



MAEMSP Board Reorganization Meeting DRAFT Minutes

Monday, April 25, 2022

11:00 AM – 3:00 PM

SAM Office and/or Join [SAM Zoom](#)

In attendance: Nicole Trahan, Ted Miller, Julie Hornby, Shelley Andres, Barb Droessler, Kim Ray, Mark Goyette, Kelly Kinsey, Roxie Benjamin, Kareen Bangert, Kirk Miller, Kim Scofield, Marcus Meyer

Zoom: Teresa Sprague, Jessica Shourd, Ben Lambert, Becky Carlson, Stacy Lemelin, Cindie Togni, Marlin Lewis

Not in attendance: Julie Mickolio

President Trahan called the meeting to order at 11:10 AM.

Agenda – MAEMSP President, Nicole Trahan, Presiding

1. Introductions - Nicole asked board members to share a piece of advice for preparing for next year when introducing themselves.
2. Additions/Deletions to Agenda

None noted

Mega Issue Discussion: Strategies/Advice for Preparing for Next School Year (include efforts to ‘Tell Your Story’) – be prepared to share during Introductions

- Nicole: Implementing a student podcast, theme for the year,
- Shelley: Implementing second TK program, new website that is linked to FaceBook page, One live FaceBook event each month, teachers post stories on district FaceBook page, BooHoo Tea Party for incoming kindergarten parents sponsored by PTA,
- Ted: Started a student media team, video newsletter, annual theme (“Move Mountains” this year), passion projects for teachers
- Julie: Foster grandparent program, communicate with families with SeeSaw, student ambassadors, student morning greeters, student council, promoting self-care for students and staff
- Mark: Build social media presence, student leadership council, Laurie Barron has served as a consultant and has facilitated a book study of her book “Middle School: A Place to Belong and Become”
- Roxie: Hiring additional staff for additional kindergarten and first grade classes, monthly assembly to give awards and showcase students, annual theme, showcase teaching styles, social media presence, planning grade level orientation
- Kareen: Encouraging retired administrators to engage with local schools to serve as a substitute administrator
- Kim: Annual theme (2022-23 will be “Let the Learning Adventure Begin”); student teams will do event planning, school board presenters, door greeters; parent involvement
- Barb: Engaging community who is not on social media with a quarterly newsletter, house system projects (character building) - campus cleanup this spring
- Kelly: Parent advisory committee that meets once/month for discussions; parent center open three nights/week throughout the school year that offers counseling, connection to local resources, etc.
- Stacy: Live student news broadcast once/week, food truck night twice/year with school community and neighborhood members invited
- Becky: Forming a parent advisory council, weekly newsletter to students and families, active student council (daily Pledge of Allegiance, student social activities), student/staff volleyball tournament with proceeds going to mental health facilities
- Ben: Yard signs for new kindergartners, trying to get back to normal with assemblies and school carnivals, student advisory committees

- Jessica: Grand re-opening of construction in Stevensville that connects all school buildings, fun day with outdoor games, new kindergarten orientation camp, hiring additional second grade teacher to accommodate more small groups to meet the learning needs of the students
 - Cindie: Looking at attendance data and are adding attendance awards; creating a student council and recognizing student success; first day of school is for incoming new group orientation (3rd grade for Cindie; first day celebration for all students with breakfast, teacher introduction, and school expectations
 - Teresa: Focusing on engagement, summer camps that will engage students and staff, PTA and parent participation, field day with parent volunteers, restorative practices and restorative circles, adoption of social emotional learning program (Character Strong), new ELA curriculum, tailgate party in the fall with barbecue
3. Review of Minutes – [MAEMSP Board Leadership Web Meeting DRAFT Minutes 3-8-22](#)

Shelley Andres made a motion to approve the minutes; Kim Ray seconded the motion. The motion passed unanimously.

4. Old Business

1. Consideration of [MAEMSP Proposed Budget 2022-23](#) – Action

Kirk reviewed the budget stating that the conference revenue is not finalized but he believes the 2021-22 MAEMSP budget will be close to balanced at the end of the year. He pointed out that the dues line item in the proposed budget includes 357 active members at the new rate of \$469/active member due to the increase in NAESP dues and the \$180/member that stays with SAM, up from \$160 last year. Nicole stated that NAESP dues have not increased in 11 years and nine years for SAM.

Barb Droessler made a motion to approve the proposed budget; Ted Miller seconded the motion.

Shelley stated that it is important to review the dues structure more often so that they could be increased incrementally if necessary.

The motion passed unanimously.

2. Appointment of MAEMSP Board members ([MAEMSP Board Election Rotation Schedule](#)) ([2022-23 MAEMSP Board Roster](#)) – Discussion

Nicole reviewed the rotation schedule stating that the board will be looking for a South West region director. She asked board members to think of someone who could fill that position. Kirk stated that he does not have a recommendation for the OPI Representative position. However, John Gorton is now working at OPI in the special education division and he has experience with MAEMSP. He may possibly serve in the OPI Representative position. Nicole stated that Rob Watson will be assuming the role of SAM Executive Director on July 1.

