North Dakota Council of Educational Leaders
121 E Rosser Ave
Bismarck, ND 58501

Board of Directors Meeting Agenda
June 18, 2014 (Summer Conference)
8 a.m.
Ramstad Middle School
1215 36th Avenue NW – Room 107
Minot, ND

1. Call to order
2. Reading and approval of minutes
3. Additions to the agenda

5. Business Update
   a. Summer Conference
      i. Agenda overview
   b. Building Update
      i. Rejection of offer
      ii. Options
      iii. Current building
         1. Security
         2. Modest remodel
   c. Office Staffing
   d. Legislative update

   a. Budget Review/Approval
   b. Board structure
   c. Constitutional bi-law review
   d. Board Terms
   e. Board Elections
   f. 2014 Annual School Administrators’ Workshop (New Administrator Conference)
      i. Presentation at sessions

7. Core principle review
8. Constituent Association Issues
9. Adjournment for NDFEL Board Meeting & Larry A. Klundt Scholarship Selection, and Jerry Bartholomay Scholarship Criteria

Next Board Meeting – July 23, 9 am NDCEL office OR NECE Center on BSC campus if I can secure a room during Annual School Administrators’ Workshop.
Executive Director Commentary on Agenda Items

5. Business Update
   a. **Summer Conference:** Agenda is included. We have set record numbers for attendance at this conference. This is very exciting as we wanted to really raise the bar for PD at this conference to set the stage for the future and I believe we will see success.

   b. **Building Update:** Due to issues with the building that we were not aware of during walk through, the renovation of the building went from our initial projection of $300,000 to about $1.7 million. We, therefore, rejected that offer and are still investigating other options. Currently we do need to address a few items with our current building. Security on the building is becoming an increasing concern. I’ve received one bid from Electro Watchman for video cameras and a buzz entrance into the building. I am awaiting another bid. Further, to make the best use of our current building, we are planning a modest remodel in the lower level. We are removing the storage room that is to the left of the office in the lower level and plan to turn that into a second office. We will add a new entrance to that office and seal the wall between them. We will put on a fresh coat of paint and update it a bit. Angie Koppang has indicated she will help pay for these renovation costs in lieu of rent for the second office as Mike Heilman (new ND Director for AdvancEd) will be joining us.

   c. **Office Staffing:** The position for the Events Planner has been posted to our website and sent via email to our members. We will take applications through June 30 and will conduct interviews at that time.

   d. **Legislative Update:** NDASA Legislative Focus Group has met twice. Legislative activities are increasing and gaining momentum. The Piccus Report impacting school funding is of great concern to all. The meeting notes are posted on the NDASA website. The Principals have also gathered a legislative group to help and be available during session.

   a. **Budget Review/Approval:** The budget included in your materials is not reflective of a new building purchase. Since we operate on a modified accrual method, if that decision is made down the road, a new budget will need to be created to reflect those changes. Since the building process has been delayed, this may be a good time to look at modifying the dues structure. As you can see in the 3-year budget, the time is very close where we’ll need to do this.

   b. **Board Structure:** It has been requested by the NDASA, NDASSP, and the NDAESP that the NDCEL board do a review of the current umbrella board structure. We’ve grown significantly over the years and are now sitting with a board of 21 members. There is concern that we may be at a point where our ability to be nimble in the face of quickly evolving times may prove to be challenging.

   c. **Constitutional Bi-Law Review:** With the conversation of the board structure comes a natural question to have a comprehensive review of our bi-laws. This is a healthy activity to ensure that our constitution is meeting the needs of our membership. Any changes to board structure, rotation, voting rights, etc. would require a constitutional change. This change would need to be announced to the membership and go to a vote at the fall conference if the board decides to make any adjustments. Any changes to the bi-laws would need 30 day notice to the board of directors prior to a vote. (Hence, any recommendations could be voted on at our July 23 meeting.)

   d. **Board Terms:** Board terms expire as of June 30: Tonya Hunskor (NDASSP representative and Board President). …because she is president, Tonya will remain on our board as past president for one more year. Further she has served two 3-year terms and is not eligible to serve another consecutive term for NDASSP. Brad Rinas has served his term, he will be replaced by Duane Mueller. Sherry Houdek’s term as University Rep expires, she will remain to serve another term. Future vice president needs to be discussed. (Above bi-law review)

   e. **Board Elections:** Future Vice President needs to be discussed. Treasurer must be elected. (Electronic approval of expenditures will be utilized).

   f. **2014 Annual School Administrators’ Conference:** The conference is set for July 21-23. NDCEL has taken a leadership role in the planning and fiscal management of this conference, while still doing this in partnership with DPI. We have a great conference planned with graduate credit involved. Rachel’s Challenge will be a keynote speaker at the conference. As in the past, our NDCEL board will be engaged the afternoon of the 23rd in breakout sessions. Active participation in the panels is tremendously appreciated.