

North Dakota Association of Elementary School Principals

Executive Board Meeting

Wednesday July 23, 2014—10:00 AM CST

Energy Center, Room 436, BSC, Bismarck

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: Lynn Wolf, Bismarck; David Hanson, Wyndmere; Chris Bastian, Casselton; Anna Sell, Oakes; Jason Hornbacher, Bismarck; Stacey Murschel, Beulah; Tricia Erickson, Fargo; Audrey Faul, Griggs County; Shari Bilden, Northwood; Jean Schafer, Mandan; Denise Soehren, Billings County; Vikki Coombs, Jamestown; Dave Wegner, Beach; Mavis Christianson, NDCEL Aimee Copas, NDCEL

1. Call to Order-Jason H.

- a. President Hornbacher called the meeting to order.

2. Introductions-Jason H.

- a. President Hornbacher welcomed those present and introductions were made.
- b. President Hornbacher congratulated Aimee on finishing her PhD

3. Introduction of New President-Jason H.

- a. President Hornbacher introduced, Audrey Faul, the 2014-2015 NDAESP President
- b. President Hornbacher passed the gavel to Audrey

4. Approval of Agenda--Audrey F.

- a. Additions were made to the agenda
 - i. "New Business" item E "Zone 7 Reception Budget Additions"
 - ii. "New Business" Item F "Awards Committee Bylaws Proposal"
 - iii. "New Business" Item G "Core Principals NDAESP"
 - iv. Chris B made a motion to approve the agenda with additions. Tricia E. seconded. Motion passed.

5. Secretary/Treasurer Report---Anna S.

- a. Anna Sell presented the meeting minutes from the April 30, 2014, Executive Board Meeting. Chris B. motioned to approve the minutes. Stacy Murschel seconded. Motion carried.
- b. Anna Sell presented the Treasurer Report. Total assets as of June 30, 2014 were \$77,478.08. Dave H. made a motion to approve the Treasurer Report. Jason H. seconded. Motion passed.

6. Reports and Discussion

- a. NAESP—Dave S
 - i. NAESP membership is down 700 from a year ago nationally

- ii. ND did not qualify for any awards due to drop in membership
 - 1. Discussion took place concerning how to increase membership in ND
 - 2. Dave H made the motion to fund one full NAESP membership for the 2014-2015 year. Chris B. seconded. Motion carried.

b. Editor's Report-Dave H

- i. Due dates for articles for this year's publication of "The Voice" are 9/5, 12/12, 3/6, and 5/1.
- ii. Dave asked that again this year boards members help to spread the word about sending in article/happenings in our local schools.
- iii. We have 5 companies advertising in the our newsletter.
- iv. Dave will be helping create a new Zone 7 newsletter online.
- v. Dave voiced his appreciation to the group for allowing him to serve as the editor of our association.

c. Federal Relations Report--Lynn W

- i. Lynn met with the Federal Relations group at the National Conference in Nashville.
- ii. Lynn felt that the board should consider sending the Federal Relation person to the National Conference each year

d. NDCEL--Aimee C

- i. The new building project has been put on hold due to problems. Instead, plans are in the works to remodel the basement, update security, and address parking problems. The are still looking for possible new buildings however.
- ii. Donna Melmer has been added to the NDCEL staff as a "conference planner"
- iii. A legislative team has been put together made up of people from different organizations to prepare for the upcoming legislative year.
- iv. NDCEL, let by Aimee, is working with DPI as they have several staff positions open right now and have asked for help and support by making a firm statement about what we feel education is about.
- v. There have been several changes in the NDCEL bylaws and constitution:
 - 1. "School Administrator" changed to "Educational Leader"
 - 2. Charter members
 - 3. Definition of board makeup
 - 4. Wording in several places
 - 5. Board balance and the BIG 3 groups
 - 6. Rotation of the board's presidency
 - 7. Dues increase of \$25 in 2015-2016 and 2016-2017
- vi. Tricia Erickson is the 2014-2015 NDCEL President

