

## ACTEM minutes January 9, 2006

- **Introductions** -- Gary called the meeting to order in Augusta at 9:10 AM with 30 members present. There were four members in Presque Isle and three in Falmouth. Introductions were completed and Gary explained the lunch arrangements
- **Announcement of new Business Manager** – John Lunt, recently retired from Freeport, described the process that ACTEM went through to choose a new business manager. Gary introduced the new business manager, Craig Dickinson, who will be replacing Betsy Caswell, who has retired. Gary clarified the Woodpile/ACTEM software overlap in Craig's contract. Craig will begin his duties in the beginning of February. Craig introduced himself and thanked the search committee for its thorough interview process. Craig also highlighted his career in education and expressed his excitement at joining ACTEM.
- **Announcement about the new website** Gary previewed the new ACTEM web site, which is now hosted by Learning Networks in Portland and can be updated quickly in FirstClass. It will soon replace the current ACTEM web site, which is now housed in Betsy Caswell's home. He invited members to contribute ideas for the web site. A question about handicapped accessibility was raised. Gary will get further information.
- **Roundtable**
  - MEDMS** – Bill Hurwitch gave update: Student information now at 95%; working with Big 11 to get their students in; Career and Tech Ed schools are starting to post concurrent students; Child Development centers (16) are being added and Kindergarten students will come to you with their State Student IDs; Final uploads to Measured Progress late January; Next year's planning – reconstitute focus groups with meetings later this month; LAS has 7 sites – adding more sites beginning in March; Financial system vendors are down to 3 with interviews in January
  - **DOE** – Jeff Mao – MLTI lease ends June 2006; new RFP hopes to be released somewhat soon; expecting to obtain another contract with another vendor and have deployment over the summer; goals have not changed, focus is still 7-8 for DOE support, looking at EPS etc. for expansion to HS  
Betty Manchester – research update due from David Silvernail (they have extensive data) 3 year Math / Technology project is moving forward - participants need support from their technology personnel; Betty is part of a group (COSN) involving international conference on 1-1 (June 21-23 in Boston) with major speakers/presentors/leadership/etc.; Stipend funds for teacher leaders (either MBNA or Bank of America) will be coming – announcement will be sent around this soon. Title IID monies are being used to bring Bernie Dodge to work with Teacher Leaders; making visits to schools with new Superintendents and Principals – GOAL: Teaching and Learning.  
FYI – MLTI funding for 7-8 is part of the regular Education Budget. Working with Correctional Facility as a repair provider to out of contract units;
  - **Grants** -- Dennis Kunces – Fed funding has been cut IID (cut 49%), Title V (cut 50%); Rural ed. Stays about the same, Title I about same, Title IIA about the same (can use some for Tech.), Drug Free cut about 15%.
  - **Apple** – handouts for newest trainings; new webpage for newsletter etc.  
<http://faq.mainelti.org/trainingopp>
  - **Sylvia Norton** – eRate / TechPlans  
Very busy with these forms from MSLN2 – clarification: Letter of Agency; 479; and Participation Forms need to be returned. They need Alternative Ed Sites on separate forms.  
Erate for 06-07 470s due this next week; ATMs 470 has been filed and you will get the 471 information through a Superintendent letter.  
Technology Plans – same 14 points due by June 20<sup>th</sup>
  - **NELS conference for 2006** (year 4 at Gould June 18-21; year 1 at UNH July 16-19) Gould's – adding teacher track. UNH is more technical David Trask <http://www.nelinux.net>

- Business Manager Report – Gary Lanoie

**Income Statement**  
**7/1/05 -12/31/05**

**INCOME**

Sales of Software	\$518,247.06	
Membership	\$4,960.00	
MAINEducation Conference 03	\$58,288.56	
Interest Income	\$127.74	
Miscellaneous	\$52.97	
	\$581,676.33	\$581,676.33

**EXPENSES**

Commissions	\$21,251.14	
Contracted Services	\$24,949.25	
Cost of Goods Sold	\$480,040.69	
MAINEducation Conf 05	\$31,431.61	
Meetings	\$781.93	
Postage	\$1,444.25	
Printing/Duplicating	\$374.54	
Professional Development	\$3,931.00 •	
Professional Fees	\$500.00	
Supplies	\$1,713.17	
Telephone (includes Internet Serv)	\$1,332.20	
Travel	\$1,441.66 ••	
Miscellaneous	\$12,248.21 •••	
	\$581,439.65	\$581,439.65
		\$236.68

Notes

- \$3750 for 04/05; \$1390 for 05/06
- Includes gary lanoie \$1000 for NEEC
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- \$5000 Teacher of the Year Awards
- \$1795.15 Equipment for Teacher of the Year School
- \$240 refunds for overpayments
- \$647.47 for help Wanted Ads
- \$4519.26 Retreat
- \$46.35 Service charge

Checkbook Balance: \$63,006.04

Members: 150 Districts and 139 Individual

MaineEd report:

332 @ \$75

92 @ \$65

5 @ \$30 (eMint)

20 @ \$30 (UMF)

18 @ nocost (staff, helpers, guests)

472 attendees

Vendors

\$584 toward Saturday (donations)

\$25,916 from exhibitors, sponsors and demonstrators

- \$1100 faulty internet service
  - \$ 6 short payment
- Total collected \$25,406

- Dennis Kunces – Professional Development on track with weekly requests. Money is still available.
- Vince Vanier -- as VP announced nomination for new Conference Chair – Gary Lanoie  
Moved by David Trask, seconded by Jeff Mao. Voted and passed. Please send any ideas for improvements to Gary.  
Planning committee being formed – contact him if interested.
- Electronic Educator – Mark Civitto was not present
- Request from Maine Student Web Design for support; John Lunt moved that Executive Board research and follow up on this request. Seconded by Dennis Kunces. Motion passed.
- Review of ACTEM goals – Gary requested that membership review the goals which are found in the Electronic Educator
- Listserv Policy and Guidelines – David Trask moved to accept; Dennis Kunces seconded. Following discussion, John Lunt requested to amend the motion to remove “may be removed from list”. David restated his motion with new wording. Voted and Passed.
- Next meeting March 20, 2006

Respectfully submitted: Sharon Betts, Recording Secretary