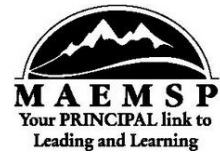


MAEMSP Reorganization Meeting DRAFT

Minutes 4-27-18



In attendance: Lance Boyd, Pam Meier, Kim Ray, Shelley Andres, Damian Droessler, Stacy Lemelin, Brenda Krueger, Bruce Whitehead, Kirk Miller, Pat Audet, Kim Scofield.

Uberconference: Jon Skinner, Craig Crawford, Dave Wick

Absent: Steve Fanning, Jon Konen, Dick Trerise, Rick Chrisman, Dale Olinger, Carole McKittrick, Aaron Griffin, Courtney Bake, Tad Schye

Meeting called to order at 10:10 by President Lance Boyd.

1. Introductions
2. Additions/Deletions to Agenda

Mega Issue Discussion: School Safety ([MT-PEC Safe Schools Project](#)) ([OPI Resources](#)) ([Student Walkouts-Protests](#))

Lance stated that school safety is an issue of discussion for him each day. Kirk referenced the resources that are available on the SAM website, the MT-PEC resource that includes an administrators guide to managing walk-outs, and the OPI resources. Kirk stated that knowing what is happening in the board member's schools is helpful so he and Pat can represent the needs of the SAM members. Brenda mentioned that great training is taking place in northwest Montana. Bruce mentioned that a lot of great things are also happening through the SAM LPLP TLE CLN and will benefit all districts in the state. Lance stated that GFPS is proactive about school safety and 73% of the staff has received active shooter training and is beginning to work with SROs to create parent-friendly methods to communicate the safety procedures to community members. The district has a locked-door policy and is focused on prevention. He also stated the importance of communicating with parents that coming to the school during an event is detrimental to the process. Kim Ray stated that many districts are installing cameras in buildings. She has had many parents ask about the school's safety policy. Many board members stated that their districts also have a locked-door policy. Pam stated that her district is proactive with continuous drills, instant call systems and adding SROs, active shooter training for all staff members, installing film to the windows that make them more difficult to break, and communicating with parents. She would like to communicate better with parents through newsletters, etc. Stacy mentioned that they have practiced lock-down drills, but not evacuation procedures. Lance stated that his school has practiced evacuation to two different sites. He has a good working relationship with the SROs and police department; staff members must always wear their ID badges and safety vest when outside. Brenda stated that some trainers train that students don't go to an evacuation site, but to leave campus. She stated the importance of parents asking their children where they would go and to have a plan. Damian stated that their new building will have a foyer before the entrance into the school. They also have a blue light system that indicates a lockdown. Stacy stated that her building has discussed having an audible tone that emits to indicate a lockdown. Bruce stated that a light is important for classrooms such as the band room where teachers and students would not hear an audible tone. Bruce stated that he has seen several districts that have window screens that do not allow people to see in from the outside especially at night. Lance stated that his district has placed cameras outside the schools that have a central command center that the district office and law enforcement can watch live instead of communicating via cell phone. Lance stated that practicing often in Great Falls has proven to be beneficial as students have followed the proper procedures when necessary. He has found that getting proper information to parents

has been found to be difficult during an emergency because the information changes so quickly as they realized during a recent shooter event at a high school. Kirk asked how many districts have had a threat type incident since February 14th that has forced safety procedures to be enacted: Lance, Dave, Shelley (active shooter in a neighborhood 7 miles away). Lance stated that there have been approximately 12 - 14 threats in the district since February. He stated that coaching and educating local law enforcement is important. Kirk stated that the key themes of this discussion are effective communication with response teams and districts being part of local emergency response teams. Kirk asked the board members to reflect on their ability to remain calm and communicate efficiently during an emergency and keeping their students safe. Jon Skinner stated that in a community of 5000 people they have been communicating with law enforcement that attacks may happen at more than one school at a time and for the officers to have a plan for this. Kirk stated that sessions around school safety, including cyber security, are planned for SAM Administrators Institute 2018. He asked that board members continue to promote SAM Administrators Institute to the members in their regions.

3. Approval of Minutes

1. [MAEMSP Board Meeting DRAFT Minutes 11-29-17](#)

Craig Crawford made a motion to approve the minutes; Brenda Krueger seconded. Motion passed unanimously.

2. [MAEMSP MASSP Joint Executive Board Meeting DRAFT Minutes 4-4-18](#)

Stacey Lemelin made a motion to approve the minutes; Pam Meier seconded. Motion passed unanimously.

3. [MAEMSP Business Meeting DRAFT Minutes 4-5-18](#)

Craig Crawford made a motion to approve the minutes; Damian Droessler seconded. Motion passed unanimously.

Brenda asked to amend (friendly) the minutes to add “a proposed bill” in reference to IDEA funding to her Federal Relations Report. This was agreed to by the board members.

4. [MAEMSP MASSP Joint Executive Board Web Meeting DRAFT Minutes 4-19-18](#)

Lance stated that this was a meeting that took place to discuss the future of the Montana Principals Conference. Both organizations approved combining conferences again in 2019. It was approved unanimously by MAEMSP and 3-1 for MASSP. It was recommended to hold the conference on Sunday – Tuesday (January 27-29, 2019), instead of Wednesday - Friday.

