

SAM Board of Directors Meeting Minutes

Friday, April 5, 2019

1:00pm - 4:00pm

SAM Office or UberConference



In attendance: Tobin Novasio, Dale Olinger, Marlin Lewis, Karen Underwood, Linda Marsh

UberConference: Laurie Barron, Cal Ketchum, Joel Graves, Pam Meier (connected at 2:30), Shelley Andres, Brian Norwood, Jake Haynes, Mike Perry

Not in attendance: Peter Hamilton, Rick Duncan, Craig Crawford, Jon Konen, Lance Boyd, Justin Helvik

The meeting was called to order at 1:05 pm by Tobin Novasio, MASS Past-President.

Agenda

1. Introductions

2. Deletions/Additions to Agenda

None noted

Mega Issue Discussion

Topic: [2019 Legislative Session](#) (to take place during the 11. Legislative Update portion of the meeting)

3. Approval of Minutes

- [SAM Board Meeting DRAFT Minutes 1-27-19](#)

Dale Olinger made a motion to accept the minutes; Shelley Andres seconded the motion. The motion passed unanimously.

- [SAM Executive Board of Directors Meeting DRAFT Minutes 3-19-19](#)

Linda Marsh made a motion to accept the minutes; Karen Underwood seconded the motion. The motion passed unanimously.

SAM President, Laurie Barron, joined the meeting remotely.

4. Old Business

1. Consideration of SAM Executive Director Employment [Contract](#) ([Eval Exec Summary](#)) ([Eval Ratings](#)) [Action]

Laurie stated that the Executive Director evaluations are outstanding. Tobin stated that attending national conferences has shown him how fortunate SAM is to have the leadership in our state. Karen commended the SAM office for the progressive way they represent the organization. Cal stated that he feels the office transition has taken place seamlessly.

Kirk referenced the Executive Director 2019-20 contract. Kirk stated that his contract proposal is for three years. He referenced the language that has been added to the contract requesting \$7000 to be paid each year that could be added to a health savings account, as deferred compensation following his retirement from the position of SAM Executive Director.

Karen Underwood made a motion to approve the SAM Executive Director Employment Contract; Marlin Lewis seconded the motion. The motion passed unanimously.

2. Consideration of SAM Office Organization and Staffing 2019-20 ([Recommendation](#)) ([Rationale](#)) [Action]
Kirk referenced the SAM Office Transition Plan 2019 that has been updated with the progress that has been made on the plan. Kirk's recommendation is that SAM continues with three staff members for 2019-20: Executive Director, Director of Operations & Membership, and Director of Member Services and Professional Learning. Kirk referenced the SAM Rationale for Staffing and Compensation and the SAM staff compensation plan, stating that the salary/benefit line items are \$51,000 less than last year. Kirk suggested that a Compensated Absence Liability Fund be started with the money that is being saved. Karen stated that the Compensated Absence Liability Fund is wise and she feels it is important to keep salaries competitive to keep quality employees.

Tobin Novasio made a motion to accept the SAM Office Organization and Staffing 2019-20; Karen Underwood seconded the motion. The motion passed unanimously.

Kirk stated that he will be offering the referenced contracts to Gary and Kim.

3. [SAM LPLP 2019-20](#) [Discussion]

Kirk stated that he believes the program is meeting the goals of SAM to provide significant support to SAM members. He asked for the SAM Board to consider the continuation SAM LPLP. He mentioned the funding received from NorthWestern Energy, BCBS, and the Washington Foundation. Linda and Tobin stated their support of continuing the program. No comments were made to discontinue the program. Kirk asked that affiliate presidents continue to promote SAM LPLP with their members. Kirk stated that this is the first time we have seen the work and research of SAM LPLP affect legislation (HB 351 - incentivize transformational learning, HB 387 - incentivize CTE programs). Laurie asked board members to share their ideas and suggestions for SAM LPLP with the SAM office.

5. New Business

1. Consideration [SAM President-Elect Candidate eligibility](#) and election process 2019-20 [Action]

Kirk described the process for SAM President-Elect candidate eligibility and stated that the election is a SAM Board action item - the ballot will only go out to the SAM board.

Dale Olinger made a motion to accept the consideration of the SAM President-Elect Candidate eligibility and election process 2019-20; Marlin Lewis seconded the motion. The motion passed unanimously.

Kirk asked that anyone interested in the position should email him before April 19th. A ballot will go out to the SAM Board on April 24th and close May 1st.

2. Consideration of [SAM Youth Endowment Distribution 2019](#) [Action]

Kirk stated that due to a lack of submissions, the nomination date was extended to April 29. He thanked those who were able to complete the scoring. He reviewed the policy stating that 75% of the money collected is allocated for disbursement. This year, the Board has \$8094.38 to disburse.

Linda Marsh made a motion that both candidates receive \$2000 funding. Shelley Andres seconded the motion.

Kirk stated that policy provides for a limit of \$1000 can be given to a candidate. Dale stated that he is uncomfortable providing four times the amount of money that is being requested. Tobin agreed and suggested saving the money so it can be used in the future.

