



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- 510pm
Approval of the agenda -510pm
Approval of meeting minutes from March 1, 2019 Board Meeting- 511pm

- I. Review and adoption of 2019 VLRE annual report (being drafted)- pending per Matt**
- II. Report on submission of VDOE letter by Executive Director – Pending per Matt (deadline end of July)**
- 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 (LM got contact info for NN individual who ran CWA Mock trial program)
 - c. No current outreach in Roanoke area (LM reached out to Danville)
 - 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:
 - IV.a.i. Report on volunteer recruitment and retention
 - IV.a.ii. Report on current assignments; what additional support is needed to support our board volunteers? 1) Follow up later on, currently nothing officially set; high school or middle school workable; maybe look at library?
 - IV.a.iii. Report on a potential conference with Rule of Law and Virginia Civics (by the Executive Director)- still in idea phase, beginning conversation about collaborations and a consortium conference

- b. Vice Chair:
 - IV.b.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.
 - IV.b.ii. Report on the date and location for the state competition- W&M not available, working on getting permission for use of WJCC Courthouse, Circuit Judge approved, still need Sheriff approval
 - IV.b.iii. Report on the alternate date and location for the state competition- check in with Richmond courthouse, perhaps reach out to Justice at State Supreme Court building (Tim can provide contact – General Counsel), Darden school at UVA suggestion- see if we can get into Richmond. Can't do March 14th, secure definitive site by August 1st. March 7-8 or potentially 21-22
- c. Secretary:
 - IV.c.i. Status on outreach with bench and bar near state competition site, including securing sitting bench judges, and report to the board on progress, postpone to next meeting
- d. Treasurer
 - IV.d.i. Report on current financial status of organization- \$3323.83 cents per matt
 - IV.d.ii. Report on recovering form 102 charitable donation status
 - IV.d.iii. Potential first internal audit and tax filing
 - IV.d.iv. Report on plan provided by fundraising consultant (plan attached)
 - IV.d.iv.1. What is recommended in report?
 - IV.d.iv.2. What can we as a board realistically accomplish within the plan

***ADDRESS IN SEPTEMBER**

- e. Competition Chair
 - IV.e.i. By the Executive Director – changes were adopted to the competition portion of the program based on feedback from educators (talked to a lot of people and got feedback it doesn't work to run on AMTA rules)
 - IV.e.i.1. Executive Director reviewed AMTA rules; not consistent with educational norms of high school students and educators

IV.e.i.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)

IV.e.i.3. Violations by adults reported to coordinator by adults

IV.e.i.4. Violations by students taken care of via current ADR process

IV.e.i.5. Emphasis on "playing your own game" instead of calling out rule violation; students to be taught only to call out violations that significantly impact outcome of round.

IV.e.ii. Report on other proposed competition rule and procedural changes

CHECK and see if possible coach time before rule violation will benefit or hurt- report back by September

IV.e.iii. Welcome to our new civil problem writer!

IV.e.iv. Discussion on state competition team size ... W&L CLCT and executive director recommends 20 teams for this year. Early recruitment is key to staffing all rooms with three judges per room.

f. Regional site coordinators (each region)- currently no secured locations, decide on places and back up spots as well as backup dates in case of bad weather

IV.f.i. Report on securing regional site location and report to the board on the site, including sites needs, executive director will sign contracts

IV.f.ii. Reports on securing volunteers as volunteer and operations coordinators

IV.f.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.f.iv. Report on operations coordinator review of the Mock Trial Handbook, NHSMTC 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. Early recruitment is key to staffing all rooms with three judges per room.

VI. New Business – Discussion on getting attorneys CLE credit for judging.- have to focus on connecting to attorney groups- perhaps Evidence primer or trial ad, also could piggy back on local bar association meetings

VII. Comments and announcements (by the executive director). AUGUST 1 deadline

VIII. Adjournment - 626pm