North Dakota Teacher Center Network

2014–2015 Annual Report

Published October 2015
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Mission Statement

The mission of the North Dakota Teacher Center Network (NDTCN) is to assist practicing teachers, education students and other educational personnel in professional knowledge and skill development to improve the learning of students.

Goals

1. Deliver professional development based on research and best practices.
2. Facilitate joint projects and exchange of services between K-12 schools, REAs, state and federal agencies, and institutions of higher education for professional development of practicing teachers, education students and other educational personnel.
3. Communicate via print and/or electronic mediums to all constituents.
4. Provide practicing teachers, education students and other educational personnel with access to instructional resources and educational equipment.

Advisory Committee

In 2014-2015, the following individuals served as members of the NDTCN Advisory Committee:

NDTCN President .................................................................Jennifer Carlson
ND Department of Public Instruction Liaison ................................Peg Wagner
ND United.................................................................Nick Archuleta
ND Education Standards & Practices Board ..............................Mari Fridgen
ND Council of Educational Leaders .....................................Aimee Copas
Continuing Education ........................................................Dr. Kristen Warmoth
Higher Education .................................................................Kim Jones
ND Senator......................................................................Sen. Larry Robinson
ND Representative ..............................................................Rep. Dave Monson
State/Federal Agency ........................................................Glenda Fauske
Education-at-Large ............................................................Marilyn Weiser
Indian Education ...............................................................Lucy Fredericks

Information

Website: www.sendit.nodak.edu/tcn
Email: sdt-tcn@listserv.nodak.edu
Telephone: 701-355-4458
The North Dakota Teacher Center Network (NDTCN) includes nine local teacher centers: Bismarck Area Teacher Center, Grand Forks Area Teacher Center, Lake Region Teacher Center (Devils Lake), Mayville Area Teacher Center, Mid-Dakota Teacher Center (Minot), North Central Teacher Center (Bottineau), Valley City Area Teacher Center, West River Teacher Center (Dickinson) and Williston Area Teacher Center.

The centers are coordinated in a network, which has defined minimum standards for personnel and programs associated with state funds distributed through the Department of Public Instruction (see Appendix A for minimum standards). Each center carries out programs of interest to area educators. An advisory or policy board governs each center. The majority of the policy board members must be educators.

Center Directors
In 2014-2015, the following individuals served as directors of the nine North Dakota teacher centers at the will of their respective policy boards:

- Bismarck: Darlene Schwarz
- Grand Forks: Nancy Burke
- Lake Region (Devils Lake): Jennifer Carlson, NDTCN President
- Mayville: Andi Dulski-Bucholz
- Mid-Dakota: Darlene Pullen
- North Central (Bottineau): Cynthia Jelleberg
- Valley City: Sandy Zahn, NDTCN Vice President
- West River (Dickinson): Dawn Olson
- Williston: David Richter

The NDTCN Annual Report contains narrative, graphic and statistical summaries on common network activities and budgets, including income, expenses and in-kind contributions, for the Fiscal Year July 1, 2014 – June 30, 2015.
**Common Network Activities**

**Membership**
The nine centers had a total of 503 members for Fiscal Year 2014-2015. Members included public school districts, non-public schools, and other supporting organizations (see Appendices B and C for membership details).

**Service**
The nine centers served 7,836 teachers and 1,819 pre-service teachers with 81,702 students impacted during the 2014-2015 school year.

**Publications**
Through newsletters and other electronic updates, center directors shared information regarding upcoming professional activities (workshops, classes and non-credit classes) available in the immediate area, information on materials available through the center and feedback from the center’s policy board. Eight statewide newsletters were distributed with monthly circulation of more than 8,500.

**Resources**
The nine centers serve as repositories of various types of library/instructional resources, more than 14,450 in all. All of the resources located at each center are loaned to teachers and administrators from membership schools. Materials available at each center may include but are not limited to sample textbooks, professional literature, audio/visual materials and resource kits distributed by such agencies as the North Dakota Game and Fish Department (see Appendix C for the summary activity report).
**Partner Agencies**

The nine centers reported cooperative arrangements with more than 65 different non-school agencies/organizations/groups within North Dakota and Minnesota. The number of agencies utilizing the services of individual centers varied from 12 to 49. These agencies partnered with the centers to offer services to North Dakota educators (see Appendix F). They may have used the center as a means to publicize events, provide assistance in developing projects and distribute materials. Organizations utilizing the statewide newsletter to advertise are assessed a fee established by the network.