6. Old Business

a. National Conference--Dave S

- i. Zone booth expenses have not been received from MN yet--will probably be \$250-350.
- ii. Discussion took place concerning future of exhibits for each state. The national committee will be discussing the future of booths also.
- iii. The Zone 7 Reception balance was \$2124.18. Audrey thanked Dave for all his hard work.
- iv. The 2015 National Conference will be in Long Beach, CA.
- v. Changes will take place for NAESP voting and nomination next year.
- vi. Dave gave information about the "Assistant Principal of the Year" award.
- vii. Dave S will be running for the Zone 7 director this upcoming year and would appreciate any help and support during the process. Audrey confirmed that the board is behind Dave 100% in his run for the position and will support him in any way. Discussion took place about how NDAESP can support Dave.

b. Region Rep Reports--Denise S., Shari B., Jean S., Vikki C

c. 2015 NDAESP Mid-Winter Update--Jean S., Lynn W.

- i. Bismarck has taken the lead on the conference
- ii. Conference lead team has met and committees have been formed.
- iii. Jason and Lynn are going to be posting meeting notes for future Mid-Winters to help with planning.
- iv. The 2015 conference will be at the Ramada and the theme is "Be a Game Changer". A tentative schedule is already in place. Regional meetings have been tentatively set for Thursday morning from 7:30-8:30.
- v. Starting in 2016, NDCEL will be helping plan the conference. The Ramkota is locked in for the 2016 Conference.

d. NDCEL/NDAESP Mid-Winter Responsibilities--Audrey F

- i. NDCEL--Vendors, Venue/Planning
- ii. NDCEL & NDAESP--Speakers, Theme, and Fiscal/Registration

e. Documentation of Midwinter Processes

- i. Discussed in "Old Business" Item C

7. New Business

a. New Administrators Breakout Session--Audrey F

- i. Chris B., Dave W., Tricia E., Dave H., Stacy M., and Audrey will be presenting on a panel
- ii. A motion was made by Tricia E. to reimburse Audrey for expenses for prices for new administrators. Vikki C seconded. Motion carried.

b. 2016 ND Mid-Winter Conference--Vikki C.

- i. Discussion has begun with region principals and possible themes are in the air.
- ii. Discussion took place about vendor/user working together for presentations

instead of just vendors.

iii. Lynn and Jason will forward all info. from this year's conference planning.

c. Paid Expenses to Nation Conference--Dave H.

i. Discussion took place on the bylaws section concerning paid expenses to national conferences.

ii. Lynn W. made the motion that NDAESP will pay the expenses for the Federal Relations Rep to attend the State Leaders' Conference and the National Conference. Tricia Seconded. Discussion took place. Lynn and Tricia withdrew their original motion. It was decided that Dave H., Tricia E., and Anna S. will rework the bylaws section on expenses paid and will present their draft at the executive meeting in October at NDCEL.

d. Future Meetings—Audrey F.

i. October 15, 2014--10:00 Bismarck

ii. February 4, 2015--10:00 Bismarck

iii. April, 2015--TBD

iv. July 2015--TBD

e. Zone 7 Reception Request for New Budget Line

i. Discussion took place and it was agreed that a new budget line for expenses/revenues for the Zone 7 reception should be created since ND will become the fiscal agent and it would help clean up the budget.

ii. Aimee and Mavis will take care of this item.

f. Awards Committee Bylaws

i. The following changes were suggested by Deb Follman and discussion took place.

a. NDP serve for 5 years with their last 2 years serving as a co-chairperson.

b. The committee would be made up of the past 5 NDPs and the current Vice-President

c. Suggested changes will be made to the general membership and will be added to the agenda in October.

g. NDAESP Core Principals

i. President Faul would like all members to look at the Core Principals before our October meeting.

7. Adjourn Meeting

a. President Faul called for adjournment of the meeting. Chris B. made the motion. Vikki C. seconded. Motion carried.

THESE MINUTES ARE UNOFFICIAL UNTIL THEY HAVE BEEN APPROVED AT THE NEXT EXECUTIVE BOARD MEETING, October 15, 2014, at 10:00 am.