

**PDA Board of Directors Meeting: via Zoom Conference Call**  
**December 13, 2022**  
**9:00 - 11:30 a.m. EST**  
**MINUTES**

**Color Key:** ACTION ITEMS highlighted in Yellow. VOTES highlighted in Turquoise. FUTURE meetings and agenda items

**In Attendance:** (X=present)

|   |  |   |   |   |  |
|---|--|---|---|---|--|
| X | <b>Kelly Gfroerer</b><br><i>Executive Director</i><br>(non-voting)       | X | <b>Gloria Cleve</b><br><i>Co-Chair</i>            | X | <b>Nuria Rodriguez Font</b><br><i>Co-Chair</i>           |
| X | <b>Suzie Bohm</b><br><i>Treasurer (non-voting officer) (until 11:00)</i> | X | <b>Omneya Askar</b><br><i>Director</i>            | X | <b>Esmat Lamei</b><br><i>Director (Until 11:00 a.m.)</i> |
| X | <b>Lois Ingber</b><br><i>Secretary (non-voting officer)</i>              | X | <b>Judy Wu</b><br><i>Director</i>                 | X | <b>Fernanda Lee</b><br><i>Director</i>                   |
| X | <b>Aisha Pope</b><br><i>Director (Until 11:00 a.m.)</i>                  | X | <b>Vanessa Zablah</b><br><i>Director</i>          |   |  |
| X | <b>Brad Ainge</b><br><i>Consultant (non-voting) (From 9:15)</i>          | X | <b>Jane Nelsen</b><br><i>Founder (non-voting)</i> |   | <b>Lynn Lott</b><br><i>Founder (non-voting)</i>          |

The meeting was called to order at 9:00 a.m. EST. Compliments and appreciations were shared.

**1. Voting. November Minutes.** Gloria moved and Nuria seconded to approve the November, 2022 minutes. **Unanimous approval.**

**2. Financial Update and Proposed PDA investment Policy.** Suzie reported the following:

- a. Due to projected loss of revenue in 2023, fee increases are being considered for members, Lab Schools and Affiliates.
- b. PDA Investment Policy. Proposal for the ED and Treasurer to have joint authority to invest excess funds in low-risk options while keeping approximately 6 months of operating expenses. Gloria moved and Aisha seconded the proposal. **Unanimous approval.**

**3. Affiliates Update.** Discussed potential equitable increases in the annual fee which include consideration of PDA support time. Trainers and LT's pay the PDA directly for membership. Candidates could pay the Affiliate. Membership fees are fairly standard across Affiliates.

**4. Sponsors / Exhibitors for July Conference.** Aisha, Melanie and Kelly proposed a sponsorship structure with categories outlining what each offers (i.e., recognition, coffee breaks, Facebook live's, etc.). An application for exhibitors would be used to insure alignment with PD.

**5. Trainer Updates**

- a. **Trainer Agreement.** Trainers have three requirements: pay the fee, sign the Trainer agreement (which includes the requirement of facilitating one workshop/year) and attend TT every 3<sup>rd</sup> year. TT is for professional development as well as connection/community. A year extension was given due to COVID. If a Trainer has difficulty filling workshops, they can co-facilitate to meet the requirement. There is a separate agreement for LT's. **For future discussion: EPW and KJR agreements.**
- b. **EPW and KJR Master Trainers.** Some have questioned the title "Master Trainer," especially for someone who is not already a Trainer. The term Master Trainer was borrowed from other programs. Non-Trainers can be encouraged to take AFPD. **To be discussed: removing the term "Master" from the title.**

**6. Committees and Board Liasons.** The Committees meet 4x/year and provide an annual report. The following are the Committees and BOD Liasons:

- *Belonging, Equity and Inclusion.* Board Liaison: Aisha
- *Brazil.* Board Liaison: Fernanda
- *International Advisors.* Board Liasons: Gloria and Judy
- *Research.* Board Liaison needed (*Kelly G. can coordinate if needed*)
- *Lead Trainers.* Board Liaison: Aisha

**7. Celebration of the PDA 20th Anniversary.** Esmat shared a first-draft of a video for creating a digital fresco.

**8. The Role of Students in Promoting Positive Discipline.** Esmat shared a ppt of a process for supporting schools to become a PD Lab School with quality implementation and sustainability. It is a long term project which can start with an online interview. Student empowerment and leadership development are key components. Parents and teachers are included. A next step is to meet with Cathy Kawakami and other Lab School leaders. There can be site visits and Zoom interviews. Instituting a global education program such as having 'penpals' is also an idea with students sharing about class meetings, their culture and traditions, etc. Student testimonials can be posted on the website.

**9. Pre-Post Events for TT.** Needs of the organization as well as member needs factor into determining pre-post events at TT's: add-on workshops, ACT's, LT events, board meetings, staff time and hotel space. Kelly is meeting with the hotel in San Diego to determine available space.

### **Events.**

- a. **Conference and Think Tank.** San Diego, July 28-30, 2023. Nuria, Joy, and Nadine are the planners.
- b. **Korea Update.** Discussions continue for planning either virtual or in-person Conference/TT.
- c. **Latin America Request.** Trainers and Lead Trainers would like to plan a 2023 1-day, online conference which could promote a later Think Tank. Plans to be coordinated with Spain.
- d. **Spain Affiliate.** Committed to offering an in-person TT in 2024. The program will be in Spanish with English and French interpretation. The Affiliate will take registration and manage logistics with PDA staff support.

### **Closing Reflections / Appreciations.**

**Upcoming Conferences and Think Tanks 2023-2024 Confirmed**

- *Think Tank and Conference, San Diego, United States: Summer 2023.*

*Conference Friday, July 28; Think Tank starting Friday evening and ending Sunday 30. In-person Board meeting following events.*

- *Think Tank and Conference 2024 – Dallas, TX*

*Conference Friday, July 12; Think Tank starting Friday evening and ending Sunday 14. In-person Board meeting following events.*

**Board of Directors online Zoom meetings are the 2<sup>nd</sup> Tuesday from 9:00 – 11:30 EST.**

### **Upcoming Board Meetings**

January 10, 2023

Respectfully submitted by  
Lois Ingber, Secretary