**Professional Development**

Nine centers sponsored professional development programs during Fiscal Year 2014-2015 (see Appendix D). There were 6,142 participants in 217 courses (see Appendix D). The centers also offered numerous additional activities throughout the year with more than 13,506 participants (see Appendix E).
The centers rely on two types of financial support: income and in-kind contributions. Both sources are critical to the continued operation of the centers. Total center income exceeded expenses for Fiscal Year 2014-2015, resulting in a net income of $44,163. The network had a cash balance at the end of the year of $153,223.

The total in-kind contributions to all centers in 2014-2015 were $132,580. The largest in-kind contributions included $37,154 for salaries, $14,380 for office space, and $13,852 for benefits. All in-kind contributions were invaluable to the centers. Although only the largest categories were identified separately, all were critical to the ability of the centers to serve their membership (see Appendix I).
**Income**
In 2014-2015, the nine centers reported income of $234,432 and in-kind contributions of $132,580 for combined income of $320,987.

Of the grants and contracted services income, the biggest sources were sponsored programs of $5,190, attached credit fees of $3,850, and registration fees of $2,861 (see Appendix G).

**Expenses**
Actual expenditures for the nine centers in 2014-2015 were $190,269. Combined with in-kind expenses, this resulted in expenditures of $322,849.

Of the education-related expenses, the largest expenditures were sponsored programs of $12,498 and sub/stipend pay of $7,195 (see Appendix H).
Appendix A

AMENDMENTS

Amendment I: Minimum Standards for Funding and Operation of a North Dakota Teacher Center

To receive North Dakota Teacher Center Network funds, a Teacher Center will demonstrate the following:

1. An up-to-date governance document which provides for:
   a. A mission focused on the NDTCN goals as defined in the constitution under Article II.
   b. An advisory/policy board composition, which is representative of the service area and includes a majority of teachers.
   c. Designation of a director who is or has been a teacher and is responsible for ensuring the Teacher Center is open for a minimum of twenty hours per week during the school term.
   d. Personnel policies that include provision for employment and annual evaluation of the director.

2. An annual statement of goals for the Teacher Center formulated by the advisory/policy board, including:
   a. Participation in activities of the Center by practicing teachers, education students, and other educational personnel within the designated service area or evidence of regular invitation to participate. Each Center shall offer or provide support for a minimum of 10 activities per year and demonstrate through appropriate documentation evidence of at least 10 activities, attendance numbers and evaluation and/or assessment results.
   b. Distribution of all statewide NDTCN newsletters each year to the Center’s service area and other entities that the Center deems necessary by the 10th of each month through print copy, email and/or website posting. Communication of information as needed to practicing teachers, education students, and other educational personnel with the designated service area.
   c. Develop and maintain for checkout a collection of materials developed according to the Teacher Center and NDTCN goals.

3. The advisory/policy board meets a minimum of three times a year and keeps on file meeting agendas and minutes.

4. Active participation in meetings and other activities formally approved by the NDTCN.

5. Development and coordination of programs for teacher in-services or professional development consistent with the goals of the Teacher Center as determined by the advisory/policy board.

6. Facilitation of linkages with teachers by other agencies (such as Game & Fish, The ND Heritage Center, NASA, etc.) as appropriate to Teacher Center goals.

7. Each Teacher Center will distribute a needs assessment.

8. Develop and present a Teacher Center’s budget to the Center’s governing agency before or at the first meeting of the fiscal year.

9. Submission of a preliminary amendments checklist by June 15. The NDTCN Review Committee will evaluate the checklist and recommend appropriate action for Teacher Centers found in noncompliance with the NDTCN minimum standards.