Stacy Lemelin made a motion to approve the minutes; Brenda Krueger seconded. Motion passed unanimously.

4. Old Business

1. Consideration of [MAEMSP Proposed Budget 2018-19](#)

Kirk referenced the MAEMSP Proposed Budget 2018-19. He stated that the revenue from the Montana Principals Conference 2018 was approximately \$8000. The budget is based upon 324 active members and taking into account the increased travel expenses for national conferences. **Damian Droessler made a motion to approve the proposed budget, Craig Crawford seconded. Motion passed unanimously.**

2. Appointment of MAEMSP Board members

Lance stated that Jon Skinner is taking Tad Schye's place as NE director as Tad has accepted a job in North Dakota next year. Also because of Shelley's election to MAEMSP Vice President, Aaron Griffin will be the new Western MAEMSP director. Both of these appointments will be for a one-year term. Lance asked the board members for assistance in finding members for Rick Chrisman's position as SAM Board Representative and for Bruce Whitehead's position as Retiree Representative. Lance stated that he thinks Bill Salonen may fill this position.

3. Montana Principals Conference 2018 Report ([Evaluation](#))

Lance thanked Pam and Joel Graves, MASSP President, for planning a great conference. Kirk stated that the conference was successful and the speakers that were present felt valued. Kirk commended the organization for their professionalism and providing high-quality professional learning. Kirk stated that the cost of speakers needs to be taken into account when planning next year's conference because the proposed budget is projecting a \$15,000 profit. Brenda asked if the proposed budget projected the cost of the speakers to be split evenly between MAEMSP and MASSP. Kirk stated that it was agreed upon by the executive boards to split the expenses and the revenue according to the percentages dictated by each affiliate's conference attendance. Lance stated that he heard comments that Fairmont was a difficult venue to attend. Lance stated that in the past districts have paid a fee to reserve a certain number of registrations for that district. Pam stated that her intent was to find full-day speakers to save on travel expense but found it difficult to find speakers that would present all day. She has heard positive comments about the speakers. She also stated that attendees would like more time with vendors. Stacy stated that she heard several positive comments that attendees felt very motivated after the conference. Craig stated that he and Peter have begun contacting speakers and will take all comments into consideration for future planning.

4. Consideration of Montana Principals Conference 2019 ([Joint Exec Brd Mtg DRAFT Minutes 4-19-18](#))

Brenda Krueger made a motion to hold a joint Montana Principals Conference 2019, Shelley Andres seconded. Motion passed unanimously.

5. New Business

1. [2018-19 MAEMSP Board Meeting Schedule](#) and [Calendar of Events](#)

Kirk referenced the Calendar of Events and stated that the NDP will be recognized at the Evening of Excellence and the MAEMSP President will present the award. Kirk stated that the NAESP Conference is in Orlando in July of 2018 and in Spokane in 2019 and the Montana Principals Conference will be held January 27 - 29, 2019. Kirk stated that a board meeting is scheduled on November 28, 2018. He asked the board members to consider scheduling board web meetings throughout the year. Meetings were set for October 2, 2018 at 9:00am and March 5, 2019 at 9:00am. Pam suggested scheduling the MAEMSP Board Reorganization Meeting for April 29, 2019.

2. NAESP Membership Revisions for 2018-19

Pat stated that NAESP have made changes to the dues structure after SAM had launched the 2018-19 membership drive, so dues did not change for 2018-19. NAESP changes:

- 1) Assistant Principals now pay \$195 to NAESP instead of \$235. MAEMSP is still charging \$425 for Assistant Principal membership.

- 2) NAESP is combining Emeritus and Emeritus Retiree for \$120 instead of \$138.
- 3) NAESP is adding an Institutional Active membership for \$280 instead of the \$235 fee for Active membership. Institutional Active membership provides twice the amount of publications.

These changes will need to be considered for 2019-20 membership. Lance asked why NAESP is identifying assistant principals. Pat stated that he isn't sure why as the prices are the same. Brenda thinks it may be that some assistant principals may want to join both NAESP and NASSP, especially for those states that do not require both a state and national membership. Dave stated that he also does not know as the changes were made by NAESP staff and that membership dues change as membership numbers decline. Lance asked if it is typical for states to follow the national membership price changes. Kirk stated that changes to the national dues must be adopted but it is MAEMSP's decision how they want to reflect those changes in their dues structure. Pat referenced the breakdown of membership dues for each \$425 Active Membership: \$235 to NAESP, \$20 to MAEMSP, \$160 to SAM, and \$10 to SAM Youth Endowment.

6. President's Report/Message - *Lance Boyd*

1. Update on MAEMSP Strategic Plan

Lance reported that he tried to keep the pace going and adhere to the fourth goal of the strategic plan when he ran the awards banquet at the Montana Principals Conference 2018. He stated that it is important to remember MAEMSP's core values as an organization and asked board members to reflect on the fact that they are representatives of the MAEMSP organization.

