

# SAM Board Virtual Meeting DRAFT Minutes

Thursday, June 11, 2020

10:00am - 1:00pm

[Zoom](#)



In attendance: Peter Hamilton, Dale Olinger, Laurie Barron, Mike Perry, Rick Duncan, Craig Crawford, Shelley Andres, Barb Droessler, Justin Helvik, Jake Haynes, Cathy Maloney, Michelle Halberg, Shawn Hendrickson, KJ Poepping, Greg Dern, Ted Miller, Kirk Miller, Gary Wagner, Kim Scofield

Not in attendance: Casey Klasna, Cal Ketchum, Nicole Trahan, Pam Meier, Marlin Lewis, Brian Norwood, Everett Holm

President Hamilton called the meeting to order at 10:05 AM.

## Agenda

### 1. Introductions

President Hamilton entertained introductions of current and incoming board members.

### 2. Deletions/Additions to Agenda

## Mega Issue Discussion

Topic: [COVID-19 and Montana Schools](#) – Planning for Re-Entry

Kirk reviewed the resources that have been made available to administrators and posted on the SAM website. He reviewed the process that has been established, including the committees formed, for creating guidance to schools around navigating the pandemic and reopening schools in the fall. Kirk stated that his goal is to have one set of guidance established to provide to school and district leaders and will work to make sure that there is some consistency if multiple guidance is provided.

### 3. Approval of Minutes

- [SAM Board Web Meeting DRAFT Minutes 5-13-20](#)  
Shelley Andres made a motion to approve the minutes; Craig Crawford seconded the motion. The motion passed unanimously.

### 4. Old Business

1. Consideration of [SAM Proposed Budget for 2020-21](#) – *SAM Investment/Finance Committee* [Action]  
Jake Haynes made a motion to approve the budget; Dale Olinger seconded the motion. The motion passed unanimously.
  - Review of SAM and Affiliates 2018-19 Financial Statements and Adopted Budgets 2020-21 (see below)
2. Filing of [SAM 2018 990](#) IRS Tax Form and [MASS 2018 990EZ](#) IRS Tax Form [Action]  
Kirk reviewed the tax forms.  
Laurie Barron made a motion to approve the forms; Cathy Maloney seconded the motion. The motion passed unanimously.
3. Review of Conflict of Interest ([p. 24-28](#)) and Ethics ([p. 29-30](#)) Policies for SAM Board member signature (Please complete this [Google Form](#))  
Kirk stated that it is necessary for all SAM Board members to sign the Conflict of Interest and Ethics Policies annually. These documents will be signed electronically by following the link to the Google form.

The signed documents will be reviewed by the SAM Executive Board at a later date as outlined in the policies.

4. [SAM Virtual Administrators Institute 2020 Format](#) and Delivery  
Kirk reviewed the delivery model for the SAM Virtual Administrators Institute 2020. He asked all SAM Board members to attend the conference and send an invitation to affiliate members encouraging them to attend.
5. [SAM Leaders Professional Learning Program \(LPLP\) 2020-21](#)  
Kirk stated that 90 members participated in SAM LPLP 2019-20. Data is being collected and reports created for the 2019-20 program year. Registration is open for the 2020-21 program year. He stated that there is a vision to offer virtual thought-leader sessions to all participants and Collegial Learning Networks (CLNs) throughout the year.
6. [MCEL 2020](#) Format and Delivery  
Kirk reviewed the current plans for MCEL 2020 that will be delivered through a virtual model. He encouraged board members to attend stating that a SAM Board Meeting and SAM Business meeting will also be held at that time.

## 5. New Business

1. Consideration of [SAM Board Meeting Schedule 2020-21](#) [Action]  
Michelle Halberg made a motion to approve the schedule; Craig Crawford seconded the motion. The motion passed unanimously.
2. Consideration of [JK Thomas & Associates \(JKT\)](#) SAM Business Partnership [Action]  
Kirk reviewed the request.  
Rick Duncan made a motion to approve the business partnership; Justin Helvik seconded the motion. The motion passed unanimously.
3. [SAM Bulletin Article Schedule 2020-21](#) and Affiliate Presidents Website Message 2020-21 [Information]  
Peter reviewed the schedule.

## Reports

### 6. President's Report – *Peter Hamilton*

Peter invited board members to register for SAM Virtual AI 2020 and encourage others to attend.

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

- [Executive Director Update 6-11-20](#) and [SAM Strategic Plan Update 4<sup>th</sup> Quarter 2019-20](#)

Kirk reviewed the Executive Director Update. He also reviewed the SAM Strategic Plan Update highlighting the COVID-19 resources found in the update and available on the SAM website.

### SAM Financial Report – *SAM Investment/Finance Committee*

[SAM Financial Report FY 18-19 and FY 2019-20 as of 6-1-2020 with Proposed FY 2020-21 Budget](#)

[MCEL Historical Profit-Loss FY 14-15 -- FY 19-20 as of 6-1-2020](#)

[SAM LPLP FY 13-14 through FY 19-20 Profit-Loss as of 6-1-2020](#)

[SAM AI Profit-Loss Historical FY 2015-16 to FY 2019-20](#)

[SAM Business Partnerships 2019-20 by Sponsorship Level](#)

[MASS Financial Report FY 2019-20 4th Quarter as of 6-1-20 with Approved FY 2020-21 Budget](#)

[MAEMSP Financial Report FY 19-20 4th Quarter as of 6-1-2020 with Approved FY 2020-21 Budget](#)

[MASSP Financial Report FY 2019-20 4th Quarter as of 6-1-2020 with Approved FY 2020-21 Budget](#)

[MCASE Financial Report FY 18-19 and FY 2019-20 4th Quarter as of 6-1-2020 with Proposed FY 2020-21 Budget](#)

**8. [Membership Reports 2019-20 and 2020-21](#) – Gary Wagner**

Gary reviewed the reports thanking the affiliate leadership for reaching out to potential members. He stated that the membership drive has launched for 2020-21.

**9. [Affiliate Reports – Affiliate Presidents](#)**

MASS: Mike reported that a terrific MASS Board of Directors is in place for next year. He looks forward to participating in SAM Virtual Administrators Institute 2020.

MCASE: Michelle reported that MCASE regional groups met during the past few months to plan together for COVID impacts on our schools and for school reopening. She stated that the meetings were extremely valuable. A group from MCASE are participating in the