

SAM Board Meeting DRAFT Minutes

Tuesday, March 22, 2022

3:30 – 6:00 pm

Helena Delta Colonial Hotel and Zoom



SAM Past President Dale Olinger, Presiding Officer

Past President Olinger called the meeting to order at 3:40 PM.

In attendance:

- In Person: Dale Olinger, Dr. Greg Dern, Carol Phillips, Sheri Heavrin, Dave Wick, Sara Novak, Rick Duncan, Casey Klasna, Marlin Lewis, Rob Watson, Kirk Miller, Kim Scofield, Marcus Meyer
- Virtual: Barb Droessler, Julie Hornby, KJ Poepping, Nikki Trahan, Shelley Andres

Not in attendance: Cal Ketchum, Shawn Hendrickson, Justin Helvik, Ted Miller, Erin Lipkind, Everett Holm

Agenda

1. Introductions

2. Deletions/Additions to Agenda

None noted.

3. Approval of Minutes

1. [SAM Board Meeting DRAFT Minutes 1-23-22](#)

Marlin Lewis made a motion to approve the minutes, Casey Klasna seconded the motion. The motion passed unanimously.

2. [SAM Executive Board Meeting DRAFT Minutes 3-14-22](#)

Shelley Andres made a motion to approve the minutes; Sara Novak seconded the motion. The motion passed unanimously.

Mega Issue Discussion

1. [SAM Strategy – Promote the Value Your School Brings to the Community](#) and [SAM Advocacy Issues](#)

Kirk stated that the development of mega-issue discussions is an outgrowth of the SAM strategic plan. The SAM strategy for promoting the value of public schools to communities was established last fall as a tool for schools and districts to tell the story of the great things happening in schools across the state. Kirk has seen hundreds of examples of the implementation of the strategy as evidenced in newspaper articles and social media. A chronology of events is posted on the SAM website and continues to be updated on a regular basis.

Rick stated that several years ago the SAM website housed a repository of stories submitted by SAM members. He suggested that this be resurrected. Kirk stated that he will research the implementation of providing SAM members a portal on the SAM website for submitting their stories. Dale stressed the importance of telling the stories to community members and legislators, not just to each other. Kirk stated that the MT-PEC partners all believe that we are going to need to be equipped with vivid examples of the great things going on in schools as we prepare for the 2023 legislative session.

4. **Old Business** (President's Report will precede the Old Business)

1. Consideration of [SAM Executive Director Contract 2022-23](#) [Action]

Rick Duncan made a motion to approve the SAM Executive Director contract; Marlin Lewis seconded the motion. The motion passed unanimously.

2. Consideration of [SAM Emeritus Executive Director Independent Contractor Service Agreement 2022](#) [Action]

Casey Klasna made a motion to approve the SAM Emeritus Executive Director Independent Contractor Service Agreement; Dr. Dern seconded the motion. The motion passed unanimously.

3. SAM Staff Contracts 2022-23 ([Director of PD & Member Services](#)) ([Director of Operations](#)) [Action]

Dave Wick made a motion to approve the SAM Staff Contracts; Carol Phillips seconded the motion. The motion passed unanimously.

4. Consideration of [2022-23 SAM Membership Dues Increase Request and Rationale](#) [Action]

Dale reviewed the requested \$20 increase in the dues that stay with SAM.

Dr. Dern made a motion to approve the membership dues increase; Carol Phillips seconded the motion.

Kirk stated that the MAEMSP, META, MASS, and MASSP boards all voted to approve the increase. MASSP will look at this tomorrow. MACSS will look at the increase in April. MACSS President, Erin Lipkind, was present at the SAM Executive Board meeting so is aware of the increase. Dale stated that SAM dues should be revisited more often than every 10 years.

The motion passed unanimously.

5. **New Business**

1. Consideration of [Eligible Candidates for SAM President Elect 2022-23](#) [Action]

Dale reviewed the list of eligible candidates. He asked that eligible candidates interested in running for SAM President Elect communicate their interest in an email to Kirk. The ballot will go to the SAM Board of Directors on April 10 and will be open for two weeks.

