

Agenda

NDRA Summer Leadership Meeting – July 26th, 2016

NDRA Board Meeting

Legacy High School Bismarck

Agenda

Welcome and Introductions

Tara Jordan

- a. Present: Tara Jordan, Melessa Bosch, Chris Dettlaff, Dina Laskowski, Dawn Bodke, Brenda Seehafer, Cheryl Hagar, Julie Frank, Tina Pletan, Donna Marty, Gloria Jones, Trish Mohr, Becky Taylor, Greta Delparte and Laura Kelly

Secretary's Report

Chris Dettlaff

- Dina Laskowski motioned to approve the June Leadership meeting minutes. Cheryl Hagar seconded the motion. Motion was passed.

Executive Meeting Minutes July, 25-26, 2016

Chris Dettlaff

Treasurer's Report

Gloria Jones

The treasurer's report was reviewed and approved.

Business

1. State Dues (Council payment update)

Gloria Jones

- a) Dues for the 2016-2017 year are: \$30 members fee (\$20 to state, and \$10 to local), \$0 for student, retired teacher fee \$20 (\$10 to state, and \$10 to local), and para professional fee \$20 (\$10 to state, and \$10 to local).

- b) Julie Frank made a motion for NDRA to settle the membership fees for any council who submitted by the due date June 30th, 2016. Melessa Bosch second that motion. Motion was passed.

2. Budget for 2016-2017

Gloria Jones

The treasurer reviewed our current investments and their value. A new budget was presented for the 2016-2017 year.

Dina Laskowski made a motion to approve the budget. Brenda Seehafer seconded the motion. Motion was passed.

3. Website/Technology

Becky Taylor/Dawn Bodtke

- a. Membership chairs of local councils need to make sure they are approving membership of new members so they know who has paid and who hasn't. This way they know who they need to collect from and who has already paid. Becky will transfer more money from PayPal at the beginning of August. Local councils can still take hard copy forms for registration. Is there away the membership person can get emails when someone from their council registers? Instead of Becky getting all the emails.

- b. Social Media Editor- slowly figuring out all the bells and whistles of our website! When Dawn has looked at the membership, it looks like people have already started signing up, which is encouraging! Working on putting the NDRA logo on our website.
- c. Discussion was held to add Dawn Bodtke's name added to the officers on the website.

4. VRC Conference

Kristen Scholand/VRC

- a. Thursday night we will be having registration and entertainment from 6:30-8:30 with snacks and a cash bar. This is tentatively set to be held at the Bluestem Amphitheater, however this could change as we have heard varying costs. I have contacted FPS to see if we can get a deal since it is associated with an FPS event. The entertainment that night will be the Linebenders.
- b. Friday's conference will be held at Davies High School. We have contracts with all of the speakers and authors. Session proposals are still coming in and it looks like we will have a good variety of topics presented on. Friday's lunch will be provided by a variety of different food trucks! You will get a ticket with your registration and you will turn that into the food truck of your choice in exchange for lunch. Some of the trucks that will be there are a Taco Shop, two pizza trucks, and a pulled pork truck. Friday night's banquet will be held at the Baymont Inn and Suites from 5-8:30. Gary Schmidt will be the keynote speaker. There will be a buffet served and a cash bar. We will be doing the council awards that evening.
- c. Saturday morning's speakers will also be at the Baymont. We will be serving a breakfast buffet. The keynote speakers for Saturday will be Jarrett Krosoczka and Derek Anderson. We will be honoring the Young Writer winners at this breakfast.
- d. Donna James has gotten the library credit approved.
- e. Registration opens on August 22.
- f. Discussion was held on other budget items for the fall conference.
- g. The Baymont Hotel will give one free room for every 15 rooms booked,
- h. We have around 40 retired teachers that will help out and do book sales, a student club from Davies High and our district's IT will be there.
- i. The silent auction will have a variety of baskets. They are going to sell tickets.

5. Award of Excellence

Gloria Jones

- This award will be due sometime around the beginning of January.

6. ILA Conference - July 7-11

Jordan/Bosch

- a. Poetry Slam- 6 Word Poetry Idea
- b. Scholastic Reception and Breakfast (Use these ideas for the upcoming state conference). The Authors told their favorite teacher story.

7. ILA Orlando July 15th - 17th

Jordan/Bosch

- a. ILA has many changes in store for us for the upcoming year. We feel it is very important for as many board members as possible to attend ILA so we can hear

these changes. Travel grant possibly be used to send an additional board member to ILA training next summer.

