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:

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Aimee Copas - NDCEL</td>
<td>Anna Sell - Oakes</td>
<td>Chris Bastian - Casselton</td>
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<td>Deb Fallman - Devils Lake</td>
<td>Janis Gerding - Berthold</td>
<td>Jason Hornbacher - Bismarck</td>
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<td>Jenn Arlien - Minot</td>
<td>Jeremy Mehlhoff - Williston</td>
<td>Jerry Standifer - West Fargo</td>
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<td>John Alstad - Bismarck</td>
<td>Jon Dryburgh - Hillsboro</td>
<td>Kristin Mitchell - Rolla</td>
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<td>Nancy Kochmann - Kindred</td>
<td>Dan Girard - Ellendale</td>
<td>Shawn Oban - Bismarck</td>
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<td>Tim Schaefer - Tioga</td>
<td>Tonya Hunskor - Granville</td>
<td>Tracy Lecoe - Dickinson</td>
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<td>Russ Ziegler - NDCEL</td>
<td>Stacy Murschel - Beulah</td>
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1. **Call to Order** - Shawn Oban
   a. President Elect Oban called the meeting to order at 8:33 AM.

2. **Introductions** - Shawn Oban
   a. Everyone introduced themselves.

3. **Approval of Agenda** - Shawn Oban
   a. Jeremy Mehlhoff made a motion to approve the agenda. Jason Hornbacker seconded. Agenda approved.

4. **Secretary/Treasurer Report** - Jenn Arlien
5. **Reports and Discussion**

   a. **NAESP - John Alstad**

      i. Updated memberships were shared. There are 337 elementary principals in ND. However, only 225 are NDAESP members. NAESP membership is also down.

      ii. NAESP National Convention was held in July 2018. 13 administrators from ND attended. ND was well represented at the service day.

      iii. Zone 7 reception was hosted by Colorado. ND will host the reception in 2020 in Louisville, Kentucky.

      iv. July 10-12, 2019 National Conference is in Spokane, WA.

      v. National Leadership Conference is coming up in March 2019.

      vi. There is an officer position at the national level that is open for the middle level for 2019-2022. Application is due by November 1, 2018.

      vii. Leadership drive - how can we reach out to upcoming administrators? Discussion took place on creating a document to share with colleges regarding the benefits NDAESP membership offers.

   b. **Editor’s Report - Chris Bastian**

      i. The Voice for December will concentrate on awards. If you have any news or pictures please get it to Chris.

      ii. NDCEL Legislative assembly is on November 14, 2018.

      iii. ESPB approved elementary teachers who were previously qualified with a Title I credential to teach remedial reading/math. ESPB will work to update licenses for individuals who held an Elementary Title I Credential. Call ESPB if you have questions.

   c. **NDCEL - Tonya Hunskor**

      i. **NDCEL**

         1. ND Strategic Vision - NDCEL worked with Kristin Baesler to provide clarity on the vision statement and she answered questions NDCEL members had. NDCEL made a motion to only support the statement, “Vision of our students will graduate choice ready....”

         2. The number of calls is greatly increasing on legal rights. How can we handle the drastic increase in calls? Last year 83 legal calls were taken and this year NDCEL has taken 277 calls so far. School leaders are reporting they are not getting calls back from the School Board Association so administrators are calling NDCEL.
d. Federal Relations - Jason Hornbacher
   i. Title 4A is very flexible on how you can spend the funds.
   ii. No meetings have been set up for the National Leaders Conference because up of the upcoming election.
   iii. Title II and Title IV - How do we change the mindset on using the Title II funds for professional development rather than designating it to salaries?

