

NDRA Leadership Meeting - October 1st, 2016

NDRA Board Meeting

Baymont Inn, Fargo

Immediately following the Conference

Estimated Meeting Start time 12:10 PM

Agenda

Welcome and Introductions/Norms

Tara Jordan

Present: Chris Dettlaff, Gloria Jones, Tara Jordan, Cheryl Hagar, Brenda Seehafer, Melessa Bosch, Kristen Scholand, Melanie Unser, Donna Marty, Becky Taylor, Jessica Hochgraber, and Jill Hochgraber

- Stay on track - stay on topic
- Distribute agendas ahead of time
- Reach a resolution or bring to next meeting
- Voice your opinion in the meeting respectfully
- Be engaged in the meetings - no side talk - web surfing - silence phones, etc

Secretary's Report

Chris Dettlaff

- Gloria Jones motioned to approve the July Leadership meeting minutes. Becky Taylor made a second motion. Motion was passed.

Executive Meeting Minutes

Chris Dettlaff

Treasurer's Report

Gloria Jones

The Treasurer's report was presented.

- We have \$34,093.71 in our checking account, \$23,804 in our investments, and about \$11,000 to pull from PayPal. We would need 750 regular members to make our budgeted amount for membership. We had \$4,000 to start the year in our PayPal account.
- Melessa Bosch made a motion to approve the treasurer's report and Donna Marty seconded the motion. Motion was passed.

Business

1. VRC Conference

Kristen Scholand/Melanie Unser

- There were about 25 people who came to Thursday night's event. The facilities that the conference were held in were very accommodating. Everyone helping out were very friendly and helpful when trying to find rooms or anything else. There were lots of positive things said about the conference.
- One of the downsides was that they didn't receive many donations. Stanford gave \$1500 and Sam's gave them \$1,000 and Fargo Public Schools gave \$85 a person if you were taking it for credit.
- Once suggestion, is that we shouldn't have membership sign up linked to the conference sign up. There was a lot of confusion with people thinking they had signed up for the conference and they only signed up only for membership. Can we do a mock trial with Wild apricot to try and sign people up?
- Everyone loved the snacks
- There were about 124 people out of district who attended the conference and around 900 people attended on Friday. There were 236 people who RSVP for Saturday.
- One suggestion is to have the authors sign throughout the day instead of only at the end of the day.

2. State Dues (Council payment update)

Gloria Jones

- The due date for submitting your 990 (taxes) is Tuesday November 15th, 2016
- The due date for submitting the honor council, and Award of Excellence is Thursday December 15th, 2016.

3. Membership

Cheryl Hagar

- If we could have the membership chairs go in on a weekly bases to check and see if anyone needs to be approved from their council.
- Suggestion made for Cheryl Hagar, Becky Taylor, and Gloria Jones to establish a date for the membership that is pending and create a flow chart.
- The membership chairs are saying that the process through the website is going better this year.
- There are 558 NDRA members so far this year.

4. Website/Technology

Becky Taylor/Dawn Bodtke

- The newsletter can be sent out through the website.
- October 15th is the deadline for submission of articles for the Prairie Reader.
- Still working on where everything needs to be.

5. ILA Coordinator Updates

Gloria Jones

- Looking for a replacement for Coordinator this next year

6. Award of Excellence

Gloria Jones

- The past president Brenda Seehafer is submitting this award and it is due December 15th.

7. ILA Council Transition Update

Jordan/Bosch

- Handout on what to expect in the upcoming year. We may need to have a conference call with our rep from ILA this spring so we are more informed.
- The Future of ILA Councils: There are three options we need to consider. Options: 1: Total affiliation, Option 2: Partial Affiliation, Option 3: No Affiliation.

8. 50th Anniversary

Brenda Seehafer

- Tina Pletan from SCRC said that Mandan won't commit to the conference at this time until their calendar committee meets in Nov.-Dec. They won't say what presenter they want until they know if they can come.
- Kristen Zeimke is checking her schedule. She hasn't committed to a contract yet but is excited to come. Bismarck would sponsor her.
- Pearson might be able to sponsor Kelly Gallagher if his schedule allows. (Could Mandan sponsor Penny Kittle and they could present together?) They might also have access to Donald Bear (Words Their Ways) (Word Study). Mike Limmer from Pearson will get back to Tina.
- Is someone reserving the Radisson or does Bismarck need to do this? Julie Frank is looking to reserve the Radisson for the conference.
- Tina will contact Custom Ed and Pioneer Valley Books to see if they would sponsor a snack.
- If Bismarck pays for a Heineman author like Kristen Zeimke they may sponsor a snack.
- If we need other presenters, Kathy Collins would be an author to target the Early Childhood audience? Kinder Association Partnership?
- Mary Howard could also be another possibility for the Spec Ed/Interv. Audience.
- If we need more large spaces, Sunrise Elementary is less than a mile from Legacy High.

