

**MINUTES**  
**North Dakota Teacher Center Network (NDTCN)**  
**December 9, 2008**  
**9-11 a.m. CST**  
**IVN**

**Participants**

Teacher center directors in attendance were NDTCN President Marty Odermann-Gardner, NDTCN Vice President Deb Sisco, Mary Geffre, Valeria Becker, Darlene Schwarz, Sandra Schilke and Sandy Zahn. Advisory Board members Valerie Fischer, Elizabeth Miller, Beverly Sandness and Glenda Fauske attended, along with Dana Schaar of Clearwater Communications.

**Welcome & Call to Order**

President Odermann-Gardner called the meeting to order at 9 a.m. Introductions were made.

**Approval of Minutes**

Geffre moved to approve the minutes of the Oct. 22, 2008, meeting. Sisco seconded the motion, and it passed.

**Business Items**

**ND Commission on Education Improvement**

There was no report on the commission.

**Legislative Discussion**

There was discussion about the booklet designed for distribution to the Senate and House appropriations committees as follows:

- Fischer said the booklet included useful information that will be helpful for a majority of legislators who are not aware of NDTCN services.
- Fischer noted that the Governor's budget did not include the entire increase in funding requested by the NDTCN. She said the NDTCN should still ask the legislature for the original request, but it will be necessary to defend the NDTCN position.
- There was discussion about including two years of data in the booklet. It was determined that Odermann-Gardner will discuss current year-to-date numbers in her verbal testimony, rather than include a half-year of statistics in the booklet.
- The following corrections will be made to the booklet:
  - Replace page 17 with the SEEC letter (the same letter is included on pages 15 and 17).
  - Change the titles of Sisco and Geffre to coordinator instead of director.
  - Add newsletter to the Bismarck and West River bullets.
  - Include new bullets for the Grand Forks section (to be provided by Becker).
- Sisco asked Schaar to check on the Minot support letters – she thought there should be three included in the booklet instead of two.

After discussion, there were no changes for the legislative flyer, which will be distributed to all legislators along with the president's letter and brochure.

Sandness moved to approve the booklet with the changes outlined above and the flyer as presented. Sisco seconded the motion, and it passed.

The updated brochure was reviewed, and the following changes to contact information will be made:

- Change Mayville center name as follows – “teaching” to “teacher.”
- Delete “learning” from Williston center name.
- Add Mayville website.

Schwarz moved to approve the brochure with the changes outlined above. Sandness seconded the motion, and it passed.

Zahn moved to print 50 copies of the booklet (saddle stitch and three-hole punch). Becker seconded the motion, and it passed.

Schilke moved to print 200 flyers, 200 letters and 750 brochures. Sandness seconded the motion, and it passed. Schaar will send 300 new brochures to Sandness.

Schaar reported that the Clearwater fee for designing the booklet and flyer will be close to the \$1,000 approved at the October meeting. Odermann-Gardner said that, if the Clearwater fee is higher than \$1,000, the invoice will be approved by the directors via e-mail.

### **Financial Report**

Sisco moved to approve the financials as presented. Zahn seconded the motion, and it passed.

There was discussion about the marketing funds and the administrative funds from the DPI allocation that the NDTCN used to use for network expenses. Sisco requested that Warmoth prepare a breakdown of NDTCN expenses for review at the May meeting (Clearwater expenses, director travel, meeting expenses, etc.).

### **Advisory Board**

There was discussion about finding a replacement for Rep. Ole Aarsvold on the Advisory Board. Fauske said Rep. Bob Martinson has been supportive of the ND Forest Service and would likely also be supportive of the NDTCN. She will contact Martinson about joining the Advisory Board and get back to the network by the end of the week. Rep. Kathy Hawken, who was a past director of the Fargo teacher center, was also discussed as a possibility. Sisco reported that she had met with Rep. Matthew Klein, and he was not interested.

### **Legislative Strategy Discussion**

Fischer explained that it is critical for all directors to make contact with their local legislators and to reach out to their policy boards and members (teachers, superintendents, etc.) to make contact with legislators as well.

After discussion, the following strategy was identified:

- December: Each director will send a letter to every legislator in her region. Schaar will prepare a list of legislators for each director to contact. The letter will be a modified version of the president's letter with additional information specific to the center's own services and partners.
- Early January: Schaar will distribute the two-page flyer, president's letter and brochure to all legislators (she will ask Sen. Robinson and the new Advisory Board representative to sign off on the letters so they may be placed on legislators' desks at the Capitol).
- During session (starts Jan. 6): Each director should reach out to legislators in her region through invitations to open houses, phone calls, attendance at legislator forums, etc. Directors should also ask their supporters (teachers, superintendents, partners, policy board members, etc.) to make contact with legislators. Fischer also said it is important for directors to stay in contact with REA coordinators regarding budget and other issues.
- House and Senate committee hearings: Odermann-Gardner will distribute the booklet to the appropriations committees when she testifies. She said that it is not necessary for other directors to testify as legislators don't favor long lines of people testifying about the same topic.
- House and Senate floor vote on bill: Each director will send an e-mail to every legislator in her region prior to the votes asking for support (short e-mail is all that is necessary). Fischer will inform the network when the bill is on the floor.

### **ND Game & Fish Partnership**

The discussion was tabled until May.

## **Other Reports**

### **HIV/AIDS Funding**

Fischer reported that DPI has received another CDC AIDS prevention grant. The majority of the grant funding (\$31,500) is for centers to host workshops. Fischer said there are three months left on the contract (March through February), and the following centers still need to host training: Lake Region, Minot, Wahpeton and Williston. She also said there is still money left for other centers that want to hold additional trainings. Fischer reminded directors to submit paperwork for training reimbursement if they haven't already done so. There will be a new HIV/AIDS cadre training in fall 2009 with new curriculum. All center directors are expected to attend. Fischer introduced Elizabeth Miller as the new HIV/AIDS coordinator.

### **ESPB**

Sandness reported ESPB is working to get the teacher application online. She said the biggest issue right now is not enough substitute teachers and discussed the options ESPB is implementing to help alleviate the problem.

Sandness said that ESPB sends out the NDTCN brochure with new and re-entry licenses and suggested that ESPB activities should be reflected as in-kind support in the annual report. Odermann-Gardner said that network funds have not been included in previous annual reports and that this topic will be discussed at the May meeting. She expressed the NDTCN's appreciation for ESPB assistance.

There was also discussion of online learning for teachers and the issue of some teachers going outside the state for education.

### **New Center Director Training**

The new directors did not express a need for additional training at this time.

### **Other**

Fauske said there will be a Project Learning Tree (PLT) facilitator training in February at the International Peace Garden and that she is also interested in bringing PLT workshops to the centers. She mentioned that ND Game & Fish is no longer delivering Project Wild to teachers. She reported that there may be additional possibilities for environmental education in the schools in the future (through the work of a "No Child Left Inside" coalition).

### **Adjournment**

Sandness moved to adjourn the meeting at 10:45 a.m. Geffre seconded the motion, and it passed.