10. Submission of a local annual report signed by the director and a Teacher Center official by August 1 of each year.

11. The annual report will be presented for approval at the fall meeting of the NDTCN.
<table>
<thead>
<tr>
<th>MEMBERSHIP DUES</th>
<th>BISMARCK</th>
<th>GRAND FORKS</th>
<th>LAKE REGION</th>
<th>MAYVILLE</th>
<th>MID-DAKOTA</th>
<th>NORTH CENTRAL</th>
<th>VALLEY CITY</th>
<th>WEST RIVER</th>
<th>WILLISTON</th>
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<td>None</td>
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<td>Provided to NCEC members</td>
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<td>Individual Members - Non-ND</td>
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<td>FirstClass</td>
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<td>Number of Teachers Served in Your Area</td>
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<td>Number of Agency Partners</td>
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<td>PROFESSIONAL DEVELOPMENT COURSE</td>
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<td>Non-credit In-service</td>
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<tr>
<td>No. of Participants</td>
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<td>424</td>
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<td>3</td>
<td>354</td>
<td>889</td>
<td>1,790</td>
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*District On-site Professional Development*
## Appendix E – Additional Activities Report

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<tr>
<th>Activity</th>
<th>No. of Participants</th>
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<tbody>
<tr>
<td>Dakota Adventist Academy Tour</td>
<td>12</td>
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<tr>
<td>Echoes and Reflections Holocaust Training</td>
<td>73</td>
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<tr>
<td>3D Printer/autodesk Inventor Training</td>
<td>75</td>
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<tr>
<td>MLK Day Professional Development</td>
<td>73</td>
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<tr>
<td>Lego Story Starter Workshops</td>
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<tr>
<td>3D Printer/Autodesk Inventor Training</td>
<td>100</td>
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<tr>
<td>Superintendent PLC</td>
<td>99</td>
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<tr>
<td>Lego Mindstorms EV3 Workshop</td>
<td>200</td>
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<tr>
<td>Superintendent PLC</td>
<td>200</td>
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<tr>
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<td>Superintendent PLC</td>
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<td>Superintendent PLC</td>
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Total No. of Participants: 72

---

**NDTCN**

**Total No. of Participants:** 3,077

---

**Bismarck**

**Total No. of Participants:** 1,149

---

**Mid-Dakota**

**Total No. of Participants:** 3,865

---

**Grand Forks**

**Total No. of Participants:** 1,696

---

**Lake Region**

**Total No. of Participants:** 1,946

---

**Williston**

**Total No. of Participants:** 4,609
PARTNER AGENCIES

Adult Learning Centers
C2E2
Camp Invention
District Health Units
Edutech
Fort Union Trading Post National Historic Site
Foster Grandparents Association
Gateway to Science
Local Chambers of Commerce
Local Human Resource Centers
Local Libraries
Local PTAs
Love and Logic
Marketplace for Kids
Math & Science Partnership
MATHCOUNTS
MSU Stem Education
NASA Regional Center
National Education Association
National Geographic Society
National Park Service
National Science Foundation
ND Association of Educators of Young Children
ND Career and Technical Education
ND Career Resource Network
ND Colleges & Universities
ND Council of Educational Leaders
ND Council of Teachers of Math
ND Council on the Arts
ND Curriculum Initiative
ND Department of Health
ND Department of Public Instruction
ND Educational Standards and Practices Board
ND Forest Service
ND Game & Fish Commission
ND Geographic Alliance
ND Head Start Association
ND Humanities Council
ND Lead Center
ND Lignite Council
ND Public Schools
ND Reading Council
ND Science Teachers Association
ND Space Grant Program
ND State Historical Society
ND State Library
ND Teacher Mentoring Program
ND United
ND University System
ND Water Commission
NDSU Department of Engineering
Prairie Public TV
Project Food, Land & People
Project Learning Tree
Project WET
Project Wild
Regional Education Associations
School & Area Foundations
Special Education Units
Spelling Bees

STEM Grant
UND Space Center
US Department of Agriculture
US Department of Education
US Forest Service
Writing Projects
### Appendix G – Income & Cash Reserves

