

META Board Reorganization Meeting DRAFT Minutes

May 20, 2020

9:00 AM – 12:00 PM

[UberConference](#)



In attendance: Brian Norwood, Everett Holm, Carol Phillips, Brad Somers, Branson Rogers, Scott Baldwin, Kelly Veis, Adam Toombs, Jeredene Mayfield, James Krippes, Mindy Obert, Robert Parker, Talia McCurdy, Kirk Miller, Kimberly Scofield

Not in attendance: Paul Kozlowitz, Rich Lawrence, Glenn Wehe, Travis Baumann

Guest: Colet Bartow, OPI Content Standards & Instruction Division Administrator

Presiding – *Brian Norwood*, META President

AGENDA

Call Meeting to order and Introductions

1. Approval of Agenda

2. Approval of [META Board Web Meeting 4-15-20 DRAFT Minutes](#) [Action]

Everett Holm made a motion to approve the minutes; Brad Somers seconded the motion. The motion passed unanimously.

3. Mega Issue Discussion – META Interoperability Project (Strategic Plan Objective 1.7) – *Colet Bartow, OPI Content Standards & Instruction Division Administrator*

- Sharing [this short video](#) that Barry Brahier from Infinite Campus produced to explain the IMS Global Competencies and Academic Standards Exchange (CASE)

Additional Resources Links:

- [IMS Global website](#)
- [Product Certification site](#)
- [Specifications page](#)
- [Introduction to K12 Digital Learning Revolution Program](#) (5:53 YouTube video)

Colet reviewed what has happened since last fall with interoperability citing the video prepared by CASE. She stated that OneRoster seems to be getting the most use. She reviewed the IMS Global website that lists the vendors who have gone through the process of getting certified. The membership list includes vendors who are engaged with interoperability standards. She mentioned that she will share a template for RFPs from Alabama. Once complete, she will share a Montana specific template. Colet stated that school districts can become affiliate members of IMS Global. OPI is a contributing member of IMS Global and will continue to keep META connected. Everett stated that he hopes that interoperability educational materials can be targeted to other administrators and curriculum directors. Colet mentioned that a series of “explainer” videos will be available soon that will help technology directors communicate the need for interoperability.

4. Old Business

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

Brian reviewed the strategic plan. Kirk noted that the mega issue topics have all been part of the strategic plan.

2. [META Financial Report FY 19-20 3rd Quarter as of 3-31-2020 with Approved FY 2020-21 Budget as of 4-15-2020](#) – *Kirk Miller*

Kirk reviewed the financial report and the approved budget. He pointed out that the line item to provide fees for eight META members to participate in the SAM LPLP TLE CLN has been removed based upon board action.

3. [Membership](#) – *Kirk Miller*

Kirk reviewed the membership report, reminding members that 107 META members pays the CoSN state chapter membership in full. He also reviewed the 2020-21 membership report. Kirk encouraged region directors to reach out to technology directors in their region and help them get connected with META.

4. META Awards – [META Technologist of the Year](#), [META Empowered Superintendent of the Year](#), META Years of Service Pins – *Everett Holm & Brian Norwood*

Everett reported that the awards were going to be presented at the SAM Administrators Institute, however, this is now scheduled for a virtual conference. Kirk stated that a virtual business meeting will be scheduled during SAM AI. Awards will be presented soon and videos of the presentation will be shown during the META business meeting in July. The awards will be mailed to the appropriate people.

5. [Montana Student Privacy Alliance](#) Update – *Brian Norwood, Brad Somers, Carol Phillips*

Carol reported that she has been working with Kris Goss (MTSBA attorney) to update the contract. She is also working with OPI to post current FAQs. She asked for board members to forward questions to her that should be included on the FAQ webpage. Brian thanked Carol and Brad for all of the work they have been doing on this project.

6. META Board 2020-21 and filling vacant positions ([META Board Rotation](#)) – *Brian Norwood*

Brian reviewed the META Board Rotation document. Brad stated that he is considering continuing serving as a director. Carol will find a replacement for her director position. Kirk encouraged board members to reach out to members from the northeast region to consider joining the META Board of Directors.

