

OCTM BOARD MEETING
SEPTEMBER 10, 1994

Meeting called to order by Margaret Comstock at 10:00am

** announcements

Minutes of the June 11, 1994, which had been previously mailed to board members, were presented. The following corrections were made:

Page 3--Toledo meeting--Set up breakfast--Bill Spear instead of Bill Hunt

Update of Conference--Long Range Patterns--Joanne Caniglia

4th place results were misprinted in official results--the newsletter was correct

P 3--Buck Martin Award instead of Buzz

Correction for the spelling of Jo Schiffbauer's name throughout

A motion to accept the minutes as corrected was made by George Koncar and seconded by Adele Cohn. Motion carried.

Treasurer's report was given by Adele Cohn who also explained the new format for the treasurer's report which shows year-to-date income and expenditures in comparison to the budget. Balance on hand as of 9/3/94 is \$78,308.61. The report will be filed for audit. The mileage form was explained and the form passed around. The reimbursement forms were circulated and the request made that they be filled out according to budget itemization. The budget was reviewed; questions were discussed.

Joe Kennedy asked why the Poster Contest entry, budgeted for \$2500, did not reflect the cost for printing posters for inserting in the Journal. It was decided the cost should be taken from the Poster account instead of the Journal account. Questions concerning the 800 number were explained.

Membership report was presented by Sr. Mary Theresa Sharp who reported that membership is down in all districts except two, SW and EC, who attribute part to the increase to passing out brochures and stressing the benefits and importance to joining OCTM at workshops and inservices in the district. Even with the decrease in membership, last year's income increased. Membership also uses a peel off label from NCTM to match against our list, and anyone who belongs to National, but not to our council will get a flyer (brochure). District director's membership lists may be picked up from the membership secretary.

Old Business

Linda Gojack will be completing the responsibility document and ordering name tags.

Advertising in Publications --This topic was sent back to committee last time to get more information.

Bill Hunt stated the need to set up guidelines and to be consistent in charges/fees. He also read NCTM's guidelines and fee structure for advertisements. Further discussion included costs if additional pages are needed because of advertisement, concern about informative items already being put into publications, concern for tastefulness, only photo ready submissions.

Adele Cohn read OEA's advertising guidelines along with their cost policy. The board believed the first guideline to be a major one--the editor can accept or reject any advertisement. Continued

discussion brought up the following points: ad agreements should be in writing, concern as to whether this board should set policy to back up the publication editors or whether it is time to have an advertising manager, the problem of consistency unless one person coordinates the advertising. The suggestion was made that the Board adopt the NCTM guidelines and add the first of the OEA guidelines, and have the editors handle the advertising until someone who has some expertise in the advertising field is located to work as an advertising manager. There is also a need to get more detailed information about our membership and the users of our publications as well as the increased cost of format including printing, paper, postage.

Adele Cohn moved that we adopt the NCTM guidelines and the first of the OEA guidelines as a temporary measure to deal with the advertising.

1. OCTM or its designated representative reserves the right to reject any advertising and/or cancel any and all advertising at any time.
2. Advertisements should focus on marketing products and services that pertain to the teaching and learning of mathematics.
3. The design of all advertisements should be in harmony with the artistic appearance and technical level of the particular publication.
4. Those placing an advertisement must be able to verify their claims.
5. Advertising copy should be dignified and professional. Derogatory and inflammatory statements should be avoided, and all advertising copy should be nondiscriminatory with regard to national origin, gender, marital status, race, or creed.
6. Advertising that elicits significant reader complaints should not be rerun until the complaints have been investigated.
7. The designated OCTM committee shall be responsible for ascertaining the acceptability of advertisements and their placement throughout each publication in accordance with guidelines adopted by the respective panels and committees.

The motion was seconded by Jack Boyd. Motion carried.

If anyone is interested or knows someone who may be interested in becoming advertising manager, contact Margaret.

Audit report--it is finished. The audit has been filed with the secretary. The audit committee was impressed with Adele's organization. Everything was there and extremely well organized. Everything is computerized. Adele feels the format of keeping the records should be reviewed.

New Business

Joanne Caniglia reported on becoming liaison between Ohio and Michigan Council of Teachers. See report.

There was discussion about these kinds of relationships with other states on our borders. A list of OCTM members living out of state was given to Joanne.

Committee Reports

The Constitution Committee is looking at items previously suggested, clarification of language, as well as other areas. The information is not yet ready to be presented. The committee will meet in December and will have recommendations for the Board in time for their spring meeting.

