



# Minnesota Elementary School Principals' Association

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Mark French, President  
Jon Millerhagen, Executive Director  
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## **MESPA President-Elect Responsibilities**

*MESPA Leadership Conference:* Sunday-Monday, September

- Serve as Communications Committee chair. Provide leadership and orientation to division president-elects at Communications Committee mtg. and throughout the year: information for Division Web pages; Best Practice articles for *MESPA Advocate* blog and website.
- Participate in other committee meetings, coordinating connection of Educational Advisory Committee with professional development possibilities at division meetings
- Participate in Board of Directors meetings

*MESPA New Principals Seminar:* Plan seminar with MESPA Professional Development Manager and Executive Director

*MESPA Board of Directors meetings:* Sept., Sun. and Mon., during Leadership Conference; late Nov. at TIES, St. Paul; Wed. board meeting and Fri. annual meeting, during Institute; early May at TIES, St. Paul

- Participate in all BOD meetings, and the annual meeting.
- Chair Board of Director meetings in the absence of the president.

*MESPA Executive Committee meetings:* generally 5-6 per year

- Dates & Locations to be determined by Executive Committee at first meeting

*MESPA Assistant Principal Award*

- Determine award rubric, and oversee selection committee process in November.

*MESPA Institute:* Wednesday – Friday, February, Bloomington

- Be an ambassador. Meet with new principals to orient them.
- Introduce keynote speaker, focus sessions, and Award recipients as needed.

*NAESP Convention:* Typically June or July, nationwide locations

- Attend all Zone 7 meetings. Attend all NAESP Leader's meetings.
- Help at MESPA booth, and assist with booth set up and take down.
- Attend Delegate Assembly as Minnesota delegate.

*National Leaders Conference:* Typically in March, Washington D.C.

- Attend the orientation sessions and general session.
- Participate in lobbying on the "hill".

Election of State Officers (chair Nominations Committee)

- Provide leadership in recruiting a high quality slate of state-level candidates: NAESP representative, secretary/treasurer, and president-elect.
- Recommend a slate to the September Board of Directors meeting.

Other duties as assigned by the MESPA President and Executive Director.