



## Virginia Law Related Education Institute

3329 Doncaster Court  
Virginia Beach, Virginia 23452

### June Board Meeting Agenda

Time: June 15, 2019  
Location: Conference call  
Virginia Beach, Virginia

Call to Order  
Approval of the agenda  
Approval of meeting minutes from March 1, 2019 Board Meeting

**I. Review and adoption of 2019 VLRE annual report (being drafted)**

**II. Report on submission of VDOE letter by Executive Director**

**III. Report on status of training and outreach by Executive Director**

- a. Currently working on momentum on southside Hampton Roads
- b. Looking for assistance reaching out on the Peninsula community
- c. No current outreach in Roanoke area
- d. The Executive Director is willing to travel to NOVA if eight teachers will attend
- e. Will hopefully have at least one dedicate area by the June meeting

**IV. Reports**

a. Chair:

- i. Report on volunteer recruitment and retention
- ii. Report on current assignments; what additional support is needed to support our board volunteers?
- iii. Report on a potential conference with Rule of Law and Virginia Civics (by the Executive Director)

b. Vice Chair:

- i. Report from the executive director. Good feedback from the competition. We had a "roundtable" with coaches during the weekend and learned what they expect. Some issues with communication with one team. Otherwise a very successful state competition.
- ii. Report on the date and location for the state competition
- iii. Report on the alternate date and location for the state competition

c. Secretary:

- i. Status on outreach with bench and bar near state competition site, including securing sitting bench judges, and report to the board on progress

- d. Treasurer
  - i. Report on current financial status of organization
  - ii. Report on recovering form 102 charitable donation status
  - iii. Potential first internal audit and tax filing
  - iv. Report on plan provided by fundraising consultant (plan attached)
    - 1. What is recommended in report?
    - 2. What can we as a board realistically accomplish within the plan
- e. Competition Chair
  - i. By the Executive Director – changes were adopted to the competition portion of the program based on feedback from educators
    - 1. Executive Director reviewed AMTA rules; not consistent with educational norms of high school students and educators
    - 2. Over-use of rules is addressed in coach’s manual (online) and at the clinic. The manual is written as an educational tool and it is the responsibility of coaches to apply.  
Adoptions are in the current handbook (review the change log)
    - 3. Violations by adults reported to coordinator by adults
    - 4. Violations by students taken care of via current ADR process
    - 5. Emphasis on “playing your your game” instead of calling out rule violation; students to be taught only to call out violations that significantly impact outcome of round.
  - ii. Report on other proposed competition rule and procedural changes
  - iii. Welcome to our new civil problem writer!
  - iv. Discussion on state competition team size ... W&L CLCT and executive director recommends 20 teams for this year. Earl recruitment is key to staffing all rooms with three judges per room.
- f. Regional site coordinators (each region)
  - i. Report on securing regional site location and report to the board on the site, including sites needs, executive director will sign contracts
  - ii. Reports on securing volunteers as volunteer and operations coordinators
  - iii. Report on volunteer coordinator outreach with local bench and bar regarding regional competition, including securing sitting bench judges, and report to the board on progress
  - iv. Report on operations coordinator review of the Mock Trial Handbook, NHTMTC rules of competition, and rules of evidence, and any recommendations as needed to enhance the competition
- V.** Old Business - Discussion on state competition team size ... W&L CLCT and executive director recommends 20 teams for this year. Earl recruitment is key to staffing all rooms with three judges per room.
- VI.** New Business – Discussion on getting attorneys CLE credit for judging.
- VII.** Comments and announcements (by the executive director).
- VIII.** Adjournment