#### DPI Allocation

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#### Grants & Contracted Services

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#### Network Review of Income vs Expenses 2014-2015

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#### Network Cash Balance as of June 30, 2015

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### Appendix I – In-Kind Contributions

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<th>Lake Region</th>
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<th>Mid-Dakota</th>
<th>North Central</th>
<th>Valley City</th>
<th>West River</th>
<th>Williston</th>
<th>Total</th>
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Appendix J

NDTCN Minutes 2014-2015

October 14, 2014 · 9 a.m. CT · State Capitol, Bismarck

Participants
Teacher Center directors in attendance were NDTCN President Jennifer Carlson, NDTCN Vice President Sandy Zahn, Cynthia Jelleberg, Dawn Olson, Darlene Pullen, David Richter, and Darlene Schwarz. Advisory Committee members Glenda Fauske, Mari Fridgen, Kim Jones, Peg Wagner, and Marilyn Weiser attended, along with Dana Schaar Jahner of Clearwater Communications. Directors not in attendance were Valeria Becker and Missy Hutter.

Welcome & Introductions
President Carlson called the meeting to order at 9:02 a.m. Introductions were made.

Approval of Minutes
Jelleberg moved to approve the minutes of the May 1, 2014, meeting. Pullen seconded the motion, and it passed.

Financial Report
Carlson reported on the NDTCN budget. Advertising revenue to date is $7,875. There was discussion about the possibility of directors covering travel expenses through their Center budgets instead of the Network due to reduced revenue, as well as the option of holding fewer in-person meetings and more using technology. There was consensus the Network should cover travel reimbursements for Advisory Committee members. This will be revisited at the May meeting.

Zahn moved to approve meeting expenses and travel reimbursements. Weiser seconded the motion, and it passed.

Schaar Jahner reviewed a summary document of newsletter advertising since 2004-2005. Newsletter revenue continues to decline, although advertising rates have not increased since 2005-2006. Not only have the number of advertisers decreased, but the size and frequency of ads by regular advertisers has also declined. Given the changes in technology since the newsletter’s inception, it is expected the decline will continue.

Business Items
NDTCN Review Committee report
Carlson, Zahn, Fauske, Jones, and Wagner comprised the NDTCN Review Committee this year and shared for discussion several concerns about two Centers as a result of its review of the submitted Center annual reports.

Because Mayville did not submit its annual report on time and also failed to submit all required data to meet minimum standards for a Center, the Review Committee recommended that Mayville not receive its 2014-2015 allocation at this time. It was noted that Ryan Townsend, DPI, also expressed concerns about Mayville last year, including the lack of an advisory/policy board. There was consensus that not allocating funds is the correct course of action.

Although the Grand Forks annual report was submitted on time, all the criteria were not met: the board did not meet three times as required and the number of activities was not as high as required. Also, it does not appear that the Center is open 20 hours per week. Jones reported on the Grand Forks Area Teacher Center and her discussion with a local policy board member, including low attendance at advisory/policy board meetings and a lack of quorum for decision-making, as well as the lack of regular Center office hours. In addition, the board member was concerned that current funding, while limited, is not being used most effectively toward the Center’s mission.

There was consensus that a Center must have an affiliation with another education entity in order to operate efficiently and effectively due to the limited funds available. There was also agreement that the Network is committed to helping Mayville and Grand Forks meet minimum standards, as this is in the best interest of the entire Network and, most importantly, the teachers and students served by the Centers.
Richter moved to allocate the $20,000 in DPI funds for Mayville to the Network financial account to hold pending compliance with Network requirements. Zahn amended the motion to send a Certified Letter with a response due within two weeks of the receipt of letter to address concerns and next steps for the Mayville Center. Olson seconded the motion, and it passed.

Fauske moved to send a Certified Letter to the Grand Forks Center board president and director outlining the concerns identified by the Review Committee with consensus by the Network at its October 14 meeting with a response due within two weeks of the receipt of letter. Jelleberg seconded the motion, and it passed.

