

# META Board Meeting DRAFT Minutes



May 15, 2019

9:00 AM – 12:00 PM

[UberConference](#)

**In attendance at SAM Office:** Brian Norwood, Everett Holm, Mindy Obert, Brad Somers, Gary Wagner, Kim Scofield

**UberConference:** Rich Lawrence, Branson Rogers, Glenn Wehe, Talia McCurdy, Travis Baumann, Kelly Veis, Scott Baldwin, John Jensen, Paul Kozlowitz, Carol Phillips, Branson Rogers, Kirk Miller

**Not in attendance:** Colleen Drury, Todd Lark

Presiding – *Brian Norwood*, META President

## AGENDA

### **Call Meeting to order**

The meeting was called to order at 9:01 AM

### **Approval of Agenda**

**John Jensen made a motion to approve the agenda; Glenn Wehe seconded the motion. The motion passed unanimously.**

### **Approval of [Minutes from March 18, 2019 Board Meeting](#)**

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

**Mega Issue Discussion – [2019 Legislative Update](#) (Discussion during the Executive Director Report)**

### **Old Business**

#### 1. METAtchED 2019 Conference Report ([Evaluation](#))

Brian stated that METAtchED 2020 will be held with MASS at the Delta Colonial in Helena. The MASS President, Mike Perry, will be planning the conference with Everett. John stated that he thinks the agenda from 2018 should be followed since that conference was also held in conjunction with MASS. The board members expressed that they feel an open discussion with superintendents would be beneficial but would need a moderator. Brian stated that he would like to see follow up discussions offered to allow more time for those who want to continue discussions. John suggested a time limit set for each subject. Glenn stated that MASS normally has a conference theme that would help steer the conversation.

#### 2. META website management

Glenn stated that the email blog provides benefits and resources through collaboration. Paul would like the board to list all member benefits and add them to the META core purpose and values webpage. Rich and Paul will send Kim a list of member benefits. Kirk suggested that region directors send an email with membership benefits to region members and to potential members. Rich suggested adding a list of CoSN benefits. Kirk reminded the board that school administrators become CoSN members along with their district's META membership. Kim stated that CoSN submits an article for the monthly SAM Bulletin. Kirk described the background for META joining CoSN.

3. Consideration of additional member of SAM LPLP TLE CLN for 2019-20 ([Adopted META Budget 2019-20](#)) – Action Kirk described that the budget approved at the March META Board Meeting included \$3500 for seven CLN members to continue their work, but 8 members are continuing making the cost \$4000. Glenn asked if other districts can join the CLN. Kirk stated that new members would need to register for SAM LPLP 2019-20.

**Everett Holm made a motion to adjust the budget; Brad Somers seconded the motion.**

Discussion: John asked if there is reason to be concerned with the budget. Gary stated that the revenue for METAtchED had not come in when the budget was created and approximately \$8000 of revenue will be added. Kirk stated that this is a conservative budget and revenue is derived from membership dues and conference fees. Kirk stated that META invested in the TLE CLN because they felt it was an important issue.

**The motion passed unanimously.**

4. MT CoSN Chapter Update – *Rich Lawrence*

Rich reported that he attended the recent CoSN Conference in Portland. He stated that Kirk Miller and Marilyn King were honored at the conference for facilitating resources in Montana. Rich reviewed the sessions he attended. He stated that many other states are looking at creating technology associations similar to META and that Montana is leading the way in many aspects. He encouraged members to attend the CoSN conference when they can. Brian will attend with Rich in 2020.

#### **New Business**

1. Consideration of META Board Retreat and META Board Leadership Web Meetings ([Schedule](#)) – Action Brian referenced the schedule and suggested that the web meetings would focus on one or two topics. Carol suggested the March META board meeting not be held during conference time and for a longer period of time. Rich stated that the evening board meeting was poorly attended a few years ago. Kirk stated that it is possible to have an evening meeting on March 22, 2019 from 6:00 - 8:00.

**Glenn Wehe made a motion to accept schedule but change board meeting to March 22, 2019 from 6:00 - 8:00; John Jensen seconded the motion. The motion passed unanimously.**

Carol asked if the retreat should be made more of a retreat instead of meetings. Kirk stated that the intent of the first two META board retreats was to develop the META Strategic Plan and the last two have been focused on revising and discussing the plan. Glenn asked if the retreat could be moved to a more central location to make travel easier for board members.

**John Jensen made a motion to hold the retreat in the most cost effective location in Helena, Bozeman, or Lewistown; Carol Phillips seconded the motion. The motion passed unanimously.**

2. Terms of Service and Student Data Privacy Consortium (SDPC) & [HB 745](#) Progress Discussion – *Brad Somers*

Brad suggested the following next steps:

1. Meet with Michael Sweeney (Chief Data Officer at OPI) to discuss Partnership with OPI for joining SDPC
2. Find out if OPI lawyers can:
  - a. Vet National Clause set and our TOS
  - b. Create MOU for State Alliance
3. Get overall idea of what will be needed:
  - a. Vetted TOS for state to align with requirements of HB 745

b. Creation and maintaining website for training

Brad referenced Section 4, Clause 2, a - i of HB 745. He stated that the language in (h) seems to be the most problematic. Brad stated that the California technologist association has created a website in response to their privacy bill that includes training material for the SDPC process and that Montana will need to have a similar website to house the information. Brad would like to wait to make decisions until Michael Sweeney has discussed the bill with attorneys. A meeting will be scheduled with Michael Sweeney in the next few weeks. Brad stated directory information (Personally Identifiable Information (PII)) may conflict with the bill. Brian stated that what META develops may cover other areas beyond the requirements of HB 745.