Tobin Novasio suggested a friendly amendment: Distribute \$1000 to each nominee. Linda Marsh and Shelley Andres agreed with the amendment.

Karen would like to look at readjusting the guidelines in the future stating \$1000 is not much for a medical expense. She would also like to see more nominations submitted in the future. Tobin asked if a different time of year would possibly allow for more nominations.

The motion passed unanimously.

3. Consideration of Mid-Rivers Communications SAM Business Partnership ([Request](#)) ([Description](#)) [Action]

Kirk referenced the Mid-Rivers Communications SAM Business Partnership request. Gary added that this organization has attended both META and MASS conferences. Mid-Rivers' request is at the Montana Mountain Level (\$3500).

Tobin Novasio made a motion to accept Mid-Rivers Communications as a SAM Business partner; Brian Norwood seconded the motion. The motion passed unanimously.

4. Consideration of [SAM Years of Service Recognition Program](#) [Discussion]

Kirk referenced the SAM Years of Service Recognition Program proposal. Tobin stated that he supports the recognition program. Laurie and Mike also indicated their support of recognizing SAM members. Cal suggested that the affiliates buy the pins. Karen stated that she thinks that this suggestion would need to be considered by the affiliates. Laurie would like to see SAM cover the cost of the pins.

Karen Underwood made a motion to explore the possibility of a SAM Years of Service Recognition Program; Linda Marsh seconded the motion. The motion passed unanimously.

5. Proposed [Revision to SAM Youth Endowment Distribution Policy](#) [Discussion/Action 1st Reading]

Laurie referenced the proposed revision to SAM Youth Endowment Distribution Policy. Kirk reviewed the rationale for the proposed revision. Gary stated that \$77,000 currently sits in the Montana Community Foundation Agency Account that SAM cannot access. Kirk stated that he doesn't feel SAM needs a separate agency to manage the funds. Kirk recommended that money not distributed from the 75% allocation, along with the 25% collected but not distributed per the distributions policy, would be placed in a SAM Youth Endowment restricted account that would be dispersed at the Board's discretion following the SAM Youth Endowment policies. A restricted account would guarantee that the money could only be expended for the purpose of the SAM Youth Endowment. Gary stated that the interest from the fund will be invested in the new SAM Youth Endowment restricted fund instead of being reinvested in the Montana Community Foundation fund.

Marlin Lewis made a motion to revise the SAM Youth Endowment Distribution Policy on 1st reading; Dale Olinger seconded the motion. The motion passed unanimously. (Pam participated in vote)

This item will be on 2nd reading for Board consideration at their June 13th Board meeting.

Reports

6. President's Report – *Laurie Barron*

- SAM Executive Board Meeting 3-19-19 Report ([Draft Minutes](#))

Laurie referenced the draft minutes of the SAM Executive Board Meeting 3-19-19. She gave her support of the SAM office transition/compensation plan.

- SAM Staff Review 2018-19 and Contracts for 2019-20

Laurie asked that Board members promote SAM AI 2019 within their affiliates.

Laurie excused herself from the meeting and Tobin assumed the role of presiding over the meeting.

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

- [Executive Director Update 4-5-19](#)
- [Strategic Plan Update 3rd Quarter 2018-19](#)

Kirk referenced the Executive Director Update 4-5-19, the SAM Strategic Plan Update, and the SAM Conference and Meeting Schedule and Conference Schedule for 2019-20. Kirk stated that SAM plays an important role in MT-PEC's advocacy discussions. He stated that SAM continues to represent their Delegate Assembly approved positions, resolutions and priorities with fidelity before, during, and after the legislative session. He stated that the SAM Needs Assessment results drive professional learning and advocacy. Kirk stated that we haven't had participation in the #samedchat, but the Ed Camp format was implemented at METAtechEd and MASS Spring Conference this quarter. Kirk referenced the RISE4MT Update and the three bills that were derived from this research. He stated that OPI will release the ESSA Report Card to administrators and board chairs around April 15, 2019 followed by a release to the public about a week later. Kirk referenced the SAM Board of Directors Election Rotation schedule. The SAM Board officers will transition after the Board meeting on June 13th. Kirk mentioned that MCEL 2019 will be held in Billings in October. Tobin asked if the #samedchat would be more successful if it were held monthly instead of biweekly. Kirk stated that we will consider a different schedule next fall. Tobin suggested having a brainstorming session around #samedchat during SAM AI to decide if there is value to the platform.

