

# ***North Dakota Association of Elementary School Principals***

Executive Board Meeting Minutes  
Wednesday, October 15, 2014, 11:00 AM  
Ramkota Hotel, Bismarck, Room 2160

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## **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.

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**Members Present:** Audrey Faul; Coopertown, David Hanson, Wyndmere; Stacy Murschel, Beulah; Joy Walker, Minot; Dave Steckler, Bismarck; Jeremy Mehlhoff, Williston; Vikki Coombs, Jamestown; Mitch Jorgensen, Langdon; Shari Bilden, Northwood; Dana Carlson, Fargo; Denise Soehren, Medora; Chris Bastian, Casselton; David Wegner, Beach; Tricia Erickson, Fargo; Aimee Copass, NDCEL Director; Jim Stenehjem; ND LEAD Center.

1. Call to Order- Audrey F.

a. Present Faul called the meeting to order.

2. Introductions- Audrey F.

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

3. Approval of Agenda- Audrey F.

The motion to approve the agenda was made by David Wegner. Dana Carlson seconded the motion. Motion Carried.

4. Secretary/Treasurers Report- Dave H.

Dave Hanson presented the meeting minutes from the July 23rd, 2014, Executive Board Meeting. The motion to approve the minutes was made by Chris Bastian. Stacey Murschel seconded the motion. Motion Carried.

Dave Hanson presented the Treasurer Report. Total assets as of September 30th, 2014 are \$60,190.71. The motion to approve the Treasurer Report was made by Mitch Jorgensen. Joy Walker seconded the motion. Motion passed.

5. Reports and Discussion

a. NAESP- Dave S.

Alyson Parsley was the winner of the fully paid NAESP membership voucher given away at the Annual Administrator Conference held this past July. Current NAESP membership as of October 2014 is 161 members. The next NAESP national convention will be held in Long Beach, California from June 30<sup>th</sup>-July2, 2015. The location for the 2016 conference is undecided. Discussion with other Zone 7 State Reps regarding a possible Zone 7 conference is ongoing. No definite plans have been made. The State Reps from Zone 7 are working on developing the election process for the upcoming Zone Director election. Applications are due by December 1<sup>st</sup>. Dave Steckler is an announced candidate for the position. NAESP has created a new membership committee. Won't be starting up until November. The NAESP National Leaders Conference will be held on February 22-24, 2015. Registration won't be opened up until later this fall.

b. State Editor- Dave H.

There are three more due dates for the NDAEP publication "The Voice". The 2<sup>nd</sup> due date is December 12<sup>th</sup>. The 3<sup>rd</sup> due date is March 6<sup>th</sup> and the 4<sup>th</sup> due date is May 1<sup>st</sup>. NDAESP members are encouraged to share pictures and articles regarding activities going on their buildings. We are down to four companies that support our association through advertising. A short discussion on adding more reflected a consensus that we would stay with what we have for the time being.

c. NDCEL- Erickson/Bastian/Wegner

Aimee Copass gave a quick update on the changes made to the current NDCEL office. Adding a "Buzzer Door" which also includes a live camera to show who is attempting to gain access has enhanced the security. There are still some concerns about safety after hours. The NDCEL board is still looking into purchasing a different property as a possibility. Donna Melmer has been hired as the event/conference coordinator. She has picked up on her responsibilities quite quickly. Tricia Erickson (Fargo) is the new NDCEL acting President! The NDCEL board has approved a dues increase of \$25 a year for the next two years. The NDCEL core principals were reviewed in September in preparation for the upcoming legislative session.

d. Federal Relations-Lynn W.

Audrey Faul shared the federal relations report for Lynn Wolf who was not available for the meeting. There was some discussion on the School Starting date and how that could affect the school calendar and our staff and students.

e. Region 1- Meet on the last Tuesday of each month. Will be deciding on which book to use for their annual book study at the next meeting. Looking into possible "Live Video" options for future meetings but like the face-to-face meetings that are currently being held.

Region 2- Kathryn Lennertz is the new Region Rep. First meeting will take place the first week in November.

