

META Board Web Meeting DRAFT Minutes

Wednesday, April 15, 2020

9:00 am – 12:00 n

[UberConference](#)



In attendance: Brian Norwood, Everett Holm, Carol Phillips, Brad Somers, Branson Rogers, Paul Kozlowitz, Scott Baldwin, Talia McCurdy, Kelly Veis, Adam Toombs, Kirk Miller, Kimberly Scofield
Not in attendance: John Jensen, Mindy Obert, Rich Lawrence, Glenn Wehe, Travis Baumann

Guest: Andy Hanks – Chief Information Security Officer, Montana Department of Administration; Michael Sweeney – Chief Data Officer, Montana Office of Public Instruction; Dennis Reak – Palo Alto Networks on Cybersecurity government resources; Kevin Nolten – Director of Academic Outreach, Cyber Innovation Center, National Integrated Cyber Education Research Center (NICERC)

Agenda

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

President Norwood called the meeting to order at 9:04 AM and entertained introductions.

1. Approval of Agenda

2. Approval of [META Board Meeting 1-7-20 DRAFT Minutes](#) [Action]

Everett Holm made a motion to approve the minutes; Carol Phillips seconded the motion. The motion passed unanimously.

3. Mega Issues Discussion – META Cybersecurity Project (Strategic Plan Objective 1.8)

- Andy Hanks – Chief Information Security Officer, Montana Department of Administration
- Michael Sweeney – Chief Data Officer, Montana Office of Public Instruction
- Dennis Reak – Palo Alto Networks on Cybersecurity government resources
- Kevin Nolten – Director of Academic Outreach, Cyber Innovation Center, National Integrated Cyber Education Research Center (NICERC)
- [CoSN Resources](#)

Kirk presented the discussion stating that one of the objectives (1.8) of META's strategic plan is around cybersecurity as it impacts schools in Montana. The guests provided introductory comments. Andy Hanks discussed the need for standardizing an education network in the state that provides internet access to all students. Michael Sweeney discussed the alliance formed from the passage of HB 745. Dennis Reak discussed the shortage of cybersecurity professionals and the work Palo Alto Networks has done with NICERC. Kevin Nolten discussed NICERC that creates a K-20 pipeline of free curriculum resources. NICERC has a grant through Homeland Security with a goal to educate students to become cyber literate. Carol stated that she would like to see a way for the state to purchase KnowBe4 and Palo Alto for every district. Paul asked for suggestions for how to communicate the importance of cyber curriculum to district leaders. Kevin stated that he is willing to be on a townhall type call with curriculum directors from Montana. He suggested getting principals on board also and provide regional training to educators. Kirk stated that META projects draw the attention of administrators in Montana and the information around this type of project would be communicated to the MASS regions.

Kirk reviewed the cybersecurity resources available on the CoSN website.

4. Old Business

1. Review of the [META Strategic Plan 2019-23](#) Progress – *Brian Norwood*

Carol asked if we need to include the cybersecurity curriculum and interoperability to the strategic plan. These topics are included in the strategic plan and will be evaluated at the retreat in the fall.

2. [META Financial Statement 2019-20 as of 3-31-20 with Proposed Budget 2020-21](#) – *Kirk Miller*
Kirk reviewed the financial statement and proposed budget. He stated that the CoSN Conference was not canceled but some refunds are still expected. META will be approximately \$5000 over-expended at the end of the year. META's net worth is approximately \$38,000. Currently, META's revenue sources are through conferences and membership. META could establish a project that would create revenue.
3. Consideration of META Member Fees for the 2020-21 LPLP ([TLE](#)) [CLN](#) [Action]
Carol stated that the goal of the TLE is to eventually share the resources with the META membership. Talia questioned the length of time that META will continue to pay and wondered if the focus should be shifted since much has changed over the past three years with trusted learning environment standards. Brad stated that he believes the TLE framework is valuable. Carol suggested that META pays \$250/participant and each district pays the other part of the LPLP registration for those wanting to participate for one more year. Adam suggested that the TLE CLN member fees should be eliminated from the META budget since there won't be conference revenue this year.

Talia made a motion to eliminate META member fees for 2020-21 TLE CLN from the budget; Kelly Veis seconded the motion. The motion passed unanimously.

4. [META Membership](#) – *Kirk Miller*
Kirk reviewed the membership report stating that there are possibly two META memberships coming in.
5. [MASS/METAtechED Spring Conference 2020](#) – *Everett Holm*
Everett discussed moving some of the technology workshops to the summer institute. Carol asked when planning for the 2021 conference can begin. Brian stated that conference planning is a duty of the META President-Elect. Carol stated that she may send a survey to the META members to find out who they would like to see as a keynote presenter at the conference.
6. META Awards – [META Technologist of the Year](#), [META Empowered Superintendent of the Year](#),
META Years of Service Pins – *Everett Holm & Brian Norwood*
Everett discussed the possibility of recognizing the awards at the summer institute. Kirk stated that the SAM Delegate Assembly, Evening of Excellence, and SAM golf scramble have been rescheduled for July 26-30 during SAM Administrators Institute. He suggested that META members submit a call for presentations for the institute.
7. META President-Elect – *Brian Norwood*
A ballot including the candidate's bio will be emailed to the META membership on Thursday, April 16th. The ballot will be open for 14 days.
8. [Montana Student Privacy Alliance](#) Update – *Brian Norwood, Brad Somers, Carol Phillips*
Kirk stated that as Michael Sweeney mentioned, OPI does not have appropriate staffing or protocols in place to answer the MTSPA questions coming in during the COVID-19 pandemic. He stated that Governor Bullock's directive provided a delay in the implementation of HB 745 until July 1, 2020. Carol stated that she has found that the FAQ section on the OPI website needs to be updated. She would like to see a resource created to help people use the website. She also feels the contract posted on the website needs to be updated. She would like to have a contact at OPI who could update the website. She has questions about how to get information to districts about contract addendums for applications such as MTDA, Infinite Campus, Class Dojo - apps used by many districts in the state. Brad stated that he believes MTDA does not need to sign a contract because they are a state entity. Brad stated that there is a lack of funding provided to implement HB 745 that needs to be addressed at the legislative level. He suggested that META

gather the necessary information to draft a letter of public comment to Pad McCracken asking for funding and provide definitions needed within the bill. Kirk stated that this topic is on the Education Advocates Meeting Agenda (OPI called meeting of the Education Partners). At the meeting, he will discuss the following:

