



ACTEM BUSINESS/ANNUAL MEETING AGENDA

Thursday May 21, 2020 • 9:30 AM - Noon
Room 103 – Cross Office Building, Augusta, ME

NOTE: Meeting will only be available via Zoom during this time of Covid-19

Zoom Meeting Information:

Join Zoom Meeting at:

<https://us02web.zoom.us/j/81544049174?pwd=UityNWdhdjVTVTE5hUE1JR0MzdExtZ09>

Meeting ID: 815 4404 9174

Password: 0mVaXz

Dial by your location: +1 929 436 2866 US (New York)

Meeting ID: 815 4404 9174

Password: 240263

- **Call to Order** Please sign in at the [ACTEM website](#)
- **Introductions:**
- **Approval of Minutes**
- **Updates**
 - LTT (<https://www.maine.gov/doe/learning/ltt>).
 - Long. Data Systems ([Data & Reporting | Department of Education](#))
 - E-Rate Updates ([E-Rate](#))
 - Networkmaine Updates
 - MEA Testing ([Maine Comprehensive Assessment System \(MECAS\) | Department of Education](#))
 - ACHIEVE Award ([ACHIEVE Award](#))
 - Tech Integrator's Group
 - METDA
- **Reports**
 - Dennis Kunces: Professional Development Reimbursement
- **Conferences**
 - [ACTEM 2020 Conference Report](#)
- **Executive Director:**
 - [May 21, 2020 Report](#)
- **President's Report**
 - **Bylaws Revision**
 - Currently being reviewed by lawyer
 - Plan to present revisions in Sept to be voted on in Dec.
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- **Annual Meeting Items**

- **Annual Dues** - the membership will establish the dues schedule for the coming year.
 - **Current Dues Schedule:** Individual - \$20, Institutional - \$50, Small Institutional - \$25, Corporate/Vendor - \$200, Student - \$5
- The last scheduled meeting of the fiscal year will be designated as the Annual Meeting.
- Officers will be elected at the annual meeting [Not need in 2020]
- A year-to-date report will be prepared by the Treasurer/Executive Director and made available at the Annual Meeting. - [See Budget to Actual Report](#)
- The schedule of meetings for the coming year will be established at the Annual Meeting.
 - Sept. 24, 2020 - Cross Office Building [Room 103A-B] Augusta, ME (Optional via Zoom)
 - Dec.10, 2020 - Virtual Meeting via. ZOOM
 - March 11, 2021 - Cross Office Building [Room 103A-B] Augusta, ME
 - May 13, 2021 - Cross Office Building [Room 103A-B] Augusta, ME

- **Additional Business**
 - Round Table Discussions
- **Adjourn**
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- **Next Meeting Date**
 - Sept. 24, 2020 - Cross Office Building [Room 103A-B] Augusta, ME (Room in Cross Office Building is reserved but meeting will probably be via Zoom)