

North Dakota Association of Elementary School Principals

Executive Board Meeting

Friday, August 2nd—10:00 AM CST

NDCEL Building--Bismarck, ND

NDAESP Mission Statement

The mission of the NDAESP is to assist, support, and serve elementary and middle school principals in order to provide quality education for all children.

Members Present: Aimee Copas, NDCEL ; Deb Follman, Devils Lake; Jason Hornbacher, Bismarck; Audrey Faul, Griggs County; Anna Sell, Ellendale; Dave Steckler, Mandan ; David Hanson, Wyndmere; Dave Wegner, Beach ; Vikki Combs, Jamestown; Chris Bastian, Casselton; Jean Schafer, Mandan; Shari Bilden, Northwood; Stacy Murschel, Beulah; Jeremy Mehlhoff, Williston

1. Call to Order--Deb Follman

a. President Follman called the meeting to order

2. Introductions—Deb Follman

a. President Follman welcomed those present and introductions were made.

3. Passing of the Gavel--Deb Follman

a. President Follman said a few words thanking NDAESP for giving her the chance to serve as president.

b. The gavel was passed from President Follman to President Hornbacher.

4. Approval of Agenda—Jason Hornbacher

a. An addition was made to the agenda under 8g--retirement gift for Doug Johnson

b. Dave Hanson made a motion to approve the agenda with changes. Chris Bastien seconded. Agenda approved.

5. Secretary/Treasurer Report—Anna Sell

a. Anna Sell presented the Treasurer's Report. Total assets as of June 30, 2013--\$59,721.20. Chris Bastian motioned to approve the treasurer's report . Jeremy Mehlhoff seconded. Discussion took place. Motion carried.

b. The proposed 2013-2014 budget was presented with discussion taking place on issues presented by the budget committee in the area of 5040- NAESP budget. Amy answered questions and provided guidance and advice to the board. The budget committee suggested that item 5044-Zone 7 be increased to \$1000. Jeremy Mehlhoff made the motion that 5044 be increased to \$1200. Chris Bastian seconded. Discussion took place. Motion carried. Stacey Murschel made a motion to accept the proposed budget as amended. Jeremy seconded. Discussion took place. Motion passed.

c. Anna Sell presented the meeting minutes from the April 26, 2013, Executive Board Meeting . Audrey Faul made a motion to approve the Meeting minutes. David Hanson seconded. Discussion took place. Motion passed.

6. Reports and Discussion

- a. NAESP Report—Dave Steckler
 - i. Our state received the “Circle of Excellence” for having 95% of our members belonging to NAESP and we also received “Goal Buster” status for maintaining our membership.
 - ii. Dave Steckler presented the idea of offering one fully paid membership in place of 5 \$100 vouchers at the New Administrator’s Workshop. Dave Wegner made the motion to offer one fully paid membership at the New Administrator’s Workshop instead of the previous five \$100 membership vouchers. Chris Bastian seconded the motion. Discussion took place. Motion carried.
 - iii. Discussion took place on possible changes of incentives for the national convention and covering expenses for more board members. Further discussion will take place at our meeting in October.
 - iv. Dave gave information and updates from the Zone 7 booth, reception, and breakfast. Discussion took place with input, comments, and suggestions focusing on the area of the breakfast. The board came to a consensus that we discontinue the breakfast and instead put our resources towards the reception.
 - v. 2014 National Convention will be July 10-12 in Nashville.
 - vi. Dave has ordered badges for the board and they should be here shortly.
 - vii. Dave welcomed any regional rep to call on him with any help that they need.
- a. Editor’s Report-Dave Hanson
 - i. Dave presented a hard copy report to the board with due dates for this year for “The Voice”: 8/9 (Welcome Back), 12/13 (Candidate Bios), 3/7 (NDP), 5/2 (Service to Children).
 - ii. There are currently 6 companies that sponsor our publication and they will continue this year.
 - iii. Dave encouraged board members to submit articles and also asked them to encourage their peers at home to do the same.
- b. NDCEL Report-Chris Bastian/Dave Wegner
 - i. The NDCEL meeting was August 1 with a meet and greet the evening of July 31.
 - ii. Mike Helman the new Higher Ed Vice-Chancellor was present at the meeting. The committee was given information on the Pathways document that was created to bridge the gap between K-12 and higher ed. The document is currently unfinished and in need of revisions with not much progress being made at this point. The document is headed back to committee and will not be in place this school year.
 - iii. The Common Core Science Standards Committee just met and are working on alignment. Science will probably be much more difficult because of controversial topics.
 - iv. The state of ND is currently looking at possibly applying for a Race to the Top Grant for early childhood; however, it needs legislative approval.

