

SAM Board Meeting Minutes

Thursday, June 10, 2021

10:00 am – 2:00 pm

Delta Hotel by Marriott Helena Colonial and SAM [Zoom](#)



In Person: Dale Olinger, Ted Miller, Casey Klasna, Mike Perry, Rick Duncan, Shelley Andres, Cathy Maloney, Michelle Halberg, Greg Dern, KJ Poepping, Nicole Trahan, Shawn Hendrickson, Sheri Heavrin, Everett Holm, Erin Lipkind, Dave Wick, Julie Hornby, Sara Novak, Kirk Miller, Gary Wagner, Kim Scofield

Virtual: Cal Ketchum, Peter Hamilton, Justin Helvik, Nicole Trahan, Julie Hornby, Sara Novak

Not in attendance: Jake Haynes, Craig Crawford, Barb Droessler, Marlin Lewis

President Olinger called the meeting to order at 10:10 AM.

Agenda

1. Introductions

President Olinger entertained introductions of current and new board members.

2. Deletions/Additions to Agenda

None noted.

3. Approval of Minutes

1. [SAM Board Virtual Meeting DRAFT Minutes 3-23-21](#)

Casey Klasna made a motion to approve the minutes; Cathy Maloney seconded the motion. The motion passed unanimously.

Mega Issue Discussion

1. [COVID-19 Information for Schools](#) and [2021 Legislative Session](#)

Dale introduced the mega issue discussion encouraging board members to share their thoughts

COVID-19:

- Dale: Districts are struggling to make decisions for how to best spend ESSER funds. His district has created two new interventionist positions to help serve students needing extra help or extension activities.
- Everett: Browning has formed an administrative committee to discuss the best uses of spending the funds and has set guidelines around Prepare, Prevent, and Respond for guiding the decision making process.
- Sheri: Townsend has followed a similar process to Browning and attempting to make decisions that will best serve the students in the district.
- Cal: West Valley is reviewing some potential building projects and increasing the number of classrooms. They would also like to decrease class sizes where possible and hire additional

staff. He has been in contact with OPI to ensure the expenditures are within the mandatory guidelines.

- Shelley stated that Bonner sent out 200 invitations for summer school and have only had 20 students register. She asked what other schools are doing to encourage students to attend summer school. The district is offering transportation, breakfast, and a sack lunch. Shawn stated that St. Ignatius has made summer school mandatory and the enrollment is higher than ever.
- Erin: Missoula County Public Schools is offering “Summer Fun” that will include cooking, visual arts, sports, and activities. All topics will incorporate math and reading.
- Everett: Browning has not had a problem with summer enrollment for elementary school students. The district has activities available from 9:00 AM - 10:00 PM. Breakfast, lunch, and dinner are provided as well as transportation. The district is not offering an online component for summer school. The special education department will have a program beginning in July for special education students.
- Michelle asked how special education students are participating in summer school. She stated that some districts are struggling to find staff to cover summer school.
 - Shelley stated that regular and special education students were all invited to attend summer school. Paraprofessionals and special education teachers are available. The district is not offering an online component for summer school.
 - Shawn stated that pay was increased dramatically for teachers/paraprofessionals choosing to teach summer school.
- Dave: Columbia Falls is offering a a full day summer school program. One elementary teacher and three middle school teachers agreed to teach summer school. Compensation was increased for these teachers. He has seen burnout in parents, teachers, students, and administrators.
- Kirk reviewed the resources that have recently been added to the SAM website (6-8-21): [OPI state plan](#) for distributing and utilizing the ESSER funds and [OPI ARP ESSER Q & A webinar](#). These webinars are scheduled for each Tuesday. SAM and MT-PEC will continue to monitor the guidance from OPI to ensure it does not require extreme reporting mechanisms on the part of the district.

2021 Legislative Session

- Rick provided a review of the SAM advocacy priorities, testimony provided, and calls to action launched during the session. Michelle thanked Kirk and Rick for everything they did to advocate for education during the session.

4. Old Business

1. Consideration of [SAM Proposed Budget for 2021-22](#) – *SAM Investment/Finance Committee* [Action]
 - Review of SAM and Affiliates Financial Statements and Adopted Budgets 2021-22 (see below)

Dale stated that the SAM Investment/Finance Committee met earlier in the day to review SAM’s financial reports.