**Review and approval of 2013-2014 NDTCN Annual Report**
Pullen moved to approve the 2013-2014 NDTCN Annual Report with a change on page 15 as follows: “WSC Fund” to “WSC Foundation.” Richter seconded, and the motion carried.

**Legislative biennial budget**
The request was submitted to DPI by the June 15 deadline. Current Network funding is at $20,000 per Center per year ($180,000 per year for nine centers or $360,000 for the biennium). The Network request for 2014-2016 was $30,000 per Center ($270,000 per year or $540,000 for the biennium).

Legislative flyer updates must be submitted to Clearwater by Nov. 14. New photos for the cover would also be helpful. Clearwater will get printing quotes for consideration at the next meeting.

**Advisory Board positions**
Zahn will reach out to Sen. Robinson to confirm participation. Fredricks’s term will be updated on the contact list.

**Website changes**
The Network will continue to maintain the current website.

**National Geographic Map of North Dakota**
Weiser described the opportunity to develop a giant map of North Dakota that would be available for use by teachers across the state. The cost is estimated at $1,000-2,000 per map. The North Dakota Geographic Alliance has budgeted funding for 2014-2015 to begin discussing this project. It would have to be determined what would go on North Dakota’s map. It would be ideal to have one map at each Teacher Center. Pullen, Richter and Zahn volunteered to serve on the project task force. Weiser will keep the Network updated on the progress. Jones moves to donate $1,000 to the North Dakota Geographic Alliance task force for development of the map. Schwarz seconded the motion, and it passed.

**Other Reports**

**DPI report**
Wagner reported DPI is piloting a new website for educators called LEND (Links for Educators in North Dakota) where they can access lessons plans by grade level based on state standards. Teachers may submit lesson plans, and a committee will vet all lesson plans prior to posting. Ryan Townsend will be presenting on this effort at the Nov. 17-18 Learning Forward Conference in Minot.

**ESPB report**
Fridgen reported a busy fall trying to fill teacher openings. A lot of substitute licenses are being issued. Forty teachers have taken the Praxis test and added new subject matter to their licenses. ESPB is also looking at adding additional Praxis tests, including marketing, ELL, speech, library and media, health, reading specialist, psychology and sociology.

There is a $100 late fee for license lapses.

Last year, the Mentoring Program worked with 289 new teachers. This year it is serving 350 new teachers, and 219 new mentors have been trained. For the program to date, there have been 1,338 first-year teachers served and 1,041 mentors trained. There is no statewide mentoring program for administrators, but Jelleberg is involved in a professional learning community for principals that is proving successful.

Substitute requirements are only 48 semester hours of secondary education and a background check. Professional development for substitutes is something the Teacher Centers may consider offering.
**Center reports**

- **Grand Forks:** Two summer activities were offered, an HIV workshop for 60 new teachers in August and a water festival with the Dakota Science Center in July. A new website has been created. Curriculum binders are now available at the Center that correspond to LEGO® kits at the local library.

- **Bottineau:** Center operation started in July. A board meeting will held next week with a representative from each school district. Dues of $500 per district will help cover Center costs. The whale is getting good usage. The Center purchased some books for book study to go out to the schools. The Center has a first-year teacher grant through ESPB; there are 32 new teachers with classroom management and discipline some of the major issues. The NASA Dome is on hold because it needs to be repaired. The Center gave extra books to administrators as a reminder about resources available.

- **Williston:** Harry Wong provided a workshop in August. An in-service for January is being planned regarding classroom behavior. Three instructional coaches are working with more than 60 new teachers. The region has 1,500 additional students per year over last four years. Professional development during the school year is held only on “early out” days because subs are not available.

- **Dickinson:** Last summer, 23 workshops for professional development and graduate credit were well-attended. The Center is looking at secondary content areas, including two for psychology. They have piloted an on-line, on-demand class and are moving forward with additional implementation. The MLK in-service will be continued next year, although participation is dropping. The Center is working with the Flip the Classroom author at Dickinson State University. The website has been updated. There are 49 new teachers in Dickinson, and the Center is working with many of them without education degrees.