- Hold a google hangout in October/November -Monday Oct. 17th at 4 PM
- We have The Vault and 1603 for the conference.
- The first evening we have thought of having a book crawl (books that were published 50 years ago), they need to find the books and find the clues in the books. We thought of doing this instead of the ND authors.
- We thought of making t-shirts with different book quotes. Basic black with gold script across it.
- Here is a list of possible speakers for the conference:
 - a. Jan Richardson coming on Thursday during the day and it would be a pre-conference institute and people would pay extra for it.
 - b. Petty Kettle and the guy who she usually speaks with.
 - c. Mary Howard
 - d. Christopher Leme
 - e. Melessa might be able to get a speaker sponsored by Humanities if they can speak on Justice.
- The NDRA conference committee will use the NDRA website to practice registering for a mock conference
- Here is a list of who was going to contact people for speakers:
 - Speaker 1- Tina
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 - ND United – Brenda
 - ND DPI – Cheryl
 - Humanities – Dina
 - Mandan – possible speaker
 - ILA – NCRC
 - HMH Scholastic – Cheryl
 - State Rotary – Dina
 - NDRA board is in charge of getting speakers
 - NCRC- HESS and Hores Mann
 - SCRC – Bank of North Dakota- Chris
- Here is a mapped out schedule we discussed having for the conference:
 - Thursday April 26th, 2018 (2 hours for credit)
 - Registration 6:30-9:00 PM
 - Friday April 27th, 2018 (10 hours for credit)
 - 8:00-9:30: *General Session*
 - 9:30-9:50: *Break/Exhibits/Vendors*
 - 10:00-11:30: *Break out speakers*
 - *Main speaker- 1
 - *Main speaker- 2
 - *Main speaker- 3
 - 11:30-1:00: *Lunch and Exhibits*

-1:00-2:30: Break out speakers

**Main speaker- 1*

**Main speaker- 2*

**Main speaker- 3*

-2:30-2:50: Break/Exhibits

-3:00-4:30: Break out speakers

**Main speaker- 1*

**Main speaker- 2*

**Main speaker- 3*

-4:30-5:00: Exhibits

-6:00-9:00: Banquet

o Saturday April 27th, 2018 (3 hours for credit)

-7:00 AM - 5K walk/run

-9:00-12:00: Brunch and speaker have at the Radisson

9. Upcoming Board Meeting Dates

Tara Jordan

- The Executive Board meeting is Friday January 27th at 6:00 PM and the Leadership board meeting is Saturday January 28th 9:00 am conference planning, and 10:30 am full board in Minot at The Sleep Inn.
- Saturday April 1st in Bismarck

10. Other

- At our next board meeting we will revisit the NDRA payment grid.
- Discussion was held about if a person has to travel for a meeting that NDRA will provide them with a motel room the night prior to attend the meeting based on two board members per room. A decision will be made at our next meeting.
- When you send out agenda, remind everyone to read the minutes from the past minutes and at the current meeting we ask if there are any changes.
- Discussion on updating website and keeping it current.

Officer and Committee Reports

President 2016-2017

Tara Jordan

President-Elect

Melessa Bosch

- President Elect - No applicants as of yet, but several people interested in applying. Working with Christopher Lehman's assistant to secure him for 50th anniversary conference.

Vice-President (NDRA Merit Award)

Julie Frank

- Julie is going to check dates within the documents and let councils know what they have done and need to get done.
- Have Julie remind councils when articles are due for the Prairie reader.

State Coordinator

Gloria Jones

Legislative & Advocacy

All Members

Director of Membership Development

Cheryl Hagar

Student Membership

Chris McCoy

- We have 48 student members. This was updated in Oct.

Prairie Reader Editor

Alyssa Gilbertson

- The deadline for the next meeting is Oct. 15th.

Historian

Becky Taylor

- Becky is still working on getting things scanned.