Cal Ketchum made a motion to approve the budget; Peter Hamilton seconded the motion. The motion passed unanimously.

2. Consideration of [SAM Youth Endowment - Application](#) and [Evaluation](#) process revisions [Action]

Dale introduced the suggested process for reviewing the SAM Youth Endowment nominations that were created per the SAM Board’s request.

Shelley Andres made a motion to accept the new process; Michelle Halberg seconded the motion.

Shelley thanked the SAM office for creating the new process.

The motion passed unanimously.

Dale shared the [feedback that was provided by Tobin Novasio](#), nominator of a Youth Endowment recipient. Kirk shared [correspondence from Rob DiGiallonardo](#) thanking the SAM Board for the SAM Youth Endowment gift.

3. Consideration of Delegate Assembly Steering Committee Appointments ([DASC Position Description](#) and [Affiliate Recommendations](#)) [Action]

Kirk reported that it is a function of the SAM Board to approve affiliate recommendations to the SAM Delegate Assembly Steering Committee. The recommendations include Rick Duncan (MASS), Joel Graves (MASSP), Matt Lewis (MAEMSP), and Rich Lawrence (META).

Everett Holm made a motion to approve the recommendations; Dr. Mike Perry seconded the motion. The motion passed unanimously.

4. [SAM Delegate Assembly](#) ([SAM Bylaws](#) Article VI pp. 4-5 and [SAM Region Map](#) and [Letter](#)) [Information]

Kirk reviewed the SAM Region Map and the process or the composition of the Delegate Assembly. He reminded board members that the SAM region map differs from the affiliate region map. Depending on the size of the affiliate, either one or two delegates are appointed from each of the five SAM regions. The delegate assembly steering committee representative for each affiliate also serves as one of the delegates for their affiliate.

5. [SAM Week of Excellence 2021](#) [Discussion]

Kirk reviewed the schedule for the week.

6. [SAM Administrators Institute 2021](#) ([SAM AI Profit/Loss History](#)) [Discussion]

Kirk reviewed the schedule for SAM AI 21. He encouraged SAM board members to attend and encourage their affiliate members to register their teams. He stated that the conference is offering a blended delivery model, providing access to all attendees to all materials following the conference.

- [SAM LPLP 2021-22 Summit](#)

Kirk reviewed the draft agenda for the Summit. He stated that an invitation has been sent to all superintendents and principals new to their positions as well as to their supervisors providing information about the program. All new and experienced administrators are encouraged to participate.

Dale encouraged board members to review the historical profit and loss.

7. SAM 50th Anniversary Celebration ([Celebrating 50 Years - Banner](#)) [Discussion]

Dale stated that SAM will be launching the celebration. Past SAM presidents and executive directors are being contacted to record their thoughts to be shared during SAM AI.

8. MCEL 2021 [Discussion]

Dale reported that MCEL registration is open and is being planned for a blended delivery model with on-site scheduled at the Great Northern in Helena.

5. New Business

1. Consideration of [SAM Board Meeting Schedule 2021-22](#) [Action]

[Shelley Andres](#) made a motion to approve the schedule; Everett Holm seconded the motion. The motion passed unanimously.

2. Hiring SAM Director of Operations-Finance, Membership, Conferences Update [Information]

Kirk reported that he is mid-process in the search for filling the position. Two candidates were interviewed but he is not ready to make a recommendation to hire one of the candidates. Kirk recommended keeping the position open until the end of July. He encouraged the SAM board to spread the word within their circles that the position is open. He reminded board members that the position does not have the TRS or PERS retirement conditions. The job description and application are posted on the SAM website. Dale thanked Gary for his service to SAM.

3. [SAM Bulletin Article Schedule 2021-22](#) and Affiliate Presidents Website Message 2021-22 [Information]

Dale reviewed the schedule.

4. Review of Conflict of Interest ([p. 24-28](#)) and Ethics ([p. 29-30](#)) Policies for SAM Board member signature (Please complete this [Google Form](#))

Dale reviewed the documents and asked all board members to submit the form as required to continue SAM's nonprofit status.