Concerning life membership, the constitution says 15 years, and the committee believes this should remain at 15 years. In response to the question of raising affiliated group dues, the committee feels that right now they probably will not. Concerning OMELC as a local affiliated group, the committee is saying no; they are looking at instituting a new category, State-wide Associated Groups.

Janet Slack raised a concern as elections chair: the need for a mechanism to help meet policy for elementary, H.S, and college representation. Discussion. Perhaps have a Director at Large to cover representation at a level that may not be represented.

Suggestion: Bill Hunt proposed that we consider redistricting along Project Discovery district lines (8 discovery regions) and one at large director.

Any suggestions for consideration by the constitution committee should be written down and sent to Harold Brockman.

Publications

Journal --Joe Kennedy

Poster contest information is in the Journal. Posters will be sent to OSU. The deadline for submission is now February 1.

The Journal editors are in need of more elementary material. The officers and directors list was not ready until after the Journal went to press, so the information remained the same except that Linda Gojack and Margaret Comstock's information was changed.

Newsletter report --Bill and Margie Hunt

Deadline for next issue is October 20. Want to put corrections to brochure in the next issue. List any recognitions that have been received. Pictures--black and white--may be included. Requested information from convention committees and other committees. Also see printed report.

Introductions were made around the table followed by lunch break.

Bethel Hooven resigned as West District Director due to retirement and no longer working in or living in the district.

Standards Taskforce--Peggy Kasten

Districts' COSs do not have to be submitted any more by law, and the committee is exploring ways OCTM can reinforce the importance of the NCTM Standards and the Ohio Math Model. One suggestion discussed was for this group to review COSs (in regional meetings) and give certificates--exemplary. Also considered by this committee is the procedure of guidance counselors stating that a course fulfills requirements of a specified course. The Standards Taskforce is dealing with the issues of how schools can implement the standards and the model and communicate with higher education.

The committee is concerned about the relationship Regional Professional Development Centers have with professional associations and professional organizations. Some RPDCs have established mathematics committees, many have not. The quality of these mathematics committees vary. The Ohio Department of Education would like to request the OCTM President to name 8 people to serve as liaisons with the state department and with the RPDC regions so that we have a formal relationship at the regional level.

Awards Committee--Nancy Borchers

No new information except the check came from Martha Holden Jennings Foundation. Casio calculators have been promised; Glenco Publishing is providing breakfast; thank you notes were sent/published in program. Concern of the District Directors: in event not all MHJ awardees submit their grant proposals on or before October 1, if there is money left over and if it is agreeable with MHJ Foundation, the money will be divided among the qualified awardees. Nominees will need to get proposals in or the money will be divided among the other winners. In the event one person is the district winner and the Buck Martin winner, that person will get \$200. The balance of the grant is for materials and other communication costs. Proposals in lesson plan form will be published and available with registration at the 1995 conference in Cleveland. Anyone not attending the Cleveland conference may request a copy to be sent to them by paying the cost of the postage. Suggestion--write up for the Journal--would have to be put up for referee as that is how the Journal is printed. Could be published statewide. New awards chair is to be Vicky Hesler.

Services Committee--Vera Shaffer

The committee is continuing to work on projects listed in last month's report. Human resources directory will be at the conference. First timers Trifold is being worked on and will be ready for registration at the conference. No new business.

Technology--Jim Dague

A Public Domain/shareware copy booth will be set up at the conference. There will be a printout of all the programs available. The disks and copying is free of charge to conference participants. Jim has a van load of computer disks. He is picking up about 10,000 every two weeks.

They are working on transferring data base from computer presently being used by membership secretary to speed up printing of mailing labels, etc. When this is completed, the list of projects will be completed. Thus the committee is requesting ideas for future projects/goals. Through mailing service, mailing labels sent to printer are accepted on disk if the fields are set up correctly. Perhaps this is something membership may want to investigate.

Bill Hunt raised the problem of initializing the disks at the Toledo conference while people are waiting in line.

Elections Committee--Janet Slack

6 offices are up for election this year: VP-Elementary, EC, NC, and E District Directors, President Elect, and Treasurer.

District Directors are helpful in coming up with suggestions for nominees from their district. Positions such as President-Elect need more input/suggestions. A sheet was passed around for suggestions for nominations. People suggested in this manner will be contacted by the committee.

State Dept.

New e-mail addresses: Peggy--remove ci at the beginning, everything else remains the same; Anne: replace cipd with ae_mikesell (rest remains the same).