2. MAEMSP Election 2018 Report – Vice President (Shelley Andres), NE Director (Jon Skinner-Appointed), NC Director (Kim Ray), W Director (Aaron Griffin), **SAM Representative (??), Retired Ad Hoc Representative (??)**

Lance again asked board members for suggestions of members who can fill the empty positions. Lance thanked the entire board for supporting him as an MAEMSP board member. He believes that we need to continue to advocate for public education.

7. President-Elect's Report - *Pam Meier*

Pam reported that the conference was already been discussed previously in the meeting.

8. Vice President's Report - *Craig Crawford*

9. Past President's Report - *Jon Konen*

In Jon's absence, Lance thanked Jon for all that he has done for Montana education and for his time and effort dedicated to MAEMSP and SAM as a whole.

10. State Representative's Report – *Carole McKittrick*

In Carole's absence, Kirk read the minutes from the 4-5-18 MAEMSP Business Meeting. Kirk stated that Carole is a great connector between MAEMSP and NAESP.

11. Federal Relation Coordinator's Report – *Brenda Krueger*

Brenda reported that the legislators approved funding, but the President has been talking about rescinding the bill. This needs to continue to be watched and visiting with Montana legislators may be necessary. She reported that the Military Education Savings Act is new and provides vouchers for military students to receive online education. She reported that even many military members are not in support of this act. Brenda referenced the Advocacy toolkit on the NAESP

website and encouraged members to login to the NAESP website and keep up to date with advocacy issues through this toolkit.

12. Regional Directors' Reports – *Regional Directors*

- North Central: Lance thanked Courtney for her service. Courtney sent a message read by Kirk. In the message, Courtney thanked everyone for supporting her. Lance welcomed Kim Ray as the new NC Director.
- Eastern: Stacy reported that she is sending a survey to members in her region to ask how the region can best support them.
- Western: Shelley reported that a meeting will be held on May 8th. The meetings are held at Nine Pipes and serve as a round table discussion along with guest speakers. Shelley thanked Lance for offering the opportunity to build relationships and support through the board meetings
- Southwestern: No report
- Northeastern: No report
- Regions requested that MAEMSP Regional Community Forums be established for their use to communicate region issues with the members. The SAM office will implement this beginning in the 2018-19 school year.

13. MAEMSP Representatives Reports

- a. SAM Board Representatives – *Dale Olinger & Rick Chrisman*
No report
- b. Middle School Representative – *Damian Droessler*
Damian reported that he has begun to gather names of people new to their positions to reach out to them about MAEMSP membership. He asked for names of people the board members know about.
- c. Retired Ad Hoc Representative – *Bruce Whitehead*
Bruce reported that Delegate Assembly is coming up in June and a steering committee meeting will take place in May. Bruce stated that he tries to stay on top of what is happening the Teachers Retirement System and be sure it is protected. He stated that it has been an honor to serve on the board. Lance thanked Bruce for all he has done for MAEMSP.
- d. OPI Ad Hoc Representative – *Dick Trerise*
No report
- e. NAESP Report – *Dave Wick*
No report

14. Delegate Assembly Steering Committee Rep Report – *Bruce Whitehead*

- a. MAEMSP Delegate Selection for [Delegate Assembly](#)
Lance stated that he was unable to find a delegate from the northeast region so an alternate will need to fill the position. Kirk stated that alternates can be placed as delegates up until June 7th. Brenda stated that Marlin Lewis is interested in serving on Delegate Assembly next year.

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

Kirk referenced his report focusing on the following:

- 1) Advocacy - Kirk referenced the Proposed Positions and Resolutions that were due today. The Steering Committee will go through positions and resolutions before presenting them to the delegates. Kirk stated that the positions and resolutions that make it through

delegate assembly dictate the stance that SAM takes on legislative issues. Bruce asked for feedback from the Board members concerning issues so he knows the views of the MAEMSP membership. Kirk briefly focused on resolutions and positions around school safety, accreditation standards and funding, and the grace period for registering educator licensure.

- 2) Kirk stated that the SAM Administrators Institute will provide a rich agenda for professional learning and asked board members to help promote the conference.
- 3) Kirk referenced the SAM Leaders Professional Learning Program and the innovations considered for 2018-19. He urged MAEMSP members to register for this professional learning opportunity.

16. MAEMSP Board Reorganization

1. Recognition of outgoing Board members – *Courtney Bake, Rick Chrisman, Tad Schye, Jon Konen, Bruce Whitehead*

Lance thanked the outgoing members and presented Bruce with a plaque of recognition.

2. Seating new Board members – *Shelley Andres, Aaron Griffin, Kim Ray, Jon Skinner, SAM Rep., Ad Hoc Retiree Rep.*

Lance welcomed and thanked the new Board members.

3. Recognition of outgoing President

4. Seating of the new President

Lance presented the MAEMSP gavel to Pam and welcomed her as the new MAEMSP President.

17. For the Good of the Order

Pam thanked Lance for all of his work as President.

Shelley Andres made a motion to adjourn the meeting; Stacy Lemelin seconded the motion. The motion passed unanimously.

Meeting adjourned at 1:33

Respectfully Submitted,
Kimberly Scofield
Communications Specialist