3. Montana Principals Conference 2023 (January 22-24 Helena Delta Colonial) – Discussion

Nicole stated that Julie will be planning the 2023 conference with KJ Poepping, the incoming MASSP President. This year's conference evaluation indicated that attendees enjoyed Boom sessions, and size-a-like breakouts. Attendees indicated that they would like to continue to see information on social emotional learning and behavior interventions at the next conference. Jessica Minihan (The Behavior Code and The Behavior Code Companion) is a possible presenter. Nicole asked board members to send Julie names of other possible presenters.

4. [NAESP Pre-K-8 Principals Conference](#) (July 15-17 Louisville) – Discussion

Nicole encouraged board members to attend the national conference as well as the SAM Administrators Institute in July. Kirk stated that focus zones for SAM Administrators Institute include Recruitment and Retention of Quality Educators; Social, Emotional, Behavioral Health; and Innovations in Education. Board members stated that they would like to see Joe Sanfilippo and Ruby Payne again if they change the scope of their presentations so the presentations are different than what attendees have already seen. Nicole suggested Baruti Kafele as a possible presenter.

5. [MAEMSP Membership Report](#) – Discussion

Nicole reviewed the membership report stating that the 2022-23 membership drive began on April 12. She asked board members to reach out to potential members in their region and encourage them to join MAEMSP. Kirk stated that each affiliate’s membership is a few members less and this could be due to COVID and also that possibly fewer administrator positions were filled. He stated that the best information can be found on the MAEMSP Regional Membership document that indicates the members who did not renew and the principals who did not choose to join as retired members. Kirk asked region directors to send names of region members who are retiring to Kareen. She will contact those members to obtain their personal contact information so they can be contacted once they leave their districts. Nicole stated that the board needs to ensure that MAEMSP offers value to the retired members as an incentive to join. Julie stated that she would like to develop ways to encourage new members to engage in MAEMSP.

6. [MAEMSP Strategic Plan](#) Review – Discussion

The Board reviewed the recent suggested updates to the strategic plan:

- Goal 1: MAEMSP will empower leaders by recruiting quality educators into the principalship, developing induction practices, and promoting the importance of the principalship.
 - 1.1: One Story Initiative - Kirk stated that the One Story Initiative is a similar concept to the project SAM will be launching soon, “Did You Know...Telling Your Story of Innovation.
 - 1.2: Ted suggested that region directors continue with the induction process for reaching out to region members. Kim stated that it is difficult to reach out to potential members when you are a new director. Nicole suggested meeting as regions at the conference. Kareen suggested also breaking into groups based on years of experience. Ben stated that it may be beneficial to formalize the practice of additional officers for each region - a president and vice president for each region. Shelley stated that in the Western region the vice president moves to the president position so there is always someone with experience in a leadership role. The region usually meets three times a year and invites Kirk to the first meeting. This consistency has helped build a strong cohort. She stated that it is important to mentor new principals and one of the ways to do that is to call them and invite them to region meetings. Nicole stated that it may be important to put a formal process in place to help region directors reach out to members and potential members. A link to the description of the formal process could be added to the strategic plan. Kareen suggested varying the location of region meetings.
 - 1.3: Ted stated that he would like to find a way to increase the number of candidates submitted for awards and promote recognition of members. In the past, the board discussed that one of the region director’s duties would be to ensure a principal is nominated from each region for NDP. It may be beneficial to post award nominations and deadlines on social media.
- Goal 2: MAEMSP will promote and facilitate quality professional development
 - 2.1: The board discussed the benefit of creating a shared document to provide conference ideas to the President Elect and post the document on the MAEMSP Board Meeting webpage.
 - 2.2:
 - Shelley and Kim suggested Including a track for aspiring superintendents at MCEL and the Principals Conference. Kareen stated that the track could possibly be facilitated by a retired member.
 - SAM and MAEMSP have facilitated EdChats in the past. Board members would like to see this happen again.
 - Promote SAM Leaders Professional Learning Program
 - Instagram and podcasting were added as social media options.
 - 2.3: Delegate Assembly was added as a professional development opportunity
- Goal 3: MAEMSP will train principals to advocate for state and national legislation to ensure Montana students will receive a quality public education
 - 3.1: Mark suggested providing continuous training on expectations for region directors.