Web Master

Becky Taylor

- As Webpage person, things seem to be going better. Our PayPal account is very healthy right now. There have been a couple glitches that we are working on correcting when we figure out why they are happening. I think this year has gone better from my side.

Social Media Editor

Dawn Bodke

- Updates have been added to the website regarding the State Conference. Please encourage your membership chairs to enter information of members who have paid by check. Getting many messages from people not receiving emails, and it is because they are NOT entered in the website!

International Projects

- Valley will bring this motion to their board and see if anyone is interested.

Conference Planning Committee

Hinman/Seehafer

- Next meeting is Oct. 17th at 4PM and we are doing a google hangout.

Intellectual Freedom

Joyce Hinman

- Tara will touch base with Joyce Hinman

Exemplary Reading Program

Dina Laskowski

Celebrate Literacy Award

Dina Laskowski

- Awards were presented to the winners. Four out of the six winners were there.

Program Development

All Councils

Long Range Planning

Brenda Seehafer

Nominations Committee

Brenda Seehafer

- Nominations Committee, We will need a state Vice-President in the spring of 2017. If you would like to take this office or have any names, please let me know. Long Range Planning, Our priority is to keep using the new website for more things, as we learn the process and how it works. We would eventually like all membership to be done through the website. We are hoping to attract more members by having added the paraprofessional and retired membership categories. We continue planning for the first ever state conference in 2018 and having all of our councils work together to plan and prepare for this. We are hoping to have more state officers attend the 2017 ILA Conference/ training to help prepare for the changes coming from International.

Studies and Research

All Councils

Young Writers Project

Donna Marty

- Awards were handed out to last year winners at the NDRA conference.
- Donna mentioned that we had no High School entries.

Literacy Leadership/Travel Grant

Melessa B

Family Literacy

All Councils

Reading Council Reports

- **Badlands:**
 - Badlands is worried that they will not be a council next year. As of October they only have 6 members.
- **Chautauqua:**
 - Chautauqua, The Chautauqua Reading Council has been busy preparing for the Silent Auction at the NDRA Conference. We have many baskets and some gift cards to be on the auction. We are doing the auction by selling tickets for \$1 each and you can put your ticket in for whatever prize you would like. We had our kick-off meeting on September 14th at Donna Marty's house. We shared lesson plans for books; this was done in order to have some substitute plans for books that we might have in our classrooms. Several copies of the book "The Bear Ate Your Sandwich" were given away as door prizes, as this is the Jumpstart book to be read by everyone on October 27th. Our next meeting will be on October 27th at Turtle Mountain Community College, and we are hoping to have some student members join us for that meeting. We are working on our membership drive.
- **LARC:**
 - LARC hosted a "Celebration of Literacy" event on September 14th. We recognized the "Little Red Reading Bus" for their contributions to the literacy community in Grand Forks. We are also doing a Teachers as Readers book study over the next three months and will host another book study in the spring.
- **NCRC:**
 - NCRC's Reading Connections class is under way. A Parade of Classrooms at the new school and the new additions to some of the rooms went well. Teachers were able to see and gain new ideas for their literacy classrooms. A Reading Carousel was held and teachers heard speakers about Poverty and how it affects the literacy classroom, integrating math in the literacy classroom, assessments in the literacy classroom and an information session on the NCRC Literacy grant application process. A night out with other teachers and professionals was held at one of our schools featuring a nationally known motivational speaker, Jim Harris. This was well received and our membership gained a lot of ideas for

manage stress in the classroom and daily life. Attendees left feeling uplifted and ready to implement these new strategies immediately. Coming up we will hold an EdCamp in October and our final Reading Connections Reading Carousel. This winter we look forward to holding an appreciation event for our membership, as well as a few service projects that are in the works. In the spring we look forward to our book club and a new book study, as well as several other events.

- **Prairie:**

- PRC had one of the biggest meetings in year to kick off our year. We meet at the Fort in Jamestown. For those of you not familiar that is next to the Big Buffalo and they serve some of the best burgers in town. We talked about our projects and things that are coming in the year to come. We also had lots of new fresh faces which made many happy.

- **SCRC:**

- South Central Reading Council- 126 members registered (and more joining). Kickoff Night- Literacy/Family Night at Papa's Pumpkin Patch. 90 members attended, 200 in attendance with family members. SCRC Vice-President held a Halloween Story time for all children at the Pumpkin Patch that evening.

- **VRC:**

- Derek Anderson might come back to present to their council. Working with the Bluesteam to have events. Offering another credit.