Regional Representative Responsibilities

1. Elected or appointed for two-year term. Can be elected/appointed for two consecutive terms.

2. Elections will be held in the spring of the year as listed below. Regional Reps will begin serving on the Executive Board as of July 1st of that year.

   ODD YEARS: Regions 1, 2, 5, 6
   EVEN YEARS: Regions 3, 4, 7, 8

3. Arrange two regional meetings each year. The first is to hold by November 15th. Awards criteria and nominations forms will be handed out at this meeting. Ensure that nominations are forwarded to the Awards Committee chairperson prior to each awards due dates. New members should be introduced. The second meeting should take place before the end of the school term. Agenda items should include the election of a new region rep upon the expiration of that person’s term. Funds are available through NDAESP for refreshments.

4. Invite the NDAESP President to a regional meeting.

5. Liaison between Executive Board and the region served. Attend all Executive Board meetings.


7. Regional representatives are encouraged to submit one article per year from their region to the Editor of “The Voice”.

8. Region Reps may be considered to attend one NAESP National Convention (paid for by NDAESP) during the first year of their second term. The following criteria must be met prior to consideration:

   • Conduct (2) regional meetings per year, provide meeting minutes to NDAESP for publication on the web site, and share the highlights of the meeting at the following Executive Board Meeting.
   
   • Attend 6 out of 8 NDAESP Executive Board Meetings going into their second term as a Regional Representative.
   
   • Provide documentation of the requirements to the NDAESP President prior to the fall executive board meeting at the beginning of their 2nd term in office.

   No more than two Region Representatives will be chosen in a given year. If there are more than two eligible, the others will be considered during the last year of their second term. Reimbursement will be based on current NDAESP protocols.

9. Provide an electronic summary to the State Editor of his/her experiences and responsibilities at the end of their term.

10. Assist the Nominating Committee in finding potential candidates.

11. Serve as a liaison between the Board and the Midwinter Planning Committee.