- 3.2: Kirk stated that region directors are welcome to invite the SAM Executive Director to regional meetings.
- 3.4: Ben asked if there are legal issues in sending advocacy information to school emails. Kirk stated that training on this issue is provided during the Legislative Network training and region directors are encouraged to participate in the SAM Legislative Network. The request is that school emails are not used for advocacy and advocacy should not take place during school hours. Ben suggested creating a flowchart of who to call with questions. Kirk stated that region legislative network members provide communication between region members and legislators. Region directors can be provided with a list of legislative network members in their regions. Kirk creates a weekly update and podcast that goes to all legislative network members. Rationale for Calls to Action are clearly defined so legislative network members have a script to use when contacting legislators. This rationale can also be forwarded to region SAM members.
- Goal 4: MAEMSP will promote and demonstrate the highest level of integrity and professionalism
 - 4.2: Stacy and Julie added “Did You Know”...Telling Your Story of Innovation and emphasizing the importance of school branding. Stacy stated that this goal is calling on individual MAMESP members to promote their schools to the public.

The Strategic Plan Committee will make the suggested changes and bring the final document to the board for approval at the first meeting in the fall.

5. New Business

1. 2022-23 Professional Development – [SAM LPLP](#), [SAM AI](#), [MCEL](#) – Discussion
Kirk reported that we are ready to launch SAM LPLP 2022-23. He stated that the online resources will include the opportunity for LPLP members to connect with administrators across the country through a new website called The Source. Kirk asked that board members promote the program to new principals in their region and also to experienced administrators who want to dialogue and network with other administrators on specific topics of interest. The registration fee is \$500.

Kirk reviewed the draft schedule for the SAM Administrators Institute (SAM AI). Many districts trade contract days so administrators can attend the conference without taking personal time. Teams use this time to plan upcoming programming. The focus zones are Recruitment and Retention of Quality Educators; Social, Emotional, Behavioral; and Innovations in Education. SAM will be launching the “Did You Know”... Telling Your Story of Innovation program during SAM AI.

Kirk reported that MCEL is scheduled for October 19 - 21 in Missoula at the Hilton Garden Inn. The theme will be around innovation.

2. [2022-23 SAM and Affiliate Board Meeting DRAFT Schedule](#) – Discussion
Board members expressed their interest in continuing with quarterly virtual meetings. The board expressed its approval of the draft schedule.

3. [2022-23 SAM Conference - Meeting DRAFT Schedule](#) – Discussion
Kirk reviewed the conference schedule.

6. Updates from Board Members

1. Executive Board – *Nicole, Shelley, Ted, Julie*

Nicole thanked the board for the opportunity to serve MAEMSP. She expressed her appreciation for Kirk’s mentorship and for having the opportunity to work with him. She thanked board members for continuing to serve the organization.

2. State Representative – *Kim*

Kim reported that the Zone 7 members have been discussing the national conference. The Zone 7 social will be an evening event. MAEMSP Board members expressed their interest in continuing with an evening social instead of moving it to a morning event as some Zone 7 members had suggested. Kirk suggested that each state recruit a sponsor to cover the cost of the state's contribution. The SAM office staff will help secure a sponsor if the board agrees that this is the route they would like to take.

3. Federal Relations/Advocacy – *Stacy*

Stacy reported that Congress passed the 2022-23 fiscal budget with an increase in education funding - not as much as was asked for but an increase nonetheless. Stacy has received a request for MAEMSP to sign on to a letter addressing the shortage of school-based mental health professionals. The request came from both NAESP and NASSP.

Jule Hornby made a motion to give Stacy the ability to sign the letter on behalf of MAEMSP; Barb Droessler seconded the motion.

Kirk stated that MAEMSP needs to be cautious when signing on to national legislation, especially during this political climate.

The motion failed.

The board thanked Stacy for bringing this topic to their attention.

4. Regions – *Region Directors*

- Western: Jessica reported that the western region had a meeting in April. They announced the new president and vice president for next year and discussed curriculum rotation and standards overview, the importance of social emotional learning, ESSER funds, student behavior, and Cass Rocco provided an overview of WCSPD offerings,. Rob Watson attended to introduce himself as the incoming SAM Executive Director to region members. Shelley stated that western region members pay region dues and the funds go toward a regional aspiring principal scholarship.
- Eastern: Ben plans to schedule a meeting for a Friday evening in May.

5. SAM Representatives – *Barbara, Marlin*

Marlin reported that the new SAM Executive Director contract was approved at the last meeting. Kirk will stay on as a consultant through the end of December. The SAM Board approved a dues increase of \$20/member for the 2022-23 membership year. A SAM President Elect was elected and will be announced soon. The following new business partners were approved: DotCom Therapy, Spectrum Enterprise, On to College, and First Call Solutions. Evaluation of SAM staff and their contracts were approved.

Barb encouraged board members to nominate students for the SAM Youth Endowment in the future. Nicole stated that she passed the information on to her teachers and was able to get two nominations submitted for students in need.

6. Middle School, OPI (vacant), Retiree Representatives – *Becky, Kareen*

Kareen reported that she is currently working on a list of retirees who will be recognized at the conference in January. The board considered the possibility of recognizing the retirees at the luncheon.