Region 3- The first meeting will be on October 20<sup>th</sup>. Small number of replies for meeting have been received. Those in attendance will have the opportunity to attend the Steve Dunn Writing workshop being held the same day.

Region 4- First meeting was October 7<sup>th</sup>. October is a busy month so date for the first meeting will be revisited for next year. Topics for the first meeting included; summative evaluations, state assessment preparation, online lesson plans and learning goals. The Buffalo Wild Wings site was a big hit!

Region 5- First meeting will be held on November 14<sup>th</sup>. Aimee Copass will be presenting at the meeting. A book study will be offered to the Region 5 group at that time. There will also be a discussion on the NDAESP Award nominations as well. Best practices are shared by Region 5 principals at this meeting as well.

Region 6- Topics discussed at their fall meeting included; Evaluation Tools being used and Autistic Children and the challenges schools face. The Region 6 group has decided to try and coordinate their region meetings with the SEEC meetings as a larger number of elementary principals already attend those meetings.

Region 7- No Report Available

Region 8- No meeting. Region Rep was unavailable for the meeting. Joint meeting with the HS group still took place. Topics included AdvancedED, Evaluation Process, Pre-School and On-line Lesson Plans.

## 6. Old Business

### a. ND Mid-Winter Conference- Wolf/Hornbacher/Schafer

None of the representatives from the Mid-Winter Conference were in attendance at today's meeting. It is our hope that all is in place and ready to go for the upcoming Mid-Winter conference. More will likely be reported at the General Business meeting to be held on Thursday during this conference.

Vikki Coombs reported that the 2016 Mid-Winter Conference group has chosen their theme. "Waves of Opportunity" Anna Sell (Oakes) and Denise Musland (LaMoure) are the co-chairs for this event.

### b. Changes to Bylaws- Hanson/Erickson/Sell

The bylaw changes were discussed. The July 1<sup>st</sup> date for people to begin their terms will not work with the NAESP National Convention beginning on June 30<sup>th</sup> this year and potentially earlier in the coming years. The bylaw committee will make the necessary changes to avoid this issue and share their updated bylaws with the executive committee through email before sending them out over the list-serve for 1<sup>st</sup> and 2<sup>nd</sup> readings. A vote on the changes will take place at the February 2015 Executive Board Meeting. The bylaw changes regarding adding a 5<sup>th</sup> NDP to the Awards Committee was voted on. Jeremy Mehlhoff made the motion to support the bylaw changes regarding the NDAESP Awards Committee. Seconded by Vikki Coombs. Motioned carried.

## 7. New Business

### a. Review of Core Principles- Audrey F.

Audrey asked if everyone had reviewed the NDAESP Core Principles. After a short discussion the only changes needed are with the date of approval and the changing of the wording from "Beginning Administrator" conference to "Annual Administrator" conference.

### b. ND Principal's Month- Audrey F.

Audrey Faul shared the proclamation from Governor Dalrymple making October "Principals Month" for the state of North Dakota.

c. Representative Assembly- Audrey F.

President Faul thanked those that were able to serve as the NDAESP representatives at the NDCEL Legislative assembly this past September.

d. Conference Region Meetings- Lynn Wolf

President Faul reported for Lynn Wolf. Region Reps were notified that time for a Region meeting has been built into the schedule for the upcoming Mid-Winter Conference. Exact time and day will be shared when it is available.

e. Leadership Conference Attendance- Steckler/Faul

The National Leadership Conference will be held on February 22-24<sup>th</sup> in Washington DC. NDCEL will assist with the registration, travel plans and motel reservations once the registration has officially been opened.

f. Membership Vouchers-Dave S.

Membership voucher was already taken care of at the Annual Administrator's conference this past July.

g. Support for Zone 7 Election- Audrey F.

Audrey asked Dave Steckler what NDAESP and its members can do to help support him in his bid to become the next Zone 7 Director. Financial assistance was given the last time we had a candidate. Dave would let the group know at the mid-winter executive board meeting if any financial assistance was needed. At this point he did not think there would be any need as the process for running for Zone 7 Director has changed from then.

e. Future Meetings- Faul

- February 4-6, 2015 (Bismarck)
- April 2015
- July 2015

8. Adjourn Meeting- Audrey F.