- b. One change is ILA will require the NDRA treasurer to be a signature on every local council bank account. This would assure if a council closes that the state could gain access to their funds.
- c. ILA suggested to have at large members. These do not have to be teachers. ILA suggested to add a CPA, City Librarian, parents who are passionate about literacy, Rotary member, or business men and women. NDRA might consider to offer a stipend to this person. They also suggested having an Executive Director. (this is a minimal payment and only if necessary).
- d. NDRA will need to decide if we want to stay with ILA or pull away from ILA in 2018. (There will be three options that we will need to consider)
- e. ILA talked about IRS issues, we all fall under ILA for Tax Exempt 501 c 3, the EIN # is for banking issues. If we would ever change our name we would have to contact ILA and would also need to get a new EIN #.
- f. Everyone listed in the bylaws are legally responsible.
- g. By-Laws need to be revised every 4-6 years. You do not need to revisit them every year.
- h. ILA suggested that we have a CPA audit our books every 2-3 years.
- i. ILA suggested that we stop worrying about getting new members. They suggested that we start putting our thinking into what we are doing for our members. If we provide great things members will come.
 - 1. Host a Spring Tea
 - 2. Bookfest
 - 3. Reading Festival
 - 4. State-wide Book Study for credit
 - 5. Offer Parents and Reading nights
 - 6. Family Expo
 - 7. Kwame Alexander Page-to-Stage Writing Workshop
- j. Get new brand new teachers to join, as past members are getting older and new teachers are not joining.
- k. Meeting effectiveness was discussed, ILA suggested consent agendas so that most of the items could be read ahead of time. This allows more time for real work to be done during meetings.

8. NDRA Elections Update

Tara Jordan

- a. We are still in need of Treasurer
- b. International Projects needs to be filled

9. Upcoming Board Meeting Dates

Tara Jordan

- a. October 1st, 2016 - After the conference in Fargo
- b. January 28th, 2017 - Minot
- c. April 1st, 2017 - Bismarck

10. State Wide Book Study

Tara Jordan

- a. While in Boston, Melessa Bosch and Tara Jordan visited with Clark from Iowa and gained some ideas on how to carry out a state-wide book study. They chose an author for the upcoming state conference and hosted a book study based on that author's book. This way participants can read the book and then be able to see and hear the author at the upcoming conference. "Members Only" can join the book study. One graduate credit would be available. The requirement they had was to have at least 3 people at each school participate. Lisa Borden-King from Minot State University is willing to help us out and feels she has some more time on her hands now to help support NDRA. Amplify: Digital Teaching and Learning in the K-6 Classroom by Katie Muhtar and Kristin Ziemk might be an option for K-6. Melessa Bosch said she would set this up.

11. Other

- a. Ways to gain funds

Officer and Committee Reports

President 2016-2017

Tara Jordan

I would like to thank each and every one for all of their hard work and dedication to literacy. We are all taking time away from our families to benefit literacy for our state.

Make sure all council leaders are aware of the importance of attending state meetings. Consider drafting a letter to all council leaders explaining the importance of having someone from each council attend so we have representation from all councils.

The survey seems to be working successfully for meeting RSVP. This invite we had 24 people respond. Thank you to all that took the survey.

In efforts to speed up meeting length times and also help our secretary we are going to try and have as much information in the meeting agenda as possible. This was suggested to Brenda and I in Tampa at the leadership meeting a few years ago as well as touched on again at ILA in Boston.

President-Elect

Melessa Bosch

- Melessa is creating a letter for board members to send out to see if we can receive sponsorships. She will attach an envelope with return address and stamp.

Vice-President (NDRA Merit Award)

Julie Frank

- Discussion was held about the different venues and the pricing for state conference Bismarck in 2018.
- The Prairie reader signup sheet and website signup sheet was sent around to local councils.

State Coordinator

Gloria Jones

- Local treasurer's need to file their 990's by November.

Legislative & Advocacy

All Members

Director of Membership Development

Cheryl Hagar

- Discussion was held on the paper copy of membership forms.

Student Membership

Chris McCoy

Prairie Reader Editor**Alyssa Gilbertson**

- Discussion was held about what dates for book reviews to be due. We decided on the following dates: October 15, 2016, January 15, 2017, and April 15th, 2017
- Determine which councils will submit book reviews. (If you'd like to continue with this.)
 1. Children's
 2. Young Adult
 3. Professional

Historian**Becky Taylor**

- Working on still getting the documents scanned and saved. I will give someone the other flash when all done.

Web Master**Becky Taylor**

Covered in agenda

Social Media Editor**Dawn Bodke**

Covered in agenda

International Projects

- We are still looking for someone to fill this position.

Conference Planning Committee**Hinman/Seehafer**

- Discussion was held about contacting Joyce Hinman and seeing if she is still willing to serve on the committee.

Intellectual Freedom**Joyce Hinman****Exemplary Reading Program****Dina Laskowski****Celebrate Literacy Award****Dina Laskowski**

- The award winners get their banquet at the state conference paid for by NDRA. If award winners are going, they need to write a line saying paid by NDRA or NDRA can reimburse them.

Program Development**All Councils****Long Range Planning****Brenda Seehafer**

The main goals are to keep using the new website for more and more things, as we learn how to do this. We would like all membership to be done through this. We are adding new membership categories this year of retired and paraprofessional.