5. Consideration of SAM Business Partnerships [Action]

- K12 MT ([Request](#) and [Info](#))

Dr. Mike Perry made a motion to approve the partnership; Dr. Greg Dern seconded the motion. The motion passed unanimously.

- Nexxus Portal ([Request](#) and [Info](#) / [Info](#))

Casey Klasna made a motion to approve the partnership; Michelle Halberg seconded the motion. The motion passed unanimously.

- DA Davidson ([Request](#) and [Info](#))

Rick Duncan made a motion to approve the partnership; Dr. Greg Dern seconded the motion. The motion passed unanimously.

Reports

6. President's Report – Dale Olinger

1. Announcement of SAM President-Elect 2021-22

Dale thanked the Board for providing him with the opportunity to serve as SAM President during the past year. He announced Shelley Andres as the SAM President-Elect 2021-22

7. Executive Director's Report – Kirk Miller

1. [Executive Director Update 6-10-21](#)

2. [SAM Strategic Plan Executive Summary 4th Quarter 2020-21](#)

Kirk invited board members to review the Executive Director Update based on the three goals of SAM's Strategic Plan. The most pertinent and contemporary items are highlighted in the document. He reported that MCEL registration is now open. Registration will be capped at 300 participants attending in person.

8. SAM Financial Report - SAM Investment/Finance Committee

1. [SAM Financial Report FY 19-20 and FY 20-21 4th Quarter with Proposed FY 21-22 Budget](#)

Dale reviewed the financial report and proposed budget. Kirk reported that the line item, "Restricted Grants", was added to the budget due to the addition of the PPP grant. He stated that approximately \$100,000 in expenditures will be spent before the end of the fiscal year, mainly to LPLP providers. The Compensated Absence Liability Fund will also have an expenditure due to Gary Wagner leaving his position as Director of Operations. Dale and Kirk both stated that SAM is very fiscally stable.

2. Review Affiliate Financial Reports with Adopted FY21-22 Budgets – [MASS](#), [MAEMSP](#), [MASSP](#), [MCASE](#), [META](#)

Dale invited board members to review the affiliate financial reports and budgets.

3. [Review Investment Committee Balance Report 4th Quarter](#)

Dale reviewed the 4th quarter balance report. Kirk reported that the investment income line item on the SAM budget has been eliminated because it has always been a placeholder in the budget in case the realized gains were put back into the SAM budget. However, this has never happened as the gains have always been reinvested and not added to the SAM budget. Kirk reported that D.A. Davidson reviews the SAM investments with the Board during the January investment/finance committee meeting.

4. Review of SAM Business Sponsors 2020-21 – [webpage](#), [Business Partners 2020-21](#)

Dale reviewed the list of SAM Business Partners stating that the revenue from business partners makes up more than half of SAM's annual revenue. The three business partners who were approved earlier in this meeting are not reflected in the proposed budget. Rick reminded board members to encourage vendors interested in doing business with their district to reach out to the SAM office about a possible business partnership. Kirk added that the SAM board approved at the last meeting that SAM Business Partners at the Big Sky and Glacier levels receive the benefit of presenting at affiliate region meetings at the discretion of the region members. Business partners at lower levels are not provided this access.

9. [Membership Report](#) – Kirk Miller

Kirk reported the final membership numbers for 2020-21. SAM ended the membership year with 1107 members, an all-time high membership for SAM. The 2021-22 membership drive launched in April.

10. Affiliate Reports – Affiliate Presidents

MASS: Casey reported that MASS had a great year. The virtual conferences were successful. The monthly leadership web meetings were well attended. The National Conference on Education was virtual and Laurie Barron was recognized as Montana Superintendent of the Year. He welcomed Dave Wick as the new MASS President Elect and thanked Dr. Mike Perry for his service on the MASS Executive Board.

MASSP: Justin reported that the Montana Principals Conference was held virtually in January and was very successful. He thanked Gary for all of his work with SAM and welcomed Shawn as the new MASSP President.