- v. Superintendent Baesler, at this point, is leaning towards focusing the first round of evals on the principal level
- vi. A word of caution was sent out that Governor Dalrymple will be tightening up and watching storm days closer this school year.
- vii. Homeland security grants will be available this year for security equipment and information will be sent out from Val Fischer.
- vii. We will be moving to Smarter Balance testing in the spring of 2015. The window has now been extended to 12 weeks and the expected testing time will be from 7-8 hours for the battery depending on grade level.
- c. Federal Relations-Lynn Wolf (written report)
 - i. Lynn was absent from the meeting but made a written report available to the board members.
- d. Region Representative Reports-Region Representatives
 - i. Shari B said she is trying to learn how to provide what is needed to the diverse schools in her region....large schools vs. small schools
 - ii. Jean feels she is still learning and trying as she had really no model to follow. She tries to reach all of her peers and would like a list of ALL principals, not just members. Audrey will send out a self-crafted list to the reps.
 - iii. Jeremy said his first year he has tried to meet and get to know the principals in his region and this year his goal is to expand his communication with them. He feels his region has extreme unique needs.
 - iv. Vikki felt that distance was the biggest hindrance to holding regular meetings, so her region is planning on utilizing technology more for meetings. Also, time set aside at conferences is appreciated and utilized and in fact, most productive.
 - v. Discussion took place on taking a closer look at region alignment as a possible hindrance to facilitating meetings and activities in each region. Audrey and Shari will lead a committee with the region reps and will report back to the board at the October Executive Board Meeting.
- e. Executive Committee Responsibilities/Tasks-Executive Committee
 - i. Discussion moved to new business (8f)

7. Old Business

- a. National Conference—Dave Steckler
 - i. Information was given to the board members about the Zone 7 Meeting and Delegate Assembly at the National Convention related to the vote on the National By-Laws. Discussion took place. The hard-work put in by members protected our rights as individuals in a large organization
- b. Review of Bylaws-Dave Hanson
 - i. Dave presented the final by-law changes as presented to the membership by email. Section 9: “In the event that only one candidate is available to run for a position, a write-in candidate will be allowed.” and Section 8A the changes in

the awards timeline. Deb Follman made the motion to accept the proposed changes. Audrey Faul seconded. Discussion took place. Motion carried.

- c. Membership Vouchers—Dave Steckler
 - i. Discussed in Reports

8. New Business

- a. Membership Vouchers—Dave Steckler
 - i. Discussed in Reports.
- b. NDAESP Candidates—Kris Nelson
 - i. Moved to October meeting
- c. MidWinter Conference—David Hanson
 - i. The dates are Feb 5, 6, 7 and the Fargo Ramada Inn
 - ii. The principals from the hosting region are working on plans
 - iii. Time will be reserved again this year for regional meetings at breakfast on February 7th.
 - iv. The Bismarck Conference Committee for next fall's Midwinter will be placed on the agenda for the October meeting.
 - v. Audrey reported on the findings of the Mid-Winter Conference Committee formed at the last executive meeting. No recommendations were put forth from the committee because they are seeking more guidance from the board. The board members laid out their needs to Audrey and the committee will report again in October. The committee is specifically going to contact Minot for their input and have a tentative calendar up until the year 2020.
- d. New Administrators' Breakout Session—
 - i. Presenting at the session are Audrey Faul, Dave Steckler, Dave Hanson, and Jason Hornbacher.
- e. Future Meetings—Jason Hornbacher
 - i. October 15, 2013—11:00—Bismarck
 - ii. February 10, 2014—11:00—Fargo
 - iii. August 1, 2014--Bismarck
- f. Posting of Detailed Monthly Job Description—Executive Committee
 - i. Each Executive Board member should create a month-by-month timeline of their job responsibilities. This is being created to give members an idea of what each job entails.
- g. Gift for Doug Johnson--Chris Bastian
 - i. Discussion took place on possible gifts for Doug to presented at the Fall Conference in Bismarck.
 - ii. A motion was made by Stacey Murschel to allow Chris Bastian to spend up to \$200 for a suitable gift for Doug. Jeremy Mehlhoff seconded. Discussion took place. Motion passed.

- 6. Adjourn Meeting** —President Hornbacher called for adjournment of the meeting.

a. Jeremy Mehlhoff made a motion to adjourn. Second by Deb Follman. Motion approved and meeting adjourned.

THESE MINUTES ARE UNOFFICIAL UNTIL THEY HAVE BEEN APPROVED AT THE NEXT EXECUTIVE BOARD MEETING, October 15, 2013 at the NDCEL Conference in Bismarck.