Carol Phillips made a motion to accept the slate of eligible candidates; Marlin Lewis seconded the motion. The motion passed unanimously.

2. Consideration of SAM Youth Endowment Distribution 2022 ([Compiled Scoring Results](#)) [Action]

Dale reviewed the requests and total scores and asked for discussion.

Carol Phillips made a motion to approve the requests; Sheri Heavrin seconded the motion.

Kirk stated that approximately \$10,000 is generated each year for the endowment. The corpus of the endowment is kept in SAM's investments. SAM policy allows for 75% of the funds generated to be allocated. Kirk stated that one of the requests is for assistance in paying college tuition and asked for the SAM Board to consider if this request fits the criteria which state K-12 education. Dave questioned the door that approving this would possibly open. He suggested that the request is not approved that there is clarification in the application process that the funds are designated for K-12 and not post-secondary education. Nikki stated that she did not vote because she submitted requests for the other two applications. Kirk stated that the board has the power of a non-profit board to take action on the current

applications. Current decisions will not create precedence. Rick stated that one of the challenges is getting nominations.

Amendment: Rick made a motion to increase the funds to \$1000 for all three nominees; Carol Phillips seconded the amendment to the motion

The motion passed unanimously.

Kirk stated that this is one of the most visible and valid ways that SAM cares and nurtures the education environment in Montana.

Several board members suggested that the SAM Youth Endowment nominations and request for scoring be sent in a separate, stand-alone, email as many board members missed the request.

3. Consideration of [2020 Tax Form 990 for SAM](#) [Action]

Marlin Lewis made a motion to approve the 990; Sara Novak seconded the motion. The motion passed unanimously.

4. Consideration of [2020 Tax Form 990 for MASS](#) [Action]

Dr. Dern made a motion to approve the MASS 990; Casey Klasna seconded the motion.

Kirk stated that the MASS board of directors also approved the MASS 990 at the 3-20-22 meeting.

The motion passed unanimously.

5. Consideration of MCASE and META Delegate Assembly Steering Committee Representatives [Action]

Carol made a recommendation to approve Paul Kozlowitz as the META Delegate Assembly Steering Committee representative. Sara made a recommendation to approve Don Christman as the MCASE Delegate Assembly Steering Committee representative.

Dave Wick made a motion to approve the representatives; Marlin Lewis seconded the motion. The motion passed unanimously.

6. Consideration of SAM Business Partnerships [Action]

The following applications were reviewed:

- On to College ([Request](#))

Rick Duncan made a motion to approve the request by On to College; Carol Phillips seconded the motion. The motion passed unanimously.

- Spectrum Enterprise ([Request](#))

Carol Phillips made a motion to approve the request by Spectrum Enterprise; Dr. Dern seconded the motion. The motion passed unanimously.

- DotCom Therapy ([Request](#))

Rick asked if this partnership would provide a conflict of interest with SAM Business Partner policy with organizations such as Rock Creek, a company that is utilized by many school districts. Dale stated that SAM is not endorsing DotCom Therapy as a service but only provides options for business partners to get their names out to SAM members.

Sara made a motion to approve the request by DotCom Therapy; Rick Duncan seconded the motion. The motion passed unanimously

- First Call Computer Solutions ([Request](#))

Rick Duncan made a motion to approve the request by First Call Computer Solutions; Sheri Heavrin seconded the motion. The motion passed unanimously.

Kirk stated that the proposed budget does not include the approval of these SAM Business partners.

Reports

6. **President's Report – Dale Olinger** (Report will precede Old Business)

1. [SAM Succession Plan](#) Update
2. SAM Executive Board Meeting 3-15-21 Report ([Draft Minutes](#))
3. SAM Staff Evaluation Reviews 2021-22 ([Director of PD & Member Services](#)) ([Director of Operations](#))
4. [2022-23 Staff Compensation Recommendation & Rationale](#)
5. [SAM Financial Report FY 20-21 and FY 21-22 3rd Quarter as of 3-1-22 with Proposed FY 22-23 Budget](#)
6. [SAM Executive Director Contract 2022-23](#) Terms and Conditions
7. [SAM Emeritus Executive Director Independent Contractor Service Agreement 2022](#) Terms and Conditions
8. SAM Staff Contracts 2022-23 Terms and Conditions ([Director PD & Member Services](#)) ([Director of Operations](#))

Dale provided the President's report.