7. [Executive Director's Report](#) – *Kirk*

Kirk explained that the Executive Director's Report is created around the three strategic plan goals of SAM. He reviewed the history of SAM as indicated in the SAM 50 Year Anniversary Celebration video and invited board members to watch the video.

Kirk's report focused on the following:

- Leadership Involved in Decisions that Impact Education
 - SAM Strategy – Promote the Value Your School Brings to the Community: Last fall, the SAM Executive Board developed a strategy for school districts to use to communicate the value their school provides to the community. The strategy consists of the following four concepts:
 - Schools are a safe, healthy center for children to engage their academic, social, emotional and brain health education
 - School districts are the largest employer in a community
 - Schools are the social hub of a community
 - Schools are the pride of the community
 - Vacancy Report: Kirk reviewed the superintendent portion of the report stating that there has been an increase in administrative vacancies over the past few years. This report serves as a powerful tool during the legislative session.
 - K-12 Vision Project: the group that has set the path for education for the past two decades. Ten SAM members participated in strategic planning in March.
 - ARM Chapter 55, 57, 58 Update: SAM members have served on each of these task forces. Chapter 57: Some of the recommendations to the Board of Public Education by the state superintendent differ from the recommendations of the task force. The most onerous are those that allow Montana teachers licenses to be obtained by those with no proof of successful teaching experience or accredited education. Montana rules have protected against this in the past. MT-PEC wrote counter-proposals to the recommendations. Kirk stated that it is going to take all of us to fight against changes to administrative rule that would harm the quality of Montana public education. The result of the Chapter 58 review is similar. The Chapter 55 review is currently underway.
- Advocacy
 - Kirk reviewed the Advocacy webpage on the SAM website.
 - The Delegate Assembly Steering Committee (DASC) will meet after April 29 to review the proposed positions and resolutions as well as prepare the current advocacy package that will be reviewed during SAM Delegate Assembly in June.
 - Kirk stated that the SAM Legislative Network process is a mechanism for holding the legislature accountable and it has proven to make a difference during the legislative session.
 - CI-121 (property tax freeze) could possibly be on the ballot in November. MQEC Has joined the opposition to CI-121 and will provide SAM members with resources for communicating to community members the ramifications of this initiative on public education.
 - HB 279 Tax Credit created an opportunity for citizens to designate how their tax dollars are spent.
 - Parental rights - Kirk stated that no other entity reaches out to parents more than the public schools. Advocates of public education are going to need to counter this message. SAM is developing a project, "Did You Know"...Telling Your Story of Innovation, as a way for public educators to describe the innovative ways they are providing flexibilities to students. We have enlisted the aid of REL NW (WestED/Marzanno group) to put together a survey mechanism to gather the rich stories of innovation that school districts are currently doing. The information will then be disaggregated into useful categories (transformational learning, CTE opportunities, dual credit opportunities, etc) to help us tell the story. Kirk suggested that the MAEMSP board adopt this language ("Did You Know"...Telling Your Story of Innovation) in their strategic plan.
- The following Professional Learning and Services were discussed earlier in the meeting:
 - SAM LPLP
 - MACSS Spring Conference
 - SAM Week of Excellence and Delegate Assembly: June 8 - 10
 - SAM AI: July 25 - 27

- The 2022-23 SAM Membership Drive launched on April 12 with an email going to all district clerks asking them to renew their district's membership. Kirk asked board members to work with their district clerks to renew their membership and encourage region members to work with their district clerks.
- SAM Executive Director Succession Plan: Rob Watson will be in the ED position on July 1. Kirk will serve as a consultant until December 31.

8. MAEMSP Board Reorganization

1. Recognition of outgoing Board members – *Shelley Andres, Marlin Lewis, Julie Mickolio, Teresa Sprague*
2. Seating new Board members – *Mark Goyette, Kelly Kinsey, Cindie Togni, Roxie Benjamin, SW Director*
3. Recognition of outgoing President
Shelley thanked Nicole for her service to MAEMSP stating that she appreciates her ability to keep MAEMSP moving forward.
4. Seating of the new President

9. Future Meeting Dates

- MAEMSP Board Leadership Web Meeting 9-27-22 9:00 - 10:00 am
- [Board Meetings 2021-22 & Conferences 2021-22](#) and [SAM Web Calendar](#)
- [2022-23 SAM and Affiliate Board Meeting DRAFT Schedule](#) and [2022-23 SAM Conference - Meeting DRAFT Schedule](#)

10. Adjournment

Kim Ray made a motion to adjourn the meeting; Shelley Andres seconded the motion. The motion passed unanimously.

The meeting was adjourned at 3:24 PM

Respectfully Submitted,
Kim Scofield
Director of Professional Learning and Member Services