

TWICE
Board Meeting
November 10, 2003

Members present: Arnie Comer, Janine Lim, Terry Harrington, Wanita Kampmueller, Diane Zoellmer, Sue Porter, Aaron Schippert, Eric Packer, Mike Maison and Deb Glasgow

Absent: Mike Richardson, Sue Schwartz

Support for Committee Meetings (Janine)

Recommendation: Set a structure for committee meetings, working on the ideas that were developed during the retreat. A structure will help new members.

Discussion followed.

Decision: Set an expectation that each committee will meet once per month prior to the TWICE Board meeting. Committee chairs will coordinate the time of the meetings. The TWICE committee structure and board representatives will be sent as an attachment along with the minutes.

Professional Development (Eric)

MACUL conference presentation is set.

Awards (Sue)

The Awards committee is working on the criteria, nominating procedure and timeline for the awards. This will be ready for the December meeting.

Recommending two awards: 1) Presidents Award to an individual in or outside the board. 2) An organization that supports Distance Learning.

Be aware of awards offered by other organizations that would apply to distance learning.

Projects (Deb and Diane)

Reading Across America

Registration opens December 1st and closes January 16th, dates are posted on the TWICE WebPages. There is a notation for those using Internet 2. Midland will host the registration on their webpage. NEA will be contacted to request a link. This is the 100th anniversary celebration.

Fieldtrips (Wanita and Janine)

Janine will keep the fieldtrip database up to date.

We will welcome any assistance with videoconference price negotiations / discounts / bulk pricing

Recommendation: TWICE review of content providers

TWICE member or distance learning coordinator who has experienced or observed multiple video conferences will rate the quality of content and presentation. A model will be prepared for input by the June board meeting.

Sharing distance learning experiences

TWICE board members will provide one monthly note on the list serve sharing a video conference. Please sign up for a month. Wanita will email you a reminder the first week of your month.

November- Sue Porter
December- Mike and Terry
January- Aaron & Deb
February- Wanita
March- Janine
April- Diane
May- Eric
June- Arnie

Seek and encourage Michigan content providers. Brainstorm ideas, & offer training.

Conference (Sue)

MIEM has 130 participants registered. TWICE will present 3 sessions
MACUL

Descriptions of the TWICE sessions need to be sent to Janine.

It was moved and seconded that TWICE provide a box lunch for paid members attending the annual meeting to be held during the MACUL 2004 conference. The motion passed unanimously. Invitations will be sent after the first of the year by postcard and email. RSVP will be requested to determine the number of box lunches to order.

Communication (Terry)

Welcome letters will be sent to all TWICE members. The letter will include an explanation of the content provider discounts and a copy of the TWICE videotape will be included in the mailing.

Tech Issues (Mike)

Mike reported that he has the information about the WMISD connection.
TWICE tapes are ready to be sent out.
Dialing numbers will be sent in order to test the Sprint network.

Dues and Treasury (Terry)

25 members

Round Table discussion

June 15-16, 2004 was recommended as the date for TWICE board retreat, arriving the evening of the 15th and meeting on the 16th. The retreat will be hosted by the Wexford Missaukee ISD in Cadillac. TWICE pays for the hotel rooms and meals, mileage is paid by the members individual districts, the meeting location is provided by the host location. (I will call Mike Richards and Sue Schwartz to confirm these dates.)

Janine shared information about Global Education Motivators. Her goal is to have international connections.

Diane shared information about the TWICE presentations at MAME. Wanita and Diane presented two sessions; ASK and Read Across America. The attendance was small but enthusiastic.

Janine suggested doing a round table discussion for members. Bridge as many as can connect to get acquainted and share distance learning experiences.

TWICE was recognized at REMC board meeting last month for its support of video conferencing.

Sue suggested that we put a link to MCODEC.

Diane sent an invitation to Scott, Internet 2, and has had no response. Terry will follow-up on the invitation.

Terry asked about the possibility of college visit via distance. Look on PacBell they have information.

Challenger Learning Centers training took place. Deb and Janine shared what a good experience it was. Janine recommended that TWICE bring in the trainer and hold a session at a central location next year. The cost is \$300.

Meeting adjourned at 2:30.

Next meeting will be held December 8th.

Respectfully Submitted by
Wanita Kampmueller
Secretary