3. Consideration of METAtchED 2020 – *Everett Holm*

METAtchED 2020 will be held in Helena March 23-24 following a similar format as in 2018. Everett asked board members to email Gary or himself with suggestions. He asked members to suggest vendors to exhibit at the conference.

**President Report** – *Brian Norwood*

1. Update on [META Strategic Plan](#)

Brian reviewed the META Strategic Plan 2014-18. He asked for suggestion of changes that can be focused on during the META Board Retreat.

2. Appointment of Delegate Assembly Steering Committee representative

Brian stated that META will have five delegates during Delegate Assembly. Kirk stated that Brian has nominated Rich Lawrence to the SAM Board of Directors to take Todd Lark's place as the META Delegate Assembly Steering Committee Member. The requirement for delegates includes participation in the following:

June 13: (2:00 - 4:00) New Delegate Orientation and META Delegate Assembly Caucus

June 14: (8:00 - 4:00) Delegate Assembly

Brian stated that Paul, Everett, Rich, Brad, and Adam Toombs will serve as delegates.

3. [Membership](#)

Gary referenced the 3rd Quarter membership report. He stated that the 2019-20 membership drive began in April. Gary also referenced the META Regional Membership google sheet that will be shared with all region directors. He asked board members to contact him with suggestions or questions. Carol suggested identifying TLE members on the google sheet. Gary stated that Regional directors should add potential members to the google sheet. The sheet will be updated after June 30, 2019. Carol stated that she would like to know who on the google sheet has not been a META member. Kirk feels that this could be accomplished through personal dialogue between potential members and region directors.

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

Kirk referenced the Executive Director Report focusing on the following topics:

- School Report Card Data Details for Districts released 4/30/19.
- META Board of Directors Election Rotation Schedule - Kirk clarified that the DA Steering Committee member is a SAM Board appointment, but Brian has nominated Rich Lawrence. Brian stated that Colleen Drury will inform him of a possible replacement for the NE Director position.
- SAM Events June 12 - 14, 2019
- SAM LPLP 2019-20

- SAM Administrators Institute 2019 - Time will be scheduled during the LPLP Summit for the TLE CLN to meet.
- MCEL 2019 in Billings October 16 -18
- SAM Board approval of SAM office transition plan
- Legislative Update - Kirk referenced the SAM 2019 Legislative Session DRAFT Final Report. He thanked the Legislative Network members from META who participated in the five calls to action. Kirk reviewed SAM's five legislative priorities and some of the bills in each of those priorities.

### **Regional Director Reports**

- North East – *Colleen Drury* - No report
- South East – *Branson Rogers* - Branson reported that he had a meeting with a vendor last week who would like to sponsor a meeting next fall which he feels will help with meeting attendance.
- South Central – *Carol Phillips* - Carol reported that no additional meetings have taken place. She stated that the ACE Consortium will not be held this spring.
- Central – *John Jensen* – John reported that Scott Baldwin has agreed to serve as a co-director for the region. A meeting will be scheduled in the fall.
- 4 Rivers – *Mindy Obert & Brad Somers* - Mindy reported that an April meeting was held with Securly and SMART products being the focus. PineCove sponsored lunch for the meeting.
- Western – *Paul Kozlowitz* - Paul reported that he is working with SMART to sponsor a fall meeting.
- Northwest – *Glenn Wehe* - Glenn reported that Chris Deister will be retiring from Whitefish. He is planning Sofos and KnowBe4 will be in attendance at a fall region meeting.
- North Central – *Talia McCurdy & Everett Holm* - Everett reported that a meeting will be planned to update members around current topics. Talia thanked Carol for hosting a meeting in Lewistown for superintendents and technology directors.
- Hi Line – *Kelly Veis & Travis Baumann* - Kelly reported that a meeting was held in April focusing on Terms of Service and that another meeting will be scheduled in the fall.

### **META Board Reorganization ([2019-20 META Board of Directors Roster](#))**

1. Recognition of outgoing Board members – Todd Lark, Colleen Drury  
Brian thanked Todd and Colleen for their time on the board. Rich thanked Todd for his outstanding service to the META Board.
2. Seating new Board members - Scott Baldwin, appoint or elect a new NE director  
Brian welcomed Scott to the board.

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

### **META Calendar**

[SAM & Affiliate Board of Directors 2019-20 Meeting Schedule](#)  
[SAM and Affiliates Conferences Schedule 2019-20](#)

### **Adjourn**

**Everett Holm made a motion to adjourn; Brad Somers seconded the motion. The motion passed unanimously. The meeting was adjourned at 11:50 AM.**

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