Council members to reflect on the question, How can we institutionalize relationship-building with affiliates and other forms of collaboration and partnership? Council members worked in small groups to generate issues related to the internationalization plan.

Mildred Huey moved, and Mary Ellen Freeley seconded, to adjourn the meeting. MOTION CARRIED. President Musgrove declared the meeting adjourned at 2:20 p.m.
ASCD EXECUTIVE COUNCIL MEETING
Marriott Rivercenter Hotel
San Antonio, Texas
Tuesday, March 12, 2002

ATTENDING
Peyton Williams Jr., President (GA); Raymond McNulty, President-Elect (VT); Kay Awalt Musgrove, Immediate Past President (TN); Pat Ashcraft (TN); Martha Bruckner (NE); Richard Hanzelka (IA); Douglas Harris (VT); Mildred Huey (SC); Susan Kerns (Germany); Andrew Tolbert (AR); Sandra Wegner (MO); and Jill Dorfer Wilson (FL). Mary Ellen Freeley (NY), Robert Nicely Jr. (PA), and Jim Tayler (Alberta) were unable to participate.

ASCD STAFF
Gene R. Carter, Executive Director; Eric Bellamy, Deputy Executive Director, Finance and Operations; Diane Berreth, Deputy Executive Director, Policy and Planning; Agnes Crawford, Assistant Executive Director, Program Development; Melody Ridgeway, Associate Executive Director, Information Systems and Services; Douglas Soffer, Assistant Executive Director, Constituent Relations; Mikki Terry, Deputy Executive Director, Program Development; and Becky DeRigge, Executive Manager.

CALL TO ORDER
President Peyton Williams Jr. opened the meeting at 8:30 a.m.

President's Remarks
President Williams welcomed President-Elect Raymond McNulty and the Executive Council members to the final session of the March meeting. McNulty commented that he was very excited about his opportunity to serve and was looking forward to creating more opportunities for ASCD’s members. Williams expressed his appreciation to Immediate Past President Kay Musgrove for her leadership and for the excellent Annual Conference and theme. He said that we must reflect on internal transitions as well as the transition in the new governance structure and that he will ensure that officers will be engaged and involved. Williams also noted that ASCD’s new Strategic Plan is bold and daring and balances the corporate side with the professional side. Council members will need time to be reflective and to discuss the impact of the external environment on teaching and learning, and Williams said that the next year will be a trail-blazing year with managed change. He asked staff to provide the Council members with content to help them be strategic at the policy level and suggested a shorter agenda. He presented Council members and ASCD staff with journals to use during the coming year as an emphasis on the importance of reflective thinking.

Executive Director’s remarks.
Executive Director Gene Carter thanked Executive Council members for their leadership and guidance over the course of the last challenging year. He noted the importance of the Council’s
June meeting, where the strategies for carrying the Strategic Plan forward will be determined. He said he was deeply appreciative of the Executive Council’s support and he thanked Agnes Crawford and her colleagues and other ASCD staff for an outstanding job managing this year’s Annual Conference.

1. **Preliminary comments and evaluation of Annual Conference.**
   Mikki Terry reminded Council members to fill out the evaluation form in the notebook and to return it to her. She noted that conference attendees were asked to evaluate the conference as well by using session evaluation forms and a stand-alone feedback system. She reported on some of the preliminary results from the feedback system, and she noted that senior ASCD staff visited exhibitors to thank them for exhibiting at conference only to find that the exhibitors wanted to thank ASCD for the opportunity.

   Council members provided comments on the conference:
   - There was a problem of international participants not getting their material ahead of time (need to remind international members that the program book is on the ASCD Web page).
   - The closing general session was powerful--more people stayed.
   - The final day’s sessions were just as strong as those of the previous days; people were here for the content.
   - People attend a lot of sessions.
   - Can we place notice of affiliate receptions in the program book?
   - Forty percent of attendees who responded to the survey have been ASCD members less than five years.
   - A staff member from an officer’s office commented that this was the best conference he had ever attended.
   - There is a need to deal with having to select ticketed sessions before knowing what other sessions are scheduled at the same time.
   - Surprise at lack of obvious security (information was shared on need for this perception and that security was strong).
   - Congratulations to Kay Musgrove and her committee for the selection of the conference theme and how it was carried throughout the conference.
   - Enjoyed the student groups.
   - Didn’t hear from any “disgruntled” guests; heard some comments about the “pink tag” (non-educator guest pass--Mikki indicated that the tag can be modified).
   - There was a little bit of confusion about the housing “wait list” and participants being told a general session room was full when it actually wasn’t.