- Dale reviewed the succession plan process. He will recommend the hiring of Dr. Watson and the contract services of Kirk, as well as the possibility of contract services for an additional staff member at SAM.
- Dale reviewed the evaluations of the SAM staff and the compensation package for the staff. He described the expansion of the services offered at SAM over the years. He emphasized the importance of retaining high quality staff for the important jobs at the SAM office.
- Kirk reviewed the history of staff wages and benefits stating that even with the proposed increase in salary, the total amount is less than the 2018-19 salaries paid to the SAM office staff. Kirk stated that it would be appropriate to increase the wages of the new executive director during the second year in order to keep the salary competitive. Dale reviewed the Emeritus Executive Director proposal for independent contracted services for a period of six months. Kirk reviewed the budget sheet that reflects the implementation of the succession plan that has been being mapped out in the budget for a few years. He stated that the proposed increase in membership dues is also in the proposed 2022-23 Budget. The SAM Board will not adopt the proposed 2022-23 Budget until the June meeting. Other items reflected in the proposed budget: recommendation of a formal audit conducted next year, July 1 increase in condominium fees, increase in accounting fees, increase in travel expenses, and the possibility of hiring contracted services.

7. **Executive Director's Report – Kirk Miller**

1. [Executive Director Update 3-22-22](#)

Kirk stated that the SAM Strategic Plan Executive Summary 3rd Quarter 2021-22 is embedded in the Executive Director Update. Kirk focused on the following:

- Membership is down slightly this year, which could reflect the possibility that there are fewer administrators. Kirk reported that the legal support benefit has been requested by more members this year than at any other time. He asked that SAM Board members communicate the professional liability

insurance benefits and legal support benefits. Kirk stated that the 2022-23 membership drive will begin on April 12.

- Kirk reviewed the SAM investment portfolio. Dr. Dern provided research on the theory of non-profit and public good.
- Kirk described the Chapter 57 review process and the recommendations from the state superintendent to the Board of Public Education that differ from the recommendations of the task force. SAM is on record as approving recommendations alternate to those of the state superintendent. The MT-PEC partners are carefully watching the Chapter 55 review process. Kirk communicated the importance of MT-PEC working together on these issues. The SAM Board approves of these actions.
- Kirk described that he believes that SAM LPLP is going to be even more important in the future. He described the launch of the SAM LPLP Personalized Learning CLN that helped to provide legislation for the Transformational Learning Grant to schools the professional liability insurance benefits and legal support benefits and the Advanced Opportunities Act. Kirk recently provided public comment to the Montana Education Interim Committee because SAM LPLP has been left out of the OPI funding allocated for the professional learning of administrators. OPI allocated \$15,000 of the funds to SAM LPLP this year and possibly \$25,000 next year. SAM needs additional resources to expand the program to meet the great need.

2. [SAM Strategic Plan Executive Summary 3rd Quarter 2021-22](#)

3. [SAM LPLP 2022-23 \(SAM LPLP Profit/Loss History w Proposed Budget FY 23\)](#) [Discussion]
4. [SAM Administrators Institute 2022 \(SAM AI Profit/Loss History\)](#) [Discussion]
5. [SAM Montana Leadership Staffing Report 2021-22](#) [Discussion]

Kirk stated that we have been unable to access the data necessary from OPI to complete the leadership staffing report.

6. [SAM Annual Administrative Vacancy Report 2021-22](#) [Discussion]

Kirk reviewed the report stating that the vacancy report for principals will be shared with the SAM Board when complete.