We also want to work together as a state and plan our first ever state conference for 2018 using input and help from all of our councils

Nominations Committee**Brenda Seehafer**

We will need a state Vice-President in the spring. If you have any names, please let me know.

Studies and Research**All Councils****Young Writers Project****Donna Marty**

- The theme for this year's Young Writers Project is Fabulous Folktales, From Appleseed to Zeus and everything in between.

Literacy Leadership/Travel Grant**Melessa Bosch**

- The literacy travel grant is on the NDRA website.

Family Literacy**All Councils**

Reading Council Reports

o **Badlands:**

- o BRC Council Meetings: NEW TIME - 4:30-6:00 * October 10th (Prairie Rose) - Membership Renewal / Young Writers Project (Present award to Averie Wax and have her read her piece) / Bibs for Babies * January 16th (At Dickinson Public Library) – Imagination Library / Pediatric / Early Childhood * April 10th (At Dickinson Public Library) –Professionals, well-known community members, students, etc. share favorite books and create a “Buzz for Books”. * Author Visit (make-up session – unsure of a date at this time) * Two Book Studies dates to be determined. * Credit will be offered through Dickinson State University.

o **Chautauqua:**

- o Chautauqua is planning our Sept. meeting at Donna Marty’s house (date to be determined). We are going to bring a book and a lesson plan to share; these will be taken back to our classrooms and put in a substitute teacher folder/tub. Our Thursday, October 27th meeting will be held at Turtle Mountain Community College with Kristie Dionne being our host; we are hoping that some of our student members can join us for this evening meeting. Each member is to bring their “Top 5” ideas, tips, etc. that you can’t do without in teaching to share with our student members. Our April meeting will be held on a Wednesday, either April 19th or 26th, in Rugby at the Coffee Cottage. We are going to spend our winter months all reading the same book for “Teachers as Readers”. Then in April we will discuss the book. Some possibilities for books are “Teach Like a Pirate”, “The Book Whisperer”etc. We will then have a planning meeting in Rugby in May. We are not offering anything for credit.

o **LARC:**

- LARC is having a community event Little Red School Bus Program. We are also going to do Teachers as Readers book club, DYI – Do it yourself Literacy, every month a different theme and some virtual events.

o **NCRC:**

- o NCRC is planning their annual Literacy Lane event. The event will be held on the evening of Sept. 1st. Motivating, nationally known speaker, Jim Harris, will return to address our membership September 26th. Reading Connections dates are set and speakers and presenters are being confirmed. We will hold Reading Carousels, EdCamp, Parade of Classrooms, a Story stroll through Oak Park, and other fun activities in addition to Literacy Lane. Our members can earn a continuing ed credit for participating in these events. We look forward to some new service projects this year and a FUN, complimentary event for our membership this spring. In addition, we are offering the annual book club in the spring for credit, too. It is our intention to send 2-3 officers to ILA in Orlando in 2017. Membership drive is beginning and we hope to celebrate an increase in

membership this year. Finally, we will offer our membership an opportunity to apply for a grant to be used to support literacy in their classrooms.

o **Prairie:**

- o PRC council plans for 2016-17 Brochure draft is on the website already. We are focusing on agriculture this year with the Herd theme of conference. We will start with a kick off at the Fort where part of the bison herd is kept. Our second will be focused on harvest season with harvesting new ideas to use picture books. We again will be offering credit through VCSU with a book study focused this year on STEAM topic. We will have an author coming in during the spring and then end up with a reader round up around the time when new livestock is born in the spring. We will be at the mall having a read-in. We haven't completely nailed everything down but this is the start.

o **SCRC:**

- o SCRC is excited to announce that we have three new board members joining us this year. Tara Heydt will be our Vice-President, Greta Delpart is the new membership chair and Susan Mock will be secretary. SCRC is planning an exciting year for members. Our theme will be "Connecting Science and Literacy". To kick-off our year we will have our membership night at Papa's Pumpkin Patch. Members can bring their children. We will showcase non-fiction books tied to science lessons focusing on life science. In November we will sponsor a training on the resource "Picture Perfect Science" which is a teacher resource that ties literature books to science inquiry units. Kelly Boswell will join us in early March to share ideas on non-fiction writing in science. SCRC will also partner with the Gateway to Science Center to have a family reading and science night. We will showcase non-fiction books that connect with the science displays, along with lessons that teachers can apply in their classrooms.

o **VRC:**

- o VRC is planning our first board meeting in August at a location yet to be determined. We have a new Vice President: Jennifer Wicklow. We plan on asking principals to give us 5 minutes at their Back to School meeting on August 22 to talk about what VRC is and then have a membership sign up. We will again be offering a credit through NDSU for 15 hours of participation in various events. Along with this we will again pair up with Zandbroz Variety to have Teacher As Readers. Our members will also have the opportunity to apply for a grant to be used to support literacy. It is our plan to send at least 2 of our board members to ILA in 2017.

- **Laura Kelly made a motion to end the Leadership meeting. Donna Marty made a second motion. Motion was passed.**