

**NCSA Executive Board Meeting**  
**October 11, 2007**  
**9:00 am**  
**NCSA Offices – Lincoln**

Present: Jon Habben, Matt Fisher, Larry Ramaekers, Dennis Van Horn, Doug Lewis, Mary Yilk, Beth Welke, Mark Wragge, John Street, Ellen Stokebrand, Kris Elmshaeuser, John Osgood, Ryan Ruhl, Steve Morton, Kay Gordon, Mike Dulaney, Dan Ernst, Kelly Coash-Johnson, Julie Anshasi

Absent: Sandy Rosenboom

I. Call to order – Doug Lewis

Doug Lewis called the meeting to order and introductions were made.

II. Approval of July 31, 2007 Board Minutes

Motion to approve the minutes of July 31, 2007 by: Dennis Van Horn seconded by Ryan Ruhl. **Motion Carried.**

III. Proposed Items Added to the Agenda

IV. Old Business

A. Update on NCSA Constitution Change

Mike updated the board on the constitutional change that has taken place per the vote of the membership.

B. NARSA Travel Reimbursement Policy – Mike Dulaney

Kay reported that many of the NARSA board members were concerned about travel reimbursements. NARSA will be looking at their constitution and bylaws in the future to be more consistent with the NCSA Bylaws and Constitution. Kay will bring a solution to the next board meeting.

C. Special Education Task Force & NASES Parallel Study – Kris Elmshaeuser & John Street

Kris reported on the Governors Task Force Study on Special Education. The issues being addressed are; availability of service, including notification to parents, least restrictive environment, private providers, and finance. John Street reported on the parallel study that NASES has developed. The conclusion of the parallel study is that the issues to be highlighted are parent choice and funding.

D. Records Management Rule Revision Task Force – Mike Dulaney

A Task Force has been put together with representation from the Secretary of States Office, NASBO members, legal representation and NDE to revisit Schedule 10 of the Records Management Rules.

E. Strategic Planning – Doug Lewis & Mike Dulaney

Discussion was had on the strategic plan. A blueprint has been formulated to include the following areas of activity relevant to the purpose of a professional association: 1) Opportunity 2) Advocacy 3) Recognition and 4) Support. Each section was gone through

getting feedback from board members. Motion to approved the blueprint with the additions given by: Larry Ramaekers seconded by Kris Elmshaeuser **Motion Carried.**

V. New Business

A. Discussion on NCSA Audit – Mike Dulaney & Julie Anshasi

Mike reported on the audit process. Special thanks were given to Julie for her preparation and work. NCSA uses a modified cash basis accounting system. Based on the recommendation of the auditor, Mike and Julie are suggesting the following: A secretary be designated to sign off on minutes as the corporate secretary. The latest financial statements will be shared and reviewed at each board meeting. A standing finance committee will be created to review internal checks and balances, special financial issues and govern the finances of NCSA. A full audit is scheduled every three years with an audit review being done in the consecutive years. Motion to recognize the NCSA staff for their outstanding work with the NCSA finances by: Denny Van Horn seconded by Beth Welke. **Motion Carried.**

B. Review of Administrators Days 2007

Kelly reported on the final numbers for Administrators Days 2007. In addition, the planning committee for 2008 has already met and changes have been planned. Dates for Administrators Days 2008 are July 30-August 1.

C. Relationship and Obligation Between Affiliate Associations and the Council

Mike reported on the dynamic of affiliate activities and the council. Each affiliate has an obligation to the good of the council. Examples would be conference revenue or sponsorship opportunities. Kay Gordon discussed events of NARSA as well as ideas that will be shared with the board on affiliate obligations. NARSA will be appointing a committee to review the NARSA bylaws and constitution. Instruction was given to develop a policy to address the NARSA travel reimbursement issue.

D. Defining “School Administrators” for Purposes of Membership – Mike Dulaney

Mike reported on the current wording in the NCSA Constitution refereeing to the definition of a member of NCSA. The purpose of this discussion is to determine who is eligible to join NCSA. Recommendation was given to have the Chair, Vice Chair, Mike and Dan to research this issue and report back with some recommendations.

VI. Reports

A. Executive Director

Mike reported on his trip to Washington DC for New Executive Directors Orientation. Mike brought back lots of ideas and thoughts.

B. Associate Executive Director – Dan Ernst

Dan reported on program planning at NCSA. Dan serves on the Nebraska Safety Center – Transportation Committee. He gave a report on the status of this committee and what will be proposed by the state board to the Attorney General’s office and the Governors Office regarding 15 passenger vans. Dan attended the Paraeducators conference earlier in the week where he did a session on “Dealing With Difficult People”. Dan also attended the Nebraska Foundation for Children’s Vision Conference. Dan updated the board on the EHA Board. They are looking at moving to a 4-tier program. Dan also reported on the New Superintendents Liaison Program. This group met at a breakfast before School Law. The next date for this group is October 23<sup>rd</sup>.

C. Training & Development – Kelly Coash-Johnson

Kelly provided the Training & Development sheet to each board member. This information highlighted events that have been very successful this year, including School Law and the Behavior Management Workshops. In addition, Kelly provided information on the Contracted Conferences we have with NDE.

D. Finance and Membership Director – Julie Anshasi

Julie provided to the board the financial statements of September 30, 2007. The Membership Report was shared and included a list of affiliate members who have not renewed. Julie is requesting that board members let her know of anyone who has moved out of state or to contact those who have not renewed that should.

E. Affiliate Reports

1. NASA – Matt Fisher reported on the last NASA Executive Board meeting, which was held at Administrators Days. The next meeting will be in November at the NASA/NASB State Convention.
2. NAESP – Mark Wraage reported on the NAESP State Convention, which will be in February. Jim Grant and John Maag will be the keynote speakers. The next NAESP Executive Board will be October 25, 2007.
3. NASES – John Street reported on the NASES Fall Conference, which was held in Kearney in September. This program was put together by the Nebraska Department of Education. Mike spoke at the NASES Business Meeting. They also addressed the issues of teacher and speech pathologist shortages. NASES will be assisting NDE at the SpEd Law Conference in November.
4. NSASSP – John Osgood reported on the upcoming NSASSP State Convention. John Maag will be the keynote speaker. There will be strands on law, professional learning communities and instructional leadership.
5. NASBO – Denny Van Horn reported on the upcoming NASBO Business Meeting which will be held at the NASA/NASB State Convention in Omaha.

F. Chair – Dough Lewis had no report

G. Vice Chair – Steve Morton had no report

Tom Grafton with Grafton & Associates reported to the board on the Financial Statements and Independent Auditors Reports. In addition, Tom highlighted the Management Letter.

Governor Dave Heineman joined the NCSA Executive Board for lunch. Discussion was had on school finance including funding for public education.