

META Board Meeting DRAFT Minutes

Tuesday, January 7, 2020

9:00 am – 12:00 pm

SAM Office or [UberConference](#)



In attendance: Brian Norwood, Everett Holm, Mindy Obert, Carol Phillips, Brad Somers, Rich Lawrence, Glenn Wehe, John Jensen, Branson Rogers, Paul Kozlowitz, Scott Baldwin, Talia McCurdy, Kirk Miller, Kimberly Scofield

Not in attendance: Kelly Veis, Travis Baumann

Guest: Michael Sweeney, OPI

Agenda

Call the Meeting to Order and Introductions – *Brian Norwood, President Presiding*

President Norwood called the meeting to order at 9:05 AM and provided introductions.

1. Approval of Agenda

The agenda was approved as presented with addition of New Business item 3.

2. Approval of [META Board Leadership Web Meeting 12-18-19 DRAFT Minutes](#) [Action]

Everett Holm made a motion to approve the minutes; Paul Kozlowitz seconded the motion. The motion passed unanimously.

3. Mega Issues Discussion - Student Data Privacy/Terms of Service META Project Progress Update – [HB 745 – META Drive](#) – [MTSPA](#) – *Brad & Carol*

Carol introduced the four training videos that she created to assist administrators in implementing student data privacy and submitting terms of service contracts for their districts. The videos are closed captioned and the transcripts will be uploaded to the [Montana Student Privacy Alliance website](#) along with the videos. The videos were added to the META shared Google drive (META>TOS/DPA>Training Videos) that is accessible by all META Board members. Brian asked that board members review the training videos by Monday, January 13th and email Kirk and Kim their approval. Carol asked that those board members who haven't done so to please join SDPC by January 13th. The SAM office will distribute the information once the videos are approved by the META board. Marketing materials will be sent out through emails to the SAM membership, affiliate community forums, and social media on January 15th. Kirk will have the opportunity to speak about the project on META's behalf when he is presenting at the Education Interim Committee on January 16th. Kirk will also communicate with Rep. Andrea Olson (sponsor of HB 745) so she understands the process that was carried out by META to implement the bill she sponsored. OPI will field questions districts have once the project materials are launched. Joining SDPC is free of charge because OPI paid the fee for all Montana school districts to join. Brian thanked Carol and Brad for all of their hard work on this project.

4. Old Business

1. Review of the [META Strategic Plan](#) – *Brian Norwood*

Kirk reviewed the META Strategic Plans and the strategic objectives focusing on the following:

- 1.4 Membership: Kirk mentioned that the target membership number for META is 107 and META currently has 103 members. He asked directors to reach out to potential members in their regions.
- 1.7 Interoperability: Rich stated that interoperability is a focus of CoSN state chapter leaders. Rich will report on this topic after he returns from the CoSN conference.
- 1.8 Awareness of Education Technology Innovations: Kirk stated that esports will need to be looked at in the near future.
- 2.1 Advocacy: Kirk asked that Rich and Brian begin seeking META delegates to participate in SAM Delegate Assembly in June.
- 2.4 Shared Support Model: Prepare a draft concerning META Community Forums and communication tools for review of the Membership at the annual meeting in March
- 3.3 Provide Educator Tech Training: The key issue for educator tech training is currently MPOPIPA and student data privacy. The same type of training may need to happen around cybersecurity.

Rich stated that he attends NW MASS region meetings and feels that his attendance is well received. Carol stated that she tries to attend SC MASS Meetings quarterly. Brad attended 4Rivers last year, but not this year. Kirk referenced the MASS Board of Directors roster so META directors know who the MASS Board members are in each region. Kirk will send region meeting information to META Board members.

2. [META Financial Statement 2nd Quarter as of 12-31-19](#) – *Kirk Miller*

Kirk reviewed the financial statement as of 12-31-19 stating that revenue will begin to come in as conference registrations are submitted.

3. [META Membership 2nd Quarter as of 12-31-19](#) – *Kirk Miller*

Kirk reviewed the report and stated that SAM currently has 1074 members - a historic record. Brian reminded board members to reach out to potential members in their regions. Everett stated that the SDPC/TOS project is a great marketing tool for potential META members.

