

ALASKA ASCD Meeting Minutes – May 21, 2008 3:45 – 4:55 P.M.

Members Present: Jeffrey Lofthus , Susan Heinz, Susan Garton, Ginger Blackmon, Teri Regan, Dale cope, Anna Knap, Dianne Zemanek, Melissa Stavola, Linda Harden, Michael Johnson

1. Welcome to new members!
2. Updates & Orientation for New Members

A. Membership

Paid members are 20; five members of our steering committee are still unpaid, but our membership is at 25!!! Continue to recruit coworkers as members. Have brochures available to provide to prospective members.

B. By Laws and Constitution

Susan reported current status as Cleo Burgett was away. Cleo and Susan have met and revised the constitution and by-laws. Susan proposed that a committee review the documents and bring it back to the membership for approval. Ginger Blackmon and Dale Cope volunteered. Ginger, Dale, and Cleo will serve as the committee to review the constitution and by-laws and bring revisions back to the membership for a first reading at the June meeting.

Committees can meet by audio conferencing at the convenience of the committee. Susan noted the moderator number, and suggested that the membership keep all three numbers for committee meetings or other member-member communications.

Use these numbers for any ASCD business calls.

**Numbers for audio sessions: 1-800-570-3591**

**Participant PIN: 6949987**

**Moderator number 6949649**

C. Brochure

Can be sent electronically or via mail. Send it out to folks you know so we can increase membership. If you need hard copies of the brochure, let Susan know. Many thanks to Dianne Zemanek for developing the brochure!

D. Website – Thanks to Dave Dershin

Website has a welcome message currently and we are requesting a blog as a next step to communicate with each other. Links are being set up and a link from ASCD International was requested by Jeffery Lofthus.

E. Treasurer's Report

We have signers on the account now, and we are making deposits as dues are paid.

**Alaska ASCD  
TREASURER'S REPORT  
May 21, 2008**

**Regular Share Account:**

**Balance: April 30, 2008 \$2,560.59**

**Business Saver Checking Account:**

Balance: April 30, 2008 \$ 251.92

Deposit: May 21, 2008 686.00

**Updated Balance: May 21 \$ 937.92**

**Checks written:**

- **\$249.30** – to Jeffrey Lofthus – reimbursement for attending initial start up meeting
- **\$518.81** – Susan Garton - National Conference expenses and printing costs
- **\$500.00** – to Jeffrey Lofthus –National Conference expenses

**Deposits made:**

- **\$980.00** – Alaska ASCD membership dues (20)

Jeffery Lofthus moved to accepted treasure's report and Dale Copeland seconded it. Motion carried without objection.

3. News about upcoming events - Jeff

A. LEAP Institute, September 14-16, 2008, Washington D.C.

1.5 day training ASCD does not fund it, but 2 applicants are allotted for each affiliate. Maybe there are districts that would fund the travel for staff members.

Linda Harden encouraged Alaska ASCD to get dates to EED so they can post items for districts to piggy back on with travel.

B. Emerging Leader Program – Call for nominations

Emerging Leader Program is an annual event of about 15 people from the national affiliates that attend training in Alexandria, Virginia this fall. The training is four days. Whoever attends will put a proposal together for an ASCD conference. Our nominated applicant will put together an application to be reviewed and selected by ASCD International. If interested look at the web site: [ascd.org](http://ascd.org).

C. Two premium memberships in ASCD International are given to us as use for incentives for Alaska ASCD. Every single year we can give two complimentary memberships to ASCD International. Look at awarding a membership to the School Board Association and Possibly Superintendents Association any other ideas are welcome.

D. Each affiliate is granted a library membership and each of the books would be given to create a library for the Alaska affiliate. We get 40% reduction in cost for all books ordered through the affiliate. Smart Brief is a great resource to use for administrative staff. Let's put that link on our web site.

#### 4. Action Items

##### A. Approve Minutes for March meeting

Dianne Zemanek moved to accept the March minutes. Seconded by Teri Regan. Motion passed without objection.

##### B. Set meeting dates for summer and fall

Monthly meetings –

June 18

July 16

August 20

September 17

Linda Harden moved to have monthly meetings on the third Wednesday from 3:45-4:45pm. Seconded by Teri Regan. Motion passed without objection.

Tentative face-to-face meetings were discussed in conjunction with the winter conference in January or possibly the Principal's conference in October.

##### C. Determine when to elect officers?

Post a slate of officers with a short biography by August and expect a final vote in September. Clarify our by-laws and constitution and prepare to post a slate of officers by August. We will also need to put together a slate for the Board of Directors. Dianne moved to have 1st reading of the constitution and bylaws on June 18; finalize constitution and bylaws at the July 16<sup>th</sup> meeting, and have a slate of officers by August 20. Seconded by Anna Knapp. Motion carried.

##### D. Membership cards? Volunteer to design electronic generated card?

Electronic card would be good. Michel Johnson & Dianne Zemanek will design it.

##### E. Nominate emerging leader? (Requires participation in fall training)

Not every state has an emerging leader; Melissa is interested. Susan offered to find the dates for the fall training. This item was tabled until the next meeting.

F. Nominations for two premium memberships in ASCD International- Put out a call for other suggestions. Susan Garton moved to table this item for more research; seconded by Dianne Zemanek. Motion carried.

#### 5. Next Meeting Agenda Items

Encourage new members to attend; recruit new members!!

First Reading on Bylaws and constitution

Calendar of State activities

Membership - Projection of 35-40 for next month.

Thanks to all the new folks and everyone who stepped up to the plate! We are moving forward!

Minutes submitted by Dianne Zemanek