MAEMSP: Shelley reported that she appreciates the members who have reached out to potential members to encourage them to become members. She encouraged board members to attend SAM AI in July and the NAESP Conference in July in Chicago. Shelley reported that SAM LPLP was beneficial to her when she participated as the group she worked with created plans for managing Tier II/Tier III behaviors. Ted reported that he and [Shawn Hendrickson](#) are currently reaching out to speakers for the upcoming principals conference in January. She welcomed Nikki as the new MAEMSP President. She thanked Kirk, Gary, and Kim for their work and support in the SAM Office.

MCASE: Michelle reported that Sean Maharg has declined his position as MCASE President, however, Sara Novak stepped in to fill the role. Michelle stated that one of the best parts of her career has been serving as MCASE President. She reported that the MASS/MCASE conference will be held in the fall. The MCASE/MCEC conference and celebration was held this last spring and was hugely successful. She thanked the SAM Office for their help. Michelle reported that she, Jen Cline, and Kirk participated in all region meetings over the past year. This participation was very positive for MCASE members and providing support as one of the benefit of membership. MCASE will have representatives at the upcoming CEC Legislative conference.

META: Everett reported that META held a successful virtual spring conference. Several business partners participated in a virtual vendor hall as well as some great speakers. META continues to work on cybersecurity and connectivity. Some of the META regions have started to meet in person.

MACSS: Erin reported that many new county superintendents were elected this past year. Two conferences have been canceled but the members continue to meet monthly virtually. They will be meeting in September in Ennis. The first two recipients of the County Superintendent of the Year will be honored tonight during the Evening of Excellence.

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

1. [2021 Legislative Session](#)
2. [SAM Delegate Assembly](#)
3. [Federal Advocacy Update](#) – *Affiliate Federal Relations Coordinators*

Rick reported that ESSER funds will be coming to Montana. Senator Tester's office reached out about STEM funds that were available through competitive grants. SAM has a resolution against competitive grants. The AASA Legislative Advocacy Conference is scheduled for July 12 - 16 in Washington DC. Rick and Greg Dern will be attending to represent MASS as well as Tobin Novasio, Laurie Barron, and Mike Perry. Cal Ketchum was recently elected as a member of the AASA Governing Board.

Kirk reported that MASSP, MAEMSP, and MCASE officers have met or will soon meet with Montana Congressional delegation about education issues Montana.

Dave asked about the statement that was put out by Attorney General, Austin Knudsen, around critical race theory. Kirk stated that SAM as an organization could take action to take a stand on this issue however he believes the larger voice of MT-PEC may be stronger and discussion around this topic has taken place with the MT-PEC partners. Kirk feels that SAM as a 501(c)3 organization must be careful and protect SAM's non-profit status. MFPE, an MT-PEC partner, is not a non-profit organization so can take a more definite stance. Kirk reported that Montana is wide and varied politically. Dave asked for guidance from SAM on how to deal with this issue on the district level. Kirk stated that administrators should rely on the legal counsel of MTSBA for guidance. A district is not in violation if they are following the current policies that are in place.

12. Annual Reorganization of the SAM Board of Directors ([SAM Board Rotation Schedule](#))

1. Recognition of outgoing Board members

Dale thanked Peter Hamilton, Dr. Mike Perry, Jake Haynes, Craig Crawford, Michelle Halberg, and Cathy Maloney for their service to the SAM Board.

2. Seating new Board members

Dale welcomed Dave Wick, Sheri Heavrin, Julie Hornby, Sara Novak, and Erin Lipkind to the Board.

3. Announcement of new President-Elect

Dale welcomed Shelley Andres as the new SAM President-Elect.

4. Seating of the new President

Dale welcomed Cal Ketchum as the new SAM President. Cal thanked Dale for his service to the SAM Board and his great leadership throughout the year.

13. Future Meeting Dates

- [SAM 2020-21 Schedule of Conferences and Board Meetings](#)
- [SAM Web Calendar](#)
- [2021-22 SAM Conference - Meeting DRAFT Schedule](#)
- [2021-22 SAM and Affiliate Board Meeting DRAFT Schedule](#)

14. Adjournment

Rick Duncan made a motion to adjourn the meeting; Shelley Andres seconded the motion. President Ketchum adjourned the meeting at 1:24 PM.