President Williams thanked the Executive Council members for their observations. No action required.

2. **Preview of 2003 Annual Conference.**
   Mikki Terry distributed copies of a memo with an update on plans for the 2003 Annual
Conference, and the status of confirmed speakers. She provided some background on the selection process. Gene Carter mentioned that former North Carolina governor Jim Hunt might be able to participate. No action required.

3. **Appoint 11 members to the Issues Committee.**
Diane Berreth distributed a revised list of current Issues Committee members recommended to continue and a list of recommended new members solicited from the Board of Directors. Gene Carter noted that the issue of diversity is one that the Diversity Task Force will be guiding the Association on.

Richard Hanzelka moved, and Sue Kerns seconded, to appoint the 11 recommended members to the Issues Committee, and the MOTION CARRIED. The members of the Issues Committee are James Amick (DC), Harriet Arnold (CA), Francis Duffy (MD), Roberta Glaser (MI), William Owings (VA), Marceta Reilly (KS), Wayne Sweeney (CT), Donna Butler (GA), Anthony Mello (NY), Carol Schmoock (MO), and Jacqui Thornburg (KY).

4. **Announce appointment of chair, vice chair, carryover members, and alternates to the 2002 - 03 Nominations Committee.**
Diane Berreth distributed copies of a list of elected and appointed members of the 2002 - 03 Nominations Committee. The list was revised to reflect the fact that one person elected by the Board to serve on the Nominations Committee was already appointed to serve on the Issues Committee. The first alternate to the Nominations Committee will be asked to serve. The twelve members of the Nominations Committee are Debra Hill, Chair (IL); James Latimer, Vice Chair (Alberta); Gerry Brown (CO); Ken DiPietro (RI); Nancy Gibson (IL); Roberta Jenkins (HI); Charles Patterson (TX); Rafael Ramirez-Rivera (PR); Helen Stiff (VA); Mary Thibodeaux (IL), Gwen Wade (LA); and Maxine Wortham (IL). A second alternate was also appointed to serve on the Issues Committee; the remaining alternate is Linda Mariotti (UT).

5. **Review recommended Executive Council calendar.**
Gene Carter reminded Council members of the upcoming meeting dates, including the dates for the Council’s October visit to New Zealand (October 10 - 19). Carter also referenced the material related to this trip that was distributed last year. He shared some information on an upcoming meeting in May with Jill Pritchard and others. Doug Soffer noted that the agenda for the New Zealand meeting that was included in the notebook material was the most up-to-date version and that most of the time will be spent on visits to schools and other groups but that there would be time for reflection. Sue Kerns said she would share information she received in a conference session with members of the Council. Diane noted that an area on the Executive Council Web board would be set up for Council members to share plans on traveling together. President Williams thanked Soffer for his report.
6. **Identify agenda items for future meetings.**

President Williams asked Council members to identify agenda items for future meetings but with an emphasis on their June meeting. Executive Council members suggested the following topics:

- The coordination of the technical and cultural aspects so that the transition is not a bad experience for anyone.
- The possibility of an additional Executive Council meeting to fine-tune the activities, and a preliminary report from GTAC in June.
- How to bring classroom teachers to the governance table; the governing body should reflect the diversity.
- Increased business partnerships between ASCD and the affiliates. Affiliates are facing the same kind of issues that are facing the national association (i.e., reduced number of conference attendees).
- The need to guarantee a successful transition; what Executive Council members can do to mentor the new members, because all new members are on board the Tuesday after Annual conference.
- The need to do some things differently from the way we’ve done them in the past; may need to convene ahead of time.
- The need for indicators and identification of the ASCD “family of measures—what are the data points and the metrics/measurements? Staff should prepare these in written form so that we know how ASCD is defining excellence.
- Status of Review Council recommendations and the Council would like a summary of the Board’s March 11 activities (work on Strategic Plan).

Carter said staff can synthesize the Board of Director’s open space technology reports and, where appropriate, chronicle that information and distribute it to the Board of Directors. Council members discussed the use of the open space technology process. Carter said he would share information related to the discussions in a status report to the Board of Directors.

Immediate Past President Kay Musgrove thanked everyone for making this conference so easy for her. Ray McNulty said he’s excited about what we can do together for teaching and learning and for children and he said he would continue to focus on bringing children into our conversations. Carter thanked the Executive Council members and said he applauded the way Council members have supported one another.

President Williams adjourned the meeting 10:05 a.m.