

## **North Dakota Council of Educational Leaders**

121 E Rosser Ave  
Bismarck, ND 58501

Board of Directors Meeting  
July 23, 2014 – 8 am  
BSC Energy Center  
Bismarck, ND

### **MINUTES**

1. **Call to Order:** The meeting was called to order by President Erickson at 8 a.m. The following members were present: Chris Bastian, Tricia Erickson, Dave Wegner, Buster Langowski, Curt Pierce, Jack Maus, David Flowers, Scott Moum, Mark Andresen, Russ Ziegler, Chris Kittleson, Tonya Hunsakor, Mark Wagner, Jason Wiberg, Jesse Krieger, Jennifer Carlson, Executive Director Aimee Copas and NDASA observer John Gruenberg. President Erickson welcomed the new board members and had all board members introduce themselves.
2. **Reading and Approval of the Minutes:** Langowski/Wagner (MSC) to approve the minutes of June 18, 2014.
3. **Additions:** to be discussed under New Business
  - A. Personnel Policy Review
4. **Financial Reports:** The Executive Director reported there are bills and income still to be paid and/or received from the summer conference; a finalized report will be sent after those expenses and revenues come in. Flowers/Wiberg (MSC) to approve the financial reports.
5. **Business Update**
  - A. **Office Staffing:** Donna Mellmer has been hired as the event/conference coordinator. She is a recently retired teacher from Bismarck Public Schools; she will begin around August 1<sup>st</sup>. The position was kept as an hourly, part-time position since the work load will ebb and flow during the year; also this will allow these duties to be taken over by an associate director in the future if the need arises. The salary is capped at \$30,000/year.
  - B. **Building Remodel:** The storage room has been cleared out and is ready for the construction process which will begin within the next few weeks. Our computer tech will also wire the room for internet, etc.
  - C. **Office Security:** Received two bids—one from Electro Watchman (\$13,000+) and TS Security (\$4970). The TS Security bid includes a video system plus a key fob entry door system. Criminal activity in the area has increased and the executive director believes having a security system will help with sale of the building in the future. Pierce/Wiberg (MSC) to accept the bid from TS Security.
  - D. **Legislative Update:** The NDASA Focus Group has been meeting almost monthly; anticipating a very contentious legislative session; focus has been on the finance model (Picus-Odden). NDCEL has been asked to present to the Education Funding Committee

on the history of Picus in ND as well as give recommendations and what we think are the right drivers versus the wrong drivers of education. Standards based education also being discussed; the Executive Director has drafted a letter that will be sent to the legislators leaders with what we believe and why. Consensus was to go ahead with the letter. The Executive Director will send the Board a final version before sending it to the legislators.

- E. **Liaison Committee Report:** The committee met with State Superintendent Baesler yesterday. The discussion centered on standards, about her struggles with office staffing—finding good people to fill the vacancies at DPI, feeling pressured to make recertification regulations more rigorous.
- F. **New Admin Panels:** Just a reminder to the Board that the superintendent, secondary and elementary panel discussions during the DPI-NDCEL Annual Administrators Workshop begin at 1 p.m. today.

6. **New Business**

- A. **Constitution/Bylaw Review:** The Governance Committee met yesterday and made changes to the constitution and bylaws; some changes are just semantic while others deal with the mission of NDCEL. The Board discussed in length the proposed changes and made additional changes: discussion on dues (flat fee vs multiplier based on salary); organization (how to add new affiliates); representation (should voting rights of affiliates be determined by number of members). The proposed constitution and bylaw changes will be sent to all members at least 30 days prior to the October business meeting. NDCEL members vote on constitutional changes; the NDCEL Board votes on changes to the bylaws.
- B. **Board Terms:** At the last board meeting, the election of the president was inadvertently missed. Bastian nominated Tricia Erickson for president. Bastian/Wegner (MSC) that nominations cease and to declare Tricia Erickson as President.
- C. **Dues:** Maus/Moum (MSC) to increase the NDCEL full membership dues by \$25 for 2015-2016 and by \$25 for 2016-2017.
- D. **Personnel Policy Review:** During their meeting yesterday, the Governance Committee noticed that NDCEL is not currently following the policy regarding retirement contributions for employees. (IX. All full time employees shall participate in a defined contribution retirement plan as determined by the board of directors: Council to contribute the equivalent amount of the employee and employer contribution rate made to the Teachers' Fund for Retirement.) The Board discussed what precipitated the noncompliance (related to the upcoming retirement of an executive director) and why it should go back to policy (need to be competitive to retain/get good people). Wegner/Pierce (MSC) to follow the personnel policy on contributions to employees' retirement plans. The 2014-2015 budget will be adjusted accordingly.

7. **Constituent Association Issues:**

- A. **NDAESP** (Bastian, Erickson, Wegner): NAESP national conference held in Nashville in July; Sandra Day O'Connor was one of the speakers; ND had the most people participate in the service day event.

- B. **NDREAL** (Carlson): Having a retreat and reviewing strategic plan.
  - C. **NDCTEA** (Wagner): State conference being held August 11-13.
  - D. **NDIAAA** (Wiberg): Fall conference September 21-22 in Mandan.
  - E. **NDACS** (Langowski): Moving forward on hiring a Spelling Bee coordinator.
8. **Core Principle Review:** Suggestion to review the principles just once a year so it is not on the agenda every month; possibly at the summer board meeting. Hunsakor/Andresen (MSC) to update the Core Principles with the current language as changed in the constitution/bylaws.
9. **NDFEL Scholarship Winner:** FYI for the Board that Chris Larson, Secondary Principal from Milnor, was awarded the \$200 LAK scholarship.

Respectfully submitted,

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Aimee Copas, Executive Director