- **Bismarck:** Membership has increased again, and child care groups are now participating. The Center created a video on offerings. A Makerspace or creative space/table is now set up at the Center, and members may check out Kinects and LEGO® kits to set up a Makerspace in their classroom.

- **Minot:** They offered a session with ND Game & Fish this summer. The Center purchased 15 Lego robotics kits and offered a training session. The Center is in its second month of utilizing a giant map. The Center is now physically located at Minot State University. The Center is assisting with several large conferences through the REA and planning for a January in-service. There has been lots of response to new teacher sessions. The forestry STEM box has been very popular.

- **Valley City:** The Center offered poverty workshops this summer. The goal this year is to expand the new digital StarLab into the eight schools that didn’t support the initial purchase. The Center is looking to add babies, including shaken, alcohol, and drug, for health programs. The Center is also looking at LEGO® for elementary schools. Most professional development is offered through the REA.

- **Devils Lake:** The Center is in the same building as special education, and they have an agreement to help fund a position to manage Center materials. The StarLab and babies are now located in the director’s building and have been placed into their tech rotation. The board is discontinuing individual membership. Center funding is being used for manuals for Steve Dunn writing workshops. Teacher visitation funds are being used for content areas for business tours.

Zahn moved to add Amendment 1, Minimum Standards for Funding and Operation of a North Dakota Teacher Center as follows: “and, Teacher Center Directors or their designees are expected to attend all general membership meetings.” will be added to number 4. Pullen seconded the motion, and it passed.

**Strategic Plan Follow-up**
The subcommittee (Carlson, Jones, Richter, and Wagner) will meet to review the survey results to determine a recommendation for the vision and mission to be presented at the next meeting, along with next steps for finalizing the strategic plan.

**Next Meeting**
The next meeting will be held Dec. 11 or 12 using Adobe Connect. A date and time will be set via Doodle.

The May meeting date will be set in December.

**Adjournment**
Jones moved to adjourn the meeting at 3:15 p.m. Weiser seconded the motion, and it passed.
Welcome & Introductions
President Carlson called the meeting to order at 9:08 a.m.

Approval of Minutes
Pullen moved to approve the minutes of the October 14, 2014, meeting. Zahn seconded the motion, and it passed.

Financial Report
Carlson reported on the NDTCN budget; year-to-date expenses are $5,267.45. Schaar Jahner stated advertising revenue is $8,375.00. Warmorth moved to approve the financials. Dulski-Bucholz seconded the motion, and it passed.

Business Items
NDTCN Review Committee report
Carlson reported Grand Forks and Mayville are now in compliance with the Network’s Center requirements. Dulski-Bucholz, who is the interim director for Mayville, reported on changes at the Center. Carlson stated Nancy Burke is the interim contact for Grand Forks, which is in the process of restructuring.

Final approval of 2013-2014 NDTCN Annual Report
Zahn moved to approve the 2013-2014 NDTCN Annual Report. Warmoth seconded, and the motion carried.

Legislative biennial budget
Carlson has not heard the status of the Network’s budget request. Dulski-Bucholz moved to approve the legislative flyer and print 200 copies for distribution to all legislators the second week of the session. Pullen seconded the motion, and it passed. There is an option for individual Centers to pay for printing flyers to be used locally. The printing request must be submitted to Schaar Jahner by December 23.

Advisory Board positions
Zahn has not been able to contact Senator Robinson yet.

Other Reports
DPI report
No report was submitted.

ESPB report
Fridgen submitted the following written report:

- The ESPB Board approved the addition of the following Praxis II tests: ELL, speech, library and media (DPI is determining if coursework will still be required), health, reading specialist, psychology, and sociology. Please visit http://www.ets.org/praxis/nd/requirements for more information. (I notice only half of the tests are up on the website yet and ready for registration.)

- ESPB is working to update its website. We are ensuring information is current and accurate. In addition, we are working to make the site more user-friendly.

Please contact Mari Fridgen at mfridgen@nd.gov if there are any questions.
Other reports
Zahn reported that she held her first LEGO training, and “it was awesome.”

Jelleberg reported her Center had conducted a needs assessment. She also requested Centers consider sharing professional development opportunities and possibly presenter fees.