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

- Update on 2017 Tax 990's for SAM and MASS
- [SAM Youth Endowment Fund \(SAM Policy p. 39\) \(Proposed Revision to SAM Youth Endowment Distribution Policy\)](#)
- [SAM Financial Report FY 17-18 and FY 2018-19 as of 3-31-2019 with Proposed FY 2019-20 Budget](#)
[SAM LPLP FY 13-14 through FY 18-19 Profit-Loss](#)
[SAM AI Profit-Loss Historical FY 2015-16 to FY 2018-19](#)
[MCEL Historical Profit-Loss FY 14-15 -- FY 18-19](#)
[MASS Financial Report FY 17-18 and FY 2018-19 as of 3-31-19 with Proposed FY 2019-20 Budget](#)
[MASSP Financial Report FY 17-18 and FY 2018-19 as of 3-31-2019 with Proposed FY 2019-20 Budget](#)
[MAEMSP Financial Report FY 17-18 and FY 18-19 as of 3-31-2019](#)
[MCASE Financial Report FY 17-18 and FY 2018-19 as of 3-31-2019](#)
[META Financial Report FY 17-18 and FY 18-19 as of 3-31-2019 with Proposed FY 2019-20 Budget](#)
[Investment Committee Balance Report FY 2017-18 and FY 2018-19 as of 3-31-2019](#)

Kirk asked for Board approval for him to begin researching changes to his employment structure with SAM, such as being employed by SAM as an independent contractor. He stated that his research would include a conversation with the SAM accountant. The Board approved Kirk's request. Karen suggested researching the liability insurance as part of employing independent contractors. Kirk mentioned that the SAM LPLP Providers are all independent contractors, and that he would include this in his research.

Kirk referenced the SAM Proposed Budget FY 2019-20 that will be voted on at the June 13, 2019 meeting.

9. Membership Report – Gary Wagner

Gary referenced the membership report as of 3/31/2019. He mentioned that a few META members joined this quarter and that there is potential for a few more institutional members. Gary stated that 2019-20 membership drive began April 3rd. He asked that Board members refer potential members to the SAM office.

10. Affiliate Reports – *Affiliate Presidents*

- MASS - Mike Perry reported that MASS had a great spring conference in March. He announced that Casey Klasna, Ennis Superintendent, is the new MASS President-Elect.
- MAEMSP - Marlin reported that the MAEMSP Reorganization meeting will be April 29 in Helena.
- MASSP - no report
- MACSS - Linda reported that the MACSS mid-winter conference was held in Helena in February. Cathy Maloney will be the new MACSS President and Erin Lipkind will be the new 1st Vice President. The next conference is in Lewistown in the fall and the spring conference will be in Sidney in April.
- MCASE - Karen reported that the MCEC conference was in Helena where they honored retirees and award winners. Michele Halberg will be serving as the new president and will work with Mike Perry to plan the MASS/MCASE fall conference. A Coop director meeting will be held in Helena later in April. Tamara Covington serves on the SAM Delegate Assembly Steering Committee chairperson and will be representing Montana in Washington DC in July. Karen stated that the topic of special education funding is always in the forefront. She encouraged members to read the 0-3 report that indicates that 56% of MT sped children are born into families that are 2 times below the poverty level. Tobin asked if there is more flexibility given to school psychologist credentials that would be recognized in Montana. Karen stated that would like to see this happen. She mentioned that Speech Therapists are also in high demand because of the cap on the northwestern medical society not being large enough to facilitate rotations of students. Karen stated that a doctorate is required to receive Occupational Therapy and Speech Pathology certification certifications making these positions hard to fill.
- META - Brian reported that METAtchED took place in March. Kelly Veis was awarded as META Technologist of the Year and Laurie Barron was awarded as the Empowered Superintendent of the Year. Governor Bullock was awarded with a CoSN Excellence in Public Service Award. Brian stated that he would like to see a joint META/MASS conference take place in 2020.

11. Legislative Update – Rick Duncan (*DA Steering Committee Chair*)

Kirk referenced the SAM LN Update 14 4-5-19. Marlin and Tobin stated that they have heard great feedback on Kirk's weekly Podcast. Kirk stated that HB 2 passed 27-2, but now needs to be coordinated with policy bills, such as HB 211 that is being held in Senate Finance and Claims Committee. These policy bills would need to pass through committees and be heard on the Senate floor by April 16th. Kirk stated that he is still watching the preschool bills (HB 755, HB 225) and that, if revived, the language in HB 225 would not disallow a district to create a charter in coordination with a private entity and maintain local control to provide preschool. Kirk believes that preschool may manifest in one of the companion bills to HB 2 (HB 662, 663, 664). Kirk stated that HB 638 passed allowing inflationary funding increase for special education. Kirk stated that SAM has provided testimony 89 times on 50 different bills. He thanked everyone who has participated in the Calls to Action so far this session.

12. Federal Relations Report – *Affiliate Federal Relations Coordinators*

Tobin stated that the AASA Federal coordinators have done a great job communicating federal budgets with members. Kirk stated that SAM members have communicated SAM priorities, such as funding IDEA, with Montana's congressional delegation.

13. Future Meeting Dates

- [Board Meetings 2018-19](#) & [Conferences 2018-19](#)
- [Board Meetings 2019-20](#) & [Conferences 2019-20](#)

Tobin stated that the next SAM Board Meeting will be held in Helena on June 13th. Kirk referenced the 2019-20 calendars.

14. Adjournment

Dale Olinger made a motion to adjourn the meeting; Marlin Lewis seconded the motion.

Meeting adjourned at 3:45pm.

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

DRAFT