

META Business Meeting

MINUTES

March 19, 2018

4:30 – 6:45 pm

Radisson Hotel, Helena, MT

Call to Order: The meeting was called to order by President Rich Lawrence at 4:52 p.m.

*Approval
of Agenda:*

*Approval
of Minutes:* Approval of Minutes [META Membership Meeting 3-14-17](#)
**Adam Toombs made a motion to approve the minutes; Henry Connor seconded.
Motion passed unanimously**

President Report – Rich Lawrence

Rich reported that META began a Cyber Security project about a year ago and has made significant progress. The META board will be looking at the question, “How can Technology Support and Promote School Safety Procedures within School Districts?” as a mega issue.

[Executive Director Report](#) – Kirk Miller

Kirk thanked the META members for taking on important issues that affect Montana districts. He referenced the “Contemporary Issues” in the Executive Director Report.

Regional Director Reports – Regional Directors

- **North East** – Colleen Drury - not in attendance
- **South East** – Branson Rogers - Branson stated that he did not have anything to report.
- **South Central** – Mark Branger - Mark reported that members have met twice so far with another meeting scheduled later in the spring. He attends MASS meetings and shares META projects.
- **Central** – Adam Tholt - not in attendance
- **4 Rivers** – Mindy Obert & Brad Somers – Mindy reported that the region meetings have focused on cyber security during their two meetings. Pinecove did a presentation on Sophos and Luke Carr presented about the SAM LPLP TLE CLN. Brad reported that he connects with superintendents at MASS meetings to share META projects.
- **Western** – Deanna Flemmer - Deanna reported that the region meetings have focused on cyber security, Sophos, and passing on information about META board issues during their meetings. She has also reported to the Western MASS region.
- **Northwest** – Glenn Wehe - Glenn reported that they have focused on keeping all the technologists in the area aware of cyber security.

- **North Central** – Talia McCurdy & Dave Dobbins - Dave reported that they have had three meetings and that he is stepping down as a director. Talia and Everett Holm will be the North Central co-directors. He encouraged everyone to use the ADA tools.
- **Hi-Line** – Kelly Veis and Travis Baumann - Kelly reported that they have met with superintendents about ADA compliance information.

Committee Updates

1. **CoSN State Chapter Update** – *Russ Hendrickson*
Russ was not present. Brian reported on his behalf that CoSN has moved forward on their National Empowered Superintendent of the Year Award, so the MT ESOY will be eligible for the national award. The winner will be submitted for that award. Team4Tech has partnered with META and is working with the Havre district to help them revamp their technology. Brian also mentioned a mentoring program for new technologists at the national level.
2. **Erate Consulting Committee** – *Rich Lawrence*
Rich reported that META has partnered with NCCE, who has been working with the state. He does not have an update from NCCE.
3. **Advocacy Committee** – *Todd Lark*
Todd was not present to give a report.
4. **Professional Learning** – *Brian Norwood*
Brian did not have a report as he has been working on conference planning.
5. **Organization Development** – *Brad Somers & Mark Branger*
Brad reported that the META Policies and Procedures manual is complete and posted on the SAM website. National award information still needs to be added to the manual.
6. **Cyber Security Committee** – *Rich Lawrence*
Paul reported that the focus has been on the Trusted Learning Environment. Information will be shared when compilation is complete.
7. **META Awards Program** – *Brian Norwood*
Brian reported that the first META Empowered Superintendent of the Year Award was presented this morning. He stated that the board suggested that superintendents nominated for the award should be mentioned at the time the award is given next year. He also mentioned that years of service pins will be given this year.
8. **Terms of Service Agreements Committee** – *Brad Somers, Todd Lark, Russ Hendrickson*
Brad reported that the committee has been working on a process for sending out Terms of Service Agreements to be approved by vendors of apps potentially used in districts. The committee feels it is a value-add to create a process for vetting apps. If vendors agree to the Terms of Service Agreements then a district can be sure the app has been vetted.

5:45 *Dinner is Served – President-Elect Candidate Forum – Rich Lawrence*

Introductions and speeches were given by Everett Holm, Paul Kozlowitz, and Todd Lark (Digitally). Pat explained the election process stating that ballots will be sent to all 112 META members on Thursday, March 22. The ballot will be open for 14 days.

Old Business

1. Election of Regional Directors – *Rich Lawrence* Rich stated that outgoing regional directors will be recognized later with awards.
2. Annual Review of [META Strategic Plan](#) - *Rich Lawrence*
Rich referenced the META Strategic Plan focusing on the Core Purpose, Core Values, Goals, and Vivid Descriptions of META.

New Business

1. Approval of [META 2018-19 Proposed Budget](#) – Rich Lawrence

John Jensen made a motion to approve the budget; Jeredene Mayfield seconded.

Discussion: The budget states that next year's conference will be at the Great Northern. Pat mentioned that Great Northern and the Radisson are both being looked at. The question was asked if the budgeted amount is enough for either location. Pat confirmed that it is.

Vote: Motion passed unanimously.

2. Information – [META Website Accessibility Project](#) – Final Product - META Executive Board

Rich referenced the META Website Accessibility Project page on the SAM website.

3. Approval of META Constitutional Amendment – [Adjustments to CoSN Council and CoSN Responsibilities](#) – Rich Lawrence

The amendment is to allow the President in the second year of their term and the Past President to attend the CoSN conference. Brian stated that the reason for the amendment is for cohesiveness between META and CoSN and for the President to gain experience navigating the conference. The question was asked why the President does not attend the conference during both years of holding office. Brian stated that it was designed this way as a method to save expenses.

Carol Phillips made a motion to approve the META Constitutional Amendment; Mindy Obert seconded. Vote: Motion passed unanimously.

4. Awards and recognition
 - a. Outgoing Region Directors – Rich Lawrence
Mark Branger, Dave Dobbins, Deanna Flemmer, and Russ Hendrickson were recognized as outgoing region directors.
 - b. Years of Service Pins – Brian Norwood
Both six-year members and five-year members were recognized with five-year pins and certificates.

- c. Award the Technologist of the Year
Brian Norwood was recognized as the Technologist of the Year.
- d. Outgoing President Award
Brian Norwood presented the award to Rich.

Open Discussion - Items for discussion from the membership

Dave Dobbins recognized the newest member of META, Casey Thompson.

**Glenn Wehe made a motion to adjourn the meeting; Dave Dobbins seconded.
Motion passes unanimously.**

Meeting was adjourned at 6:38 p.m.

Respectfully submitted,
Kimberly Scofield
Communications Specialist

DRAFT