8. **SAM Financial Report - SAM Investment/Finance Committee**

1. Review of 2020 Tax Form 990 for [SAM](#) and [MASS](#)
2. [SAM Financial Report FY 20-21 and FY 21-22 3rd Quarter as of 3-1-22 with Proposed FY 22-23 Budget](#)
3. Review Affiliate Financial Reports with Proposed FY22-23 Budgets – [MASS](#), [MAEMSP](#), [MASSP](#), [MCASE](#), [META](#)
4. [Investment Committee Balance Report FY 21-22 as of 12-31-21](#)
5. Review of SAM Business Sponsors 2021-22 – [webpage](#), [Business Partners 2021-22](#)
Dale asked board members to encourage other affiliate members to consider engaging with companies that are SAM Business Partners. Kirk reviewed the SAM Business Partner policy and reviewed the SAM Business Partners by Sponsorship Level that can be accessed on the SAM website.

9. [Membership Report](#) and [SAM Membership Benefits](#) Update – *Kirk Miller*

Kirk provided a brief membership report.

10. **Affiliate Reports – Affiliate Presidents**

- MASS: Dr. Dern reported that MASS just concluded a wonderful conference.
- META: Carol reported that the META conference was successful. She described the desire to partner with Cyber Montana Training Project and provide monthly training that will be free to META members. Carol reported that broadband, cybersecurity, and data privacy continue to be initiatives being worked on by META members.
- MAEMSP: Nikki reported that the Montana Principals Conference was very successful. Student and staff mental health and behavior interventions were indicated as topics of interest on the conference evaluation.

She reported that Marlin will be leaving the MAEMSP Board as he will be transitioning to MASSP as a high school principal. This will impact the SAM Board as Marlin is one of two MAEMSP SAM Reps serving the SAM Board. Nikki received interest from eight MAEMSP members to fill the position and will be working on making that appointment.

- MASSP: KJ thanked MAEMSP for teaming up for a great conference in January. He thanked the team who visited DC recently to advocate for Montana education to attend the NASSP Advocacy Conference and NAESP National Leaders Conference. The MASSP board meets on March 23 at 10:00 AM.

11. Advocacy Report – Rick Duncan (DA Steering Committee Chair) & Kirk Miller

1. [Advocacy Issues](#) Update– Rick Duncan and Kirk Miller
2. [Federal Advocacy Update](#) – Affiliate Federal Relations Coordinators

Rick reviewed the Delegate Assembly process stating that both MASSP and MACSS will be appointing Steering Committee representatives this year. He stated that MCASE, META, MACSS have five delegates representing them on the Delegate Assembly; MASS, MASSP, MAEMSP have ten delegates. He asked that affiliates fill the delegate positions along with a few alternates as soon as possible. All new delegates are required to attend a training on June 9. Delegates must attend the caucuses prior to participating in the full Delegate Assembly on June 10. The Delegate Assembly Steering Committee recently reviewed CI-121 and voted to support MQEC joining the coalition to oppose the initiative. Rick reported that the Education Interim Committee and Education Interim Budget Committee recently met and there has been an indication that they may be closely watching “exceptional circumstances” enrollment of early kindergarten 4 year olds.

On the federal level, Rick reported that the Omnibus Bill passed and included a small increase. Senator Tester is sponsoring a bill to increase IDEA funding that would include an incremental increase. Rick also had a discussion with Senator Tester describing the issues rural schools are facing completing the Civil Rights Data Collection report and potential solutions to the reporting mechanism.

12. Future Meeting Dates

- Next SAM Board Meeting is Thursday, June 9, 2022, 8:00am - 2:00pm, schedule:
 - o 8:00am SAM Investment/Finance Committee
 - o 9:00am SAM New Board Member Orientation
 - o 10:00am – 2:00pm Full SAM Board Meeting
- [SAM Web Calendar](#)
- [2021-22 SAM Conference-Meeting Schedule](#)
- [2021-22 SAM and Affiliate Board Meeting Schedule](#)
- [2022-23 SAM Conference - Meeting DRAFT Schedule](#)
- [2022-23 SAM and Affiliate Board Meeting DRAFT Schedule](#)

13. Adjournment

Marlin Lewis made a motion to adjourn the meeting; Rick Duncan seconded the motion. The motion passed unanimously.

The meeting was adjourned at 6:15 PM.

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