



**TEEAM Headquarters: Baltimore Museum of Industry**

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**Report**

**Name:** Kimberly Sturdivant-Miller  
**Office:** Secretary  
**Date:** March 14, 2011

**Executive Board Meeting**

The TEEAM board members met on March 14, 2011 at the Century High School in Carroll County. The meeting was called to order at 5:29 pm by Douglas Handy, President. Greetings were rendered and Douglas opened with thoughts of honoring the late Jerry Day for his work within the TEEAM organization.

The minutes from the January 10, 2011 meeting were read by secretary, Kim Sturdivant-Miller. There were two amendments made to the minutes, after which the minutes were approved.

The treasurer's report was submitted by Jack Heinz. Discussion referencing the report included the amount spent for the awards ceremony per the actual balance amount and providing assistance (with working on the budget by Douglas).

The President's report consisted of: a) an update of the awards dinner (i.e. – positive feedback; many enjoyed the program and the setting). b) Discussion of challenges with presenting checks based on comments from 'safe-racer' organizers. Douglas Handy and Luke Rhine will attend the luncheon at the Engineers Club on March 30, 2011 at 1:00 PM, with hopes that the 'issues' can be discussed. Douglas will also discuss the same issues with Melinda, c) Possibly offering 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winners as opposed to 1 team winning only in the Robot Challenge, and (d) Douglas and Amy will be attending the ITEEA conference.

President Elect, Amy Gensemer's, report was presented. An update on the newsletter was given. It is thought that many of the counties are still blocking the newsletter and that Mail Chimp isn't working for all counties. Corrections were made to link errors. There was a request made for teachers to submit lessons, as resources, to be included in the newsletter. The MAST newsletter was forwarded by Amy to TEEAM members and noted that the format of that particular newsletter is very large. Per the discussion on the need for Vendors, Ted McNett asked if we could tie advertisement /sponsorship into our newsletter (possibly at the

bottom with logos). Chris Putnam presented an idea for offering vendors proposed a 'pre-conference packet'. He would offer Amy assistance with this idea.

Past President, Ted McNett's report will be presented during New Business.

Tyler Love, Vice President of Student Affairs, report was submitted and reviewed. Tyler extended his gratitude to all that have helped with the Engineering Challenges. Positive feedback in reference to the challenges has been received and the students appear to be excited about receiving the 'big' checks. Tyler asked if it were possible to have the name of recipients on the check at the time of presentation. Additional organizations have been contacted in regards to working along with TEEAM and the running the challenges in the future. A reminder of the remaining challenges and the volunteers was shared. Ted Mc Nett inquired about having a TEEAM shirt to identify the TEEAM board members at events as well as possibly selling the shirts as advertisement for the conference. Douglas Handy volunteered to take the lead.

Luke Rhine presented the MSDE report. Luke reported on the most recent numbers/percentages on technology participation within the state of Maryland. Included in his report: (1) Two professional development courses for Foundations of Technology, 3<sup>rd</sup> Edition will be offered this summer in Howard and Caroline Counties; (2) An assessment system and curriculum guide (draft) is still being worked on and comments/feedback would be appreciated once the items are released.

The TEEAM web report was given by Chris Putnam. Information was presented on (1) the addition of photos on the web site, (2) a wiki page was created for the challenges, and (3) the addition of more 'moving stuff' on the page per Tyler's request. Chris reported that PRAXIS workshops were conducted. Per the report, discussions included: the legalities of posting pictures of students from the challenges on the website and possibly contacting the media for coverage of the events. Chris was commended for the timely updates on the website.

Old Business consisted of determining the best way to write the checks for/to the recipients of the awards to benefit the students. One possibility - include both the students name and the school name on the check. It was noted that a gift card and thank you card would be given to Shannon Tedeschi for her services in designing the layout for the program and updating the TEEAM logo, as well as to Regina Norwood for assisting at the welcome table. Amy Gensemer will ask Paul if he is would be interested in being the Master of Ceremony again next year.

New Business consisted of (1) the possibility of a scholarship in Dr. Day's name with the assistance of other organizations that he was affiliated with; (2) there is currently a vacancy for the Executive Director. The Board will have to seek someone for this office, hopefully by September; (3) the idea of a quarterly newsletter, and a pre-conference packet (to be discussed at a later date); and the (3) 2011 TEEAM EXPO.

1. Ted McNett presented his report with a list of possible presenters for the Expo. He also presented tentative schedules for the day's activities at the Expo.
2. Among the list of presenters, discussion including contacts and possible partnerships and questions.

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Executive Director: Vacant || President: Douglas Handy || President-Elect: Amy Gensemer

- i. Do we want to open the Expo to other disciplines other than technology?
  - ii. We may be eliminating the Elementary population.
  - iii. Should we include tool safety?
  - iv. How can a schedule be created to maintain attendance after lunch?
  - v. Is it possible to post, in the newsletter, asking for presenters?
3. A list of Vendors was also included in the report.
4. Ted McNett will submit a different format for the schedule
5. The price and size of brochures was presented as well as a possible printer
6. To date, there is no theme for the conference. It was suggested to follow the theme of ITEAA.
7. Make sure that the LOGO is on all correspondences.
8. Suggestions were given for possible 'give-aways'.
9. Chris Putnam offered a list of things that did not go well at the last expo in hopes that changes can be made and
10. Amy suggested that someone introduce the presenter at each session. Chris suggested getting new teachers to volunteer.

The next meeting will take place on May 9, 2011 at the Baltimore Museum of Industry.

A tour of Century High School was provided by Ted McNett as a possible site for the Expo.

The meeting was adjourned at 7:29 pm by Douglas Handy.