4. MASS/[METAtechED Spring Conference 2020](#) – *Everett Holm*

Everett reported that Colet Bartow will present on Interoperability. A celebration of broadband expansion will take place at the conference with Governor Bullock and Education Superhighway President, Evan Marwell, in attendance. The conference registration form is live on the SAM website along with the Business Partner/Sponsor registration. Break out sessions have not been finalized. Paul and Everett suggested a session on esports possibly with MHSA participation. Carol suggested adding MakerSpace/Photoshop Lab to the conversation. Paul would like to help put this session together. Mindy stated that Bytespeed presented on esports at the 4Rivers region meeting and they may be interested in presenting at the conference. Kirk suggested that Everett work with Gary to organize presenters for the breakout sessions. MPOPIPA, a working session on SDPC/TOS, and cybersecurity were also mentioned as topics for breakout sessions.

5. [META Awards Program](#) Review – [META Technologist of the Year](#), [META Empowered Superintendent of the Year](#), META Years of Service Pins – *Everett Holm & Brian Norwood*
Everett stated that nomination forms will open on January 15th. SAM Years of Service pins will also be presented at the conference. Kim stated that META President-Elect Application forms will go out on January 24, 2020.
6. LPLP Trusted Learning Environment ([TLE](#)) [CLN](#) Update – *Rich Lawrence, Paul Kozlowitz, Brad Somers, Carol Phillips*.
Paul stated that Missoula is getting ready to apply for the TLE seal. The focus of the TLE CLN has been on the Terms of Service Project. Brad stated that the SDPC and TOS information will help districts when applying for their seals. Brad will upload information to the shared drive.
7. Review E-Rate Category 2 USAC Rule Changes [Email Notice](#) [Reform Presentation](#) [Reform Summary Chart](#) – *Board*
Kirk reviewed the resources pointing out that they will hopefully help META board members with the implementation of the rule changes.
8. NE Regional Director Vacancy and filling the position – *Brian Norwood*
Everett will reach out to Chris Cox in Lambert.

5. New Business

1. Cybersecurity – *Board* [Ransomware Article](#)
2. Hack Attacks – *Michael Sweeney, OPI*
Michael stated that he would like feedback from META board members. Cyber attacks are happening in Montana but since there is not currently a recording requirement it is difficult to know how many attacks are. He thinks that having firm data would be helpful when seeking legislative assistance. He stated that the department of administration was successful in establishing legislative funding during the last session and he would like to see the same thing happen for our schools. Everett stated that he would like to see common guidelines for districts to follow and possibly approaching KnowBe4 (security awareness training) as a group. Brad suggested a state provided-type firewall to provide common data. Michael stated that KnowBe4 is great for training and cooperative pricing may be available. Carol stated that she would like to see state-level pricing contracts for antivirus programs, firewalls, etc. Michael will pass on information about technology contract resources to the SAM office. He will also reach out to his contacts at the Department of Administration as possibly conference presenters. Resources will be sent to members following the conference using the META communication channels. Brad stated that from an advocacy standpoint there are erate guidelines that districts must follow that don't allow them to join state and federal government entities. Kirk asked that Rich consider drafting a resolution/position statement for Delegate Assembly that would provide funding to districts for student data protection and cyber security. Carol provided information about a Security Education Initiative that has been launched in North Dakota by Palo Alto (a firewall company). Everett, Rich, and Carol will schedule a call with Palo Alto. Rich stated that funding unfortunately remains an issue with cybersecurity and protection. Kirk stated that school safety funding can be used for district cybersecurity. Carol suggested a possible conference session on how districts can access school safety funding for cybersecurity. Carol suggested referring people to the CoSN

Cybersecurity Rubric as a method of gathering data. She suggested adding a discussion about this rubric to a conference session. Branson provided a link to the CoSN Cybersecurity Checklist. Michael stated that he would like to continue to be part of these conversations with the META Board.

3. **Erate – Future thoughts considering ESH gone in the Spring (added item 1/6/20) – Kirk**

Kirk reported that EducationSuperHighway (ESH) will sunset this spring. He has had discussions with ESH about what will happen in the future with schools and libraries that don't have access to Erate funds. The following suggestions came from the Montana Broadband Initiative: State coordination of Erate consultants that would work with school districts, regional oversight of Erate consultants. Kirk asked board members to consider the role META would take on such proposals and to reflect on the previous META Erate Consultant project strategies that the board considered in 2017-18 (dropped because of the services provided by ESH).