5. New Business

1. Consideration of META Board Meetings 2020-21 ([Schedule](#)) [Action]

Kirk reviewed the schedule stating that the META Board Retreat may need to be held virtually. The SAM office will communicate with META Board members about the format for the Board Retreat in September.

Scott Baldwin made a motion to approve the schedule; Carol Phillips seconded the motion. The motion passed unanimously.

2. Consideration of META New Board Member Orientation – Date, Time and Format?

A meeting with META officers and new board members will be scheduled in July. This meeting will be held virtually and recorded. Everett will schedule a date.

3. [SAM Administrators Virtual Institute 2020 – Format](#) and Delivery – *Kirk Miller*
Kirk and Kim reviewed the SAM AI Virtual format.

4. MASS/METAtechED Spring Conference 2021 – *Carol Phillips*

Carol reported the results of the survey she sent to META members asking for conference ideas. Mindy stated that she would like to see META members present sessions at the conference. Carol suggested that each region could have a presentation. Reduced or free conference registration could be offered to presenters.

6. President Report – *Brian Norwood*

1. Appointment of META Delegates for 2020 SAM Delegate Assembly

Brian encouraged members interested in serving on Delegate Assembly to reach out to him. He later confirmed all 5 META Delegates have committed to participating in Delegate Assembly.

2. Report on SAM Board Meetings held on [4/9/20](#) and [5/13/20](#)

7. CoSN State Chapter and Regional Director Reports

- CoSN State Chapter – *Rich Lawrence*

Brian reported that the CoSN conference is currently being held virtually.

- South East – *Branson Rogers*

No report.

- South Central – *Carol Phillips*

Carol reported that she is currently seeking a director for the region. She held a SDPC webinar and stated she is willing to conduct additional webinars on this and other topics.

- Central – *John Jensen & Scott Baldwin*

Scott reported that he is planning a meeting for later this summer.

- 4 Rivers – *Mindy Obert & Brad Somers*

Mindy reported that she plans to have a region meeting in June.

- Western – *Paul Kozlowitz*

No report.

- Northwest – *Glenn Wehe*

No report.

- North Central – *Talia McCurdy & Everett Holm*

Talia thanked Jeredene and James for volunteering to serve on the board.

- Hi Line – *Kelly Veis & Travis Baumann*

Kelly reported that Robert Parker was elected as a co-director for the region.

- North East – *Vacant*

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

a. Legislative Interim Advocacy – [Committees, Upcoming](#)

b. [SAM Delegate Assembly 2020 – Call for Positions and Resolutions – Delegate Selection](#)

- [SAM 2019 Advocacy Priorities, Positions, Resolutions Approved 10-18-19](#)

c. [Federal Issues](#) Update

Kirk reported that SAM Delegate Assembly has been rescheduled for July 29th or 30th and will be held virtually. He stated that the call for positions and resolutions has been extended to June 1st. Kirk reviewed the resources on the COVID-19 Information for Schools page of the SAM website.

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

Kirk invited board members to review the report that is organized around the three goals of SAM. Carol would like to see META research how to leverage cooperative purchasing of technology for Montana school districts. Kirk stated that this would be a good resolution to be considered at SAM Delegate Assembly. He invited Carol to write a resolution for this topic, reaching out to Rich Lawrence, Rick Duncan, or himself for assistance if necessary.

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

1. Recognition of outgoing Board members – Brad Somers, John Jensen, Kelly Veis, Talia McCurdy

Brian thanked the outgoing members for their service to META.

2. Seating of new Board members – Carol Phillips – President-Elect, Adam Toombs – C co-director, Robert Parker – HL co-director, Jeredene Mayfield and James Krippes - new NC co-directors, new NE director, new SC director, new 4R co-director

Brian welcomed the new board members.

3. Recognition of META President Brian Norwood

Everett thanked Brian for his leadership.

4. Passing of the Gavel to 2020-21 META President Everett Holm

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

None noted.

12. **Adjourn**

META CALENDAR

[SAM and Affiliates Schedule of Conferences and Board Meetings](#)

Carol Phillips made a motion to adjourn the meeting; Jeredene Mayfield seconded the motion. The motion passed unanimously.

The meeting was adjourned at 11:00 AM.

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