Carlson stated she has been invited to participate in a couple of collaborative meetings, including a Learning Forward group regarding conferences and an ESPB committee regarding teacher professional development.

Strategic Plan Follow-up
The subcommittee (Carlson, Jones, Richter, and Wagner) has not had a chance to meet since the last meeting but will review the survey results to determine a recommendation for the vision and mission to be presented at the next meeting, along with next steps for finalizing the strategic plan.

Next Meeting
The next meeting will be held in Bismarck in May; a meeting date will be determined via Doodle. If necessary, additional meetings will be held via Adobe Connect during the legislative session.

Adjournment
The meeting adjourned at 9:55 a.m.
**April 30, 2015 · 9:30 a.m. CT · Bismarck Veterans Memorial Library**

**Participants**
Teacher Center directors in attendance were NDTCN President Jennifer Carlson, NDTCN Vice President Sandy Zahn, Andi Dulski-Bucholz, Cynthia Jelleberg, Dawn Olson, Darlene Pullen, David Richter, Darlene Schwarz, and Janet O’Hara (for Nancy Burke). Advisory Committee members Lucy Fredericks, Mari Fridgen, and Peg Wagner attended, along with Dana Schaar Jahner of Clearwater Communications.

**Welcome & Introductions**
President Carlson called the meeting to order at 9:37 a.m.

**Approval of Minutes**
Jones moved to approve the minutes of the December 12, 2014, meeting. Jelleberg seconded the motion, and it passed.

**Financial Report**
Carlson reported on the NDTCN budget; year-to-date expenses are $9,603.35. Schaar Jahner stated advertising revenue is $10,375.00. Zahn moved to approve the meeting expenses and financial report as presented. Richter seconded the motion, and it passed. Carlson declined the $500 payment to the president for this fiscal year.

**Business Items**

**Legislative Discussion**
The legislature approved the same level of funding – $360,000 ($20,000 per teacher center per year) – for the 2015-2017 biennium through SB 2013, the Department of Public Instruction appropriation. SB 2013 also included legislative intent regarding a merger of regional education associations (REAs) and teacher centers by July 1, 2017.

There was discussion regarding the potential merger. There was consensus that it is important for NDTCN to very clearly define the purpose of teacher centers and distinguish how the centers’ work is different from REAs. One distinction is that teacher centers are operated under the direction of a teacher advisory board while REAs are guided by an administrator-focused board.

There was consensus to proceed with the following steps:

1. Each center will submit detailed information about center activities as part of this year’s annual report submissions.
2. The strategic planning subcommittee (Carlson, Jones, Richter, and Wagner) will meet to review the annual reports to determine any information that is missing, as well as areas of commonality between centers. Using this information, the subcommittee will present recommendations for finalizing the NDTCN strategic plan at the fall meeting.
3. Once NDTCN has finalized its strategic plan, a meeting with REAs will be held to discuss the proposed merger and how to proceed.

**Election**
Zahn moved to nominate Carlson as president, and Pullen seconded the motion. Richter moved to cease nominations for president, and Jelleberg seconded the motion. The motions passed.

**Annual Report**
There was discussion that an organization chart is needed for the next legislative session, including NDTCN, teacher centers, policy boards, fiscal agents, etc.

Jones moved to approve June 15 as the deadline for submission of each center’s preliminary amendment checklist with the Review Committee’s goal to evaluate and approve funding to centers by Aug. 1, the final deadline for submission of all center annual report materials (amendment checklist, partnership list, financials). Jelleberg seconded the motion, and it passed.

Fridgen moved to include the list of items requested by last year’s Review Committee as part of this year’s annual report requirements, the center’s fiscal agent, and a narrative of all activities completed in the past year along with identification of which NDTCN goal it falls under. Zahn seconded the motion, and it passed.
Review Committee
Jones nominated Glenda Fauske for a two-year term on the Review Committee with Fridgen as an alternate. Pullen seconded the motion, and it passed. Other Review Committee members include Carlson, Zahn, Wagner, and Jones (in last year of her two-year term).