- FAQ page needs to be updated,
- MTSBA attorneys have recommended an updated contract that needs to be posted on the website,
- requirements for MTDA and Class Dojo,
- legislation that would fund MTSPA.

Kirk will also communicate that it is not sustainable for META members to continue to contribute to the project. He suggested working through the SAM advocacy process, with assistance from MTSBA and OPI, to write language for funding legislation. Carol stated that she can upload the most current version of the contract to the MTSPA website. She suggested reaching out to CoSN to make this a federal issue. Talia stated that tech directors in the NorthCentral region are finding it difficult to get individual contracts signed. She would like to see district and school leaders take ownership in the project. Kirk stated that the gateway for META to report the project to the other SAM affiliates is through the META President's report at SAM board meetings.

9. USAC FY 20 Category 2 Budget Tool – *Brian Norwood*

Board members are not using the budget tool.

10. META E-Rate Support Memo status – *Brian Norwood*

Kirk referenced the META Board Forum message posted by Rich Lawrence about CoSN's effort to address the homework gap by submitting a message to the Montana Congressional Delegation and the President.

11. NE Regional Director Vacancy and filling the position ([META Board Rotation](#)) – *Brian Norwood*

Kirk reviewed the rotation schedule. Scott Baldwin stated that Adam Toombs will be taking John Jensen's place as Central region co-director. Kirk stated that the board members should be in place before the May 20th META Board Reorganization Meeting. Talia will recruit another co-director for the North Central region. Kelly stated that Robert Parker may be taking Travis Baumann's place as a Hi-Line co-director.

5. **New Business**

1. Consideration of META request for added seat of representation on the SAM Board Discussion

Kirk stated that each affiliate has one seat on the SAM Board of Directors for every 60 seats approximately. He recommended that the goal for META should be to have 120 members before requesting another seat on the SAM board.

6. **President Report** – *Brian Norwood*

Brian reported that he appreciates everyone's efforts to continue to move education along during the school closures.

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

- CoSN State Chapter – *Rich Lawrence*

- South East – *Branson Rogers*

Branson reported that a region meeting was held in February. He hopes to continue to offer both in-person and digital meeting connections. He stated that he presented information about HB 745 at the South East regional MASS meeting.

- South Central – *Carol Phillips*

Carol reported that she presented a student data privacy workshop. She attends South Central region MASS meetings when she can.

- Central – *John Jensen & Scott Baldwin*

Scott reported that he and Adam will plan future meetings. He thanked everyone who contributes to the META listserv stating that the dialogue has been a great resource.

- 4 Rivers – *Mindy Obert & Brad Somers*
Brad reported that he met with the 4-Rivers MASS members and provided information about HB 745. His meeting with the region school business officials was cancelled due to school closures.
- Western – *Paul Kozlowitz*
Paul reported that the scheduled meeting was cancelled due to school closures.
- Northwest – *Glenn Wehe*
No report.
- North Central – *Talia McCurdy & Everett Holm*
Talia reported that the region members have been trying to meet every week or two to help each other navigate school closures. He met with regional superintendents about implementing MTSPA. The region META members have been working on a cybersecurity and information security training framework.
- Hi Line – *Kelly Veis & Travis Baumann*
Kelly reported that the members in her region are working to get information out to their students during school closures.
- North East – *Vacant*

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

1. Legislative Interim Advocacy – [Committees, Upcoming](#)
2. [SAM Delegate Assembly 2020 – Call for Positions and Resolutions – Delegate Selection](#)
 - [SAM 2019 Advocacy Priorities, Positions, Resolutions Approved 10-18-19](#)
3. [Federal Issues](#) Update

Kirk thanked the board members for their commitment to META and the work they have accomplished. He reviewed the Legislative Interim Education Committee schedule. He reported that SAM Delegate Assembly has been rescheduled for July 30th and the deadline to submit positions and resolutions has been extended to June 1st. He asked board members wanting to serve as delegates to contact Brian. He reported that recent federal advocacy has been addressing the homework gap.

9. **Executive Director Report** – *Kirk Miller*

Kirk referenced the Executive Director Report focusing on the 3rd quarter activities listed in the Strategic Plan Report and the SAM Administrator Vacancy Report that will eventually help with recruitment and retention of Montana administrators by serving as a basis for longitudinal data for SAM to track. He invited board members to review the Executive Director Report.

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

11. **Adjourn**

META CALENDAR

[2019-20 Conference - Meeting Schedule](#) & [2019-20 SAM and Affiliate Board Meeting Schedule](#)
[2020-21 SAM Conference –Meeting DRAFT Schedule](#) & [2020-21 SAM and Affiliate Board Meeting DRAFT Schedule](#)

Next META Board Reorganization Meeting is scheduled Wednesday, 5-20-20, 9:00 – 12:00 n

Adam Toombs made a motion to adjourn; Carol Phillips seconded the motion. The motion passed unanimously.

The meeting was adjourned at 12:00 PM.

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