e. Region Reports - Regional Representatives
   i. Each region representative shared what they have been doing at their region meetings.
      1. Region 1 - Tim Schaefer - Term 1.
         a. 12 members at their region meeting in September. Dr. LaFontaine spoke to principals on her new role. Lack of subs and Donors Choose was discussed. Upcoming book study for the spring.
      2. Region 2 - Janis Gerdig -
         a. Meeting is set for Nov. 7.
      3. Region 3 - Kristin Mitchell -
         a. Meeting is set for Nov. 5.
      4. Region 4 - Jon Dryburgh -
         a. 12-13 principals attended their first meeting. This region is planning for the upcoming midwinter conference. Themes for midwinter are: Wednesday - pretend you’re at the beach. Thursday - Relax - sweat day. Friday - School day.
      5. Region 5 - Jerry Standifer -
         a. Nov. 2 first meeting.
      6. Region 6 - Dan Gerrard -
         a. Nov. 2 first meeting.
      7. Region 7 - Haley Haugen -
         a. Have not met yet.
      8. Region 8 - Tracey Lecoe -
         a. Met Sept. 26. 4 members met. Possibly using Skype for future meetings because it is large area.

6. Old Business
   a. Region Meetings -
   b. NDCEL/NDAESP Dues Merger -
      i. How do we approach dues as an overall organization? When we renew our memberships you have to select boxes and some affiliates are not NDCEL members but yet they have a voting role on the board. How can we simply this process so when you become a member there are automatics? Sammy’s role will be designated to memberships. Amy
discussed creating a brochure to share with regional reps to inform members.

c. Finalization of By-Laws - Deb Follman
   i. Awards and the graph of members attending conferences has been moved to the appendix.
   ii. National Leaders Conference has an increase of $100 in fees.
   iii. Discussion took place on whether or not more than one regional rep can go to the national conference. A motion was made by Deb Follman to have the language changed in the by-laws to “at least one regional rep if eligible will attend the national conference and more can be eligible if the executive committee and budget allows.” Jerry Stadifer seconded. Motion carried.
   iv. Jason Hornbacher made a motion to have any board positions for the National Elementary Conference and Leadership Conference who are unable to attend can be filled at the discretion of the executive board. Seconded by Nancy Kochman. Motion carried.
   v. A motion was made by Deb Follman to remove appendices A and B (Awards Procedures and National Conference Guidelines) will be removed from the by-laws and named Administrative Rules to be placed in the last pages (but separate) of the by-laws. Anna Sells seconded. Motion carried.
   vi. A decision needs to be made in October if committee members are planning on attending a national conference. The average cost is $2,250 per person to attend a national conference.
   vii. National conferences should be a standing item on all NDAESP agendas.

7. Shared Membership -
   a. Do we share with general group on Thursday and then send out a link for members to vote? According to our previous minutes this should be voted on in October 2018.

8. New Business
   a. Discussion about SW Principals and NDAESP Regions -
      i. Align regions geographically so schools are in the same region. It gets very confusing for K-12 principals. Regions serve different roles in the midwinter conferences. Tonya Hunskor, Tracey Lecoe and Jeremy Mehlhoff agreed to join a sub committee to meet with Aimee Copas.
      ii. Discussion took place on considering the location of the midwinter conference. Aimee shared Bismarck typically has had better attendance. Should we send out a survey at midwinter conference?
b. National Conference -
   i. July 10-12, 2019 in Spokane, Washington. Motion was made by Jeremy Mehlhoff to allow the eligible regional rep and the secretary to attend the National Elementary Principal Conference. Seconded by Nancy Kochman. **Members going are:** Shawn Oban, Nancy Kochman, Jeremy Mehlhoff, John Alstad, Chris Bastian, Jason Hornbacher, Jenn Arlien, and John Dryburgh.
   
   ii. John Alstad made a motion if the budget allows that we select an additional regional rep to attend the conference. Tracey Lecoe seconded. Motion failed as a group.
   
   iii. Tonya Hunskor suggested we use the extra funding from our conference line to support the regional reps in their region meetings.


   d. NDCEL Representative Assembly on November 14, 2018 - Jon Dryburgh will go in Jason Hornbacher’s spot. Nancy Kochman will go in Tonya Hunskor’s spot.

   e. Awards - Anna Sell has only received 1 nomination for awards.

9. **Adjourn Meeting**
   a. Jon Dryburgh made the motion to adjourn. Anna Sell seconded. Motion carried.

THESE MINUTES ARE UNOFFICIAL UNTIL THEY HAVE BEEN APPROVED AT THE NEXT EXECUTIVE BOARD MEETING, WHICH WILL BE HELD February 6, 2019.