MPOPIPA discussion with Michael - Brad stated that an added benefit of this project is that it also provides the sharing of vetted resources along with protecting student data. The training videos will be uploaded to the Student Data Privacy Alliance website. On January 15th, marketing materials from SAM and OPI will point members to the Student Data Privacy Alliance website. Michael will work with his team to market the project. SAM/META will share marketing resources with Michael and the META Board. OPI is ready to answer questions about security, but OPI will forward other questions to Brad, Paul, and Carol. Legal questions can be sent to MTSBA. Additional training pieces can be created depending on what questions are being asked. After the January 15th launch, an email response system could be created that Brad, Carol, Michael, and Paul will have access to if it is found to be necessary as questions begin to come in.

Brian thanked Michael for his help on this project and invited him to future META Board meetings.

6. **President Report – Brian Norwood**

Brian thanked everyone for their hard work on META's many accomplishments this year.

7. **CoSN State Chapter and Regional Director Reports**

- **CoSN State Chapter – Rich Lawrence**

Brian and Rich will be attending the CoSN conference in March and will provide a report at the next meeting.

- **South East – Branson Rogers**

Branson reported that he is scheduling a meeting soon to discuss HB 745 implementation.

- **South Central – Carol Phillips**

Carol reported that she is also scheduling a meeting to discuss Terms of Service implementation and also to compile interests from other regional members.

- **Central – John Jensen & Scott Baldwin**

John reported that the last meeting included Terms of Service discussions. He stated that the Belt Public Schools technology director has attended the region meetings and plans to join META. Scott reported that esports and vape detection were also discussed at the meeting.

- **4 Rivers – Mindy Obert & Brad Somers**

Mindy reported that ByteSpeed presented on esports. Brad stated that a Promethean Panel was given to the meeting attendees that will be shared among those at the meeting.

- Western – *Paul Kozlowitz*
Paul reported that he is scheduling a meeting to discuss Terms of Service implementation and conference attendance.
- Northwest – *Glenn Wehe*
No report
- North Central – *Talia McCurdy & Everett Holm*
Everett reported that ByteSpeed presented at the last meeting on vaping and esports. Browning has installed four vaping detectors. He will schedule a Terms of Service working session soon. Talia plans to meet with region MASS members to discuss Terms of Service implementation.
- Hi Line – *Kelly Veis & Travis Baumann*
No report
- North East – *Vacant*

8. **Advocacy Update** – *Rich Lawrence & Kirk Miller*

1. [SAM 2019 Advocacy Priorities, Positions, Resolutions Approved 10-18-19](#)
Kirk referred board members to the advocacy package and reviewed the SAM Advocacy Priorities 2019-20.
2. Legislative Interim Advocacy – [Committees](#), [Upcoming](#) and [Legislative Week](#) (Jan 13-17)
Kirk stated that SAM will be tracking everything happening during Legislative Week that relates to the SAM Advocacy package.
3. [Federal Issues](#) Update
Kirk reviewed the recent increase to federal education funding.
4. [SCOTUS](#) Espinoza vs. MT Dept. of Revenue – [SCOTUS Blog](#), [Ballotpedia](#), MQEC [update](#)
Kirk reported that the U.S. Supreme Court will be hearing the Espinoza vs. MT Dept. of Revenue case on January 22nd. The decision will impact public education funding in Montana.

9. [Executive Director Report](#) – *Kirk Miller*

Kirk invited board members to review the report.

10. **Open Discussion** - Items brought to the Board by Regional Directors

11. **Adjourn**

Mindy Obert made a motion to adjourn the meeting; Carol Phillips seconded the motion.

The motion passed unanimously.

The meeting was adjourned at 11:47 AM.

META CALENDAR

[2019-20 SAM Conference - Meeting Schedule](#)

[2019-20 SAM and Affiliate Board Meeting Schedule](#)

Next META Board Leadership Web Meeting is scheduled Wednesday, 2-19-20, 1:00 – 2:00 pm or Wednesday, March 18, 1:00-2:00 pm is on the calendar – Both of these meetings could be cancelled as the next META Board Meeting would be on Sunday, March 22, 2020 at 6:00 pm prior to the Conference.

Brad made a motion to cancel both the 2-19-20 and 3-18-20 meetings; John Jensen seconded the motion. The motion passed unanimously.

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