

WM 17 PTRA Oversight Committee Meeting Agenda
Monday February 20, 2017
7:30-9:00 AM

Committee Members:

Pat Callahan – PA retired (term ends January 2018) Committee Chair
Robert Morse – Washington DC retired (2017)
Larry Cook – ND retired (2017)
Ed Price – California State University – San Marcos (2018)
Kelly O’Shea – Elisabeth Irwin School, NY (2019)
Earl Blodgett – University of Wisconsin – River Falls (2019)
Tom O’Kuma – Lee College TX (2019)
Tommi Holsenbeck – Alabama Science in Motion (2020)- term begins at end of WM17
Janie Head – Foster High School TX (2020)- term begins at end of WM17

Ex-Officio members:

PTRA Director – Karen Jo Matsler TX (2019)
AAPT Executive Office – Beth Cunningham, Robert Hilborn and Rebecca Vieyra

1. Greetings, Acknowledgements and Introductions
 - a. Thanks to Robert Morse and Larry Cook for their assistance the last three years as they move off the committee.
 - b. Congratulations to Dodge Citation Awardees Ann Robinson and Sharon Kirby.
2. PTRA Director’s Report – Karen Jo Matsler
3. Current PTRA Continuation Fund financial report – data as of Nov 2016 attached
4. Action items that Committee has addressed since SM16 meeting
 - a. The PTRA Oversight Committee approves of the use of PTRA Continuation Funds to support Karen Jo Matsler’s attendance at the Institute for Quantum Computing workshop being held in Waterloo, Ontario, Canada November 24-27, 2016. The support will cover costs related to her transportation to and from the workshop site and associated lodging expenses during the workshop.

Approved Nov 15, 2016
 - b. Lowell McCann from University of Wisconsin - River Falls has requested that the committee approve up to \$3000 to be used to offer incentives for teachers to attend the two week workshop series on Inquiry Methods for Physics and Physical Science with NGSS - Electromagnetic Forces and Interactions.

Approved Oct 30, 2016

5. Discussion concerning planning for PTRA future
 - a. Committee input on “Where do you see the PTRA program headed in the next 5 years?”
 - b. Future Summer Leadership Institutes
 - i. What reimbursements can be planned for PTRA leaders to attend and participate?
 - ii. How should reimbursements be distributed?
 - iii. Responsibilities of PTRA leaders after Institute
 - iv. Requirement that PTRA leaders be national members of AAPT
 - c. Using Continuation Fund to seed startup workshops
 - i. Should the practice continue?
 - ii. How long should support last?
 - iii. Responsibilities of host institutions to PTRA program?
 - d. PTRA Publications
 - i. Vision for future of older resources
 - ii. Should Continuation Fund be used to fund revisions?
 1. How much?
 2. How do we determine who does the revisions?
 3. Time line for revision
 4. Possibilities for providing income to PTRA Continuation Fund
6. Workshops scheduled for 2017
 - a. Maryland – NEW!
 - b. Alabama
 - c. Pennsylvania
 - d. Texas
 - e. Wisconsin
 - f. Massachusetts
 - g. Others
7. Physics Master Teachers’ Leadership Task Force update
8. Program Review of PTRA program
9. Other new business or items of interest

**AMERICAN ASSOCIATION OF PHYSICS TEACHERS
 PTRA CONTINUATION FUND - E5045
 Nov-16**

BALANCE SHEET

ASSETS

INVESTMENTS	\$196,342.51	
<i>TOTAL ASSETS</i>		<u>\$196,342.51</u>

LIABILITIES & FUND BALANCE

RESTRICTED		
TEMPORARILY RESTRICTED	\$196,342.51	
	\$196,342.51	Balance at
NET INCOME	\$(29,264.00)	12/31/2015
<i>TOTAL LIABILITIES & FUND BAL.</i>		<u>\$167,078.51</u>

**INCOME
 STATEMENT**

INCOME

500000	CONTRIBUTION		
500001	ANNUAL GIVING	\$1,360.00	
500300	ADVERTISING		
500800	DUES ALLOCATION		
501200	REGISTRATION		
501400	SPECIAL EVENTS		
501500	WORKSHOPS	\$3,220.00	
502400	PUBLICATIONS	\$-	
	DORM ROOM REVENUE	\$-	
504200	REIMBURSEMENT	\$-	
504300	GRANT RECEIPTS		
	<i>TOTAL INCOME</i>		<u>\$4,580.00</u>

EXPENSES

600000	SALARY	\$538.00
600100	SALARY NOT AAPT STAFF	\$-
600200	BENEFITS	\$-
600300	BENEFIT NOT AAPT STAFF	\$-
600400	SUPPLIES	\$7,424.00
600500	POSTAGE & SHIPPING	\$593.00
600600	TELEPHONE	\$-
600700	PHOTOCOPYING & PRINTING	\$-
601500	AWARD	\$-
601560	CONTRIBUTIONS-CORPORATE	
601600	COMPLIMENTARY	
601700	COMPUTER SOFTWARE/MAINTENANCE	\$-
602050	HONORARIA	\$6,429.00
602300	INSURANCE	\$-
602500	MARKETING	

602750	EXHIBIT FEES AND EXPENSES	\$-	
603100	PROFESSIONAL FEES	\$-	
603300	REGISTRATION FEES CONF/SEM	\$2,500.00	
603400	SPECIAL EVENTS	\$-	
603500	WORKSHOPS		
603800	TRAVEL	\$9,105.00	
603810	TRAVEL-LODGING	\$1,138.00	
603850	TRAVEL-MEALS	\$-	
603900	PARTICIPANT SUPPORT TRAVEL	\$-	
604000	PARTICIPANT SUPPORT SUBSISTENCE	\$2,000.00	
604300	SUBCONTRACT	\$-	
604400	CONSULTING FEES	\$-	
608200	EDITORIAL OFFICE	\$-	
	Tempory help	\$-	
608900	INVESTMENT EXPENSE	\$1,190.00	
609600	ROYALTY EXPENSE		
609700	AUDIO VISUAL	\$-	
701000	MISCELLANEOUS:	\$-	
702700	FACILITY EXPENSES	\$-	
<i>TOTAL EXPENSES</i>			\$30,917.00
<i>NET INCOME BEFORE INVESTMENT ACTIVITY</i>			<u>\$(26,337.00)</u>
500100	INTEREST INCOME	\$-	
500150	DIVIDENDS	\$(2,955.00)	
500160	UNREALIZED CAPITAL GAINS	\$(301.00)	
500200	CAPITAL GAINS/LOSSES	\$-	
800000	INDIRECT COSTS	\$6,183.00	
800100	UNREIMBURSED INDIRECT COSTS	\$8,382.00	
<i>TOTAL INVESTMENT ACTIVITY</i>			\$2,927.00
<i>NET INCOME</i>			<u>\$(29,264.00)</u>

20% of Direct Costs are charged as Administrative Fee/Indirect Costs