Anne: new telephone number W (614) 466-1317 (Anne is now in assessment and evaluation division, but her title remains the same as it was).

Proficiency update-- The 4th Grade Proficiency Test will be implemented officially for the first time in March, 1995. Information concerning the 4th Grade Proficiency is being sent to schools now in the form of an Instructional Guide. Copies can be obtained by calling assessment center.

The main changes in format are student generated responses: short answer and extended answer items. The proficiency tests in grades 4 and 6 will continue to be based on the model. Calculator use will not be permitted on 4th grade test. (It may be beneficial for OCTM to recommend that calculators be used on any of the proficiency tests.) In 4th grade there is a separate booklet for each test area--students will write in the test booklet for math--no separate answer sheet. Call assessment center for information or to receive instructional guide.

Math Contest--Duane Bollenbacher

20 students per school--registration forms for the contest were sent around.

NCTM--Jim Hassel

New communications handbook is available and can be ordered from NCTM.

Resolution form needs to be sent in by November 28.

Summary of task forces currently active: interpret NAEP; Journal for Research in Mathematics 25th Anniversary; Partnerships in Research; 75th Anniversary; Multiculturalism and Gender; Special Needs (Inclusion); History of Mathematics Education; Professional Standards Addenda; Mathematical competitions. Other active working groups : Revision of Curriculum Standards and Algebra Working Group.

There will be a major revision in assessment standards. The six standards will remain the same, but there are some other major revisions occurring.

Send in dates for our conferences to enable NCTM to schedule around them. Boston is the 75th anniversary of NCTM. Send in registrations early. Charleston regional is advanced registration only; no on site registration.

A woman from Wisconsin has moved to the Columbus area and would like to offer her services to OCTM.

District Directors/Affiliates

NE--all day fall workshop on Tuesday, October 25, at Ashtabula Campus. Topics will include proficiency exams and teaching mathematics implementing the standards. Date given to newsletter was incorrect.

Mid Ohio--all day mini conference--Dec. 3; will include calculator use in classroom and multimedia use in science.

Grand Lake--11th conference--all day Oct. 12

Miami U--first meeting next week--trying to increase membership; looking for speakers in Cincinnati area. Planning a kids conference this year.

Greater Cleveland--planned five meetings for this year, membership about 354 now, scheduled several workshops, sent out flyer of all workshops, have a brochure being distributing to local universities for their education pre-service teachers, dates for all conferences set in advance.

Update on Meetings

Vera Shaffer--For sessions that have been cancelled, a form was distributed for anyone willing to repeat a session or present a session to fill in for these cancellations. Booklets are not being sent to all speakers as 85% are already receiving booklets. It would be helpful to have on the speaker form a way to indicate whether the person responding is already a member.

Tom Sparagowski--booklets are available. Cost is \$.75 to mail first class--bulk mailing is much cheaper. Retained 2000 for the conference. Hotel is filling up faster than registrations are coming in.

We are subsidizing people who take the whole package--banquet is \$25, reduction in package cost is in registration.

Mike Cherry has asked to sell T-shirts at the conference. Resolution passed two years ago states that the host group is not allowed to sell T-shirts at conference without prior OCTM approval.

Discussion: relative to exhibitor selling as opposed to host group selling. Suggestion to temporarily rescind resolution. Concerns included the use of "OCTM" on the shirts. Since the prior motion addressed fund raisers only, no action was taken--thus the shirts may be sold.

Joanne Caniglia--Cleveland Convention, November 9-11, 1995

Nancy has distributed speaker forms, Adele has the presider forms. November 15 is the first deadline for presenter forms.

All contracts have been signed, and all conference sub-committee chairs are in place.

1996--Cincinnati--Bob Drake

A contract has been signed for October 17-19, 1996.

Same hotel will be used as last time. Will be using the Convention Center again, but different rooms than last time.

Committees are formed and working. Judy Gerwig and Kim Meyers will be co-chairs of the conference.

Regional-1997, Cleveland. NCTM officially notified the OCTM president that this will be a regional site.

OCTM Conference Committee (not for any specific conference), comprised of people who have worked on previous conferences,

will meet in Toledo at 1:00 immediately following Johnny Hill's presentation on Saturday. This meeting will be held in the restaurant in the Radisson. On the agenda is need to coordinate and plan more than two years ahead. Discussion concerning rotation of conventions.

Akron-Canton is looking into 1998.

Bill Hunt moved, Joanne Caniglia seconded that the meeting be adjourned at 2:57 PM.

Respectfully submitted,

Ethel Briggs, Secretary