Newsletter
The newsletter will continue in its current format and ad rates will remain the same for 2015-2016.

Clearwater Contract
Richter moved to continue the contract with Clearwater Communications for another year at the same fee. Schwarz seconded the motion, and it passed.

Other Reports
DPI
Fredericks shared she has been in her position for three years, and her work is focused on schools with Native American students.

Wagner reported DPI will be hiring a director of academic standards. Her focus is on implementation of Common Core standards for English and math. She is working with a four-state partnership (Montana, South Dakota, and Iowa) on a math leadership project for grades 7-12, which includes North Dakota teachers, higher education, and REAs. The purpose is to identify ideas to help teachers implement math standards and then share this in schools across the state; higher education is focused on preservice teachers and REAs on paraprofessionals and substitutes. The TSC unit is working on principal and teacher evaluation systems.

ESPB
Fridgen reported the office is moving from Suite #303 to #204 in the same building. Schools are struggling to find teachers, so ESPB is granting licenses in new situations that haven’t arisen before and trying to be flexible. One new option is a Teacher Alternative Flexibility Endorsement (TAFE). There has also been a focus on alternate access licenses where individuals have a subject-specific degree, such as biology, but no education classes; they are allowed three years to get certified but can teach during that timeframe.

Giant Maps
The working group of Carlson, Pullen, Richter, Weiser, and Zahn met to discuss producing a giant map of North Dakota that may be purchased by each center.

Weiser noted the North Dakota Geographic Alliance is not able to proceed with the project at this time due to national directives. It is possible National Geographic will produce state maps as its 2017 initiative.

Richter reported a high-resolution map is available from the Department of Transportation, and he will contact printers to determine the cost of printing maps approximately 26 by 35 feet. Pullen is researching cylinders that could be used to house and transport the maps.

Centers
Carlson reported Lake Region is buying books to go along with Steve Dunn writing workshops. They hosted a winter in-service and used advisory board members as hosts. She is encouraging advisory board members to be leaders, such as facilitating regional PLCs.

Zahn said Valley City has purchased additional LEGO® kits and more RealCare® babies for health classes. The Digitalis® planetarium continues to be very popular. They are hosting summer poverty and wildlife workshops and fall bus driver training.

Dulski-Bucholz reported Mayville has its board in place and established a web presence. They provided some support to the Red River Valley Education Cooperative (RRVEC) for its MLK in-service. Other activities include involvement with a Common Core state standards grant, STEM activities, campus diversity events, tech kit distribution grant, RRVEC tech day in June, coffee with special education students, and Science Teacher Association conference. They fixed their RealCare® babies under warranty and also purchased physical education resources, such as heart rate monitors.
O’Hara said Grand Forks is regrouping and in transition because there will be a new REA director. They hosted a Holocaust training with UND and will be offering a tech day based on an interest survey completed by teachers. The website has been updated, and they are looking for ways to bring in preservice teachers.

Richter reported Williston is no longer offering a big winter in-service, so this opens new opportunities for use of center funds.

Schwarz said Bismarck membership continues to increase, as they are very focused on inviting preservice teachers to the center. They also work with public libraries to share their information with schools. Makerspaces continue to be popular. Schwarz announced she is retiring at the end of June, and everyone congratulated her.

Pullen reported Minot continues the popular Hooked on Fishing camp with Game and Fish. Other classes include poverty training and a virtual arts class. They are working securing a South America giant map for next year. They are also looking at purchasing a Digitalis® planetarium, potentially through an REA loan as well as business sponsorships or grants.

Jelleberg said North Central sends iPad kits to schools with staff. They also have LEGO® kits and the whale. They are working with STEM clubs in high schools and training high schools students to help elementary students. They are buying back books from schools that have purchased them for book reads so they are then available to other schools. Jelleberg also explained they are developing a mentor program for second-year teachers as ESPB is providing the first year. They have provided suicide prevention training in schools, which has also been requested in communities and for support staff.

**Next Meeting**
The next meeting will be held in Bismarck in September; a meeting date will be determined via Doodle.

**Adjournment**
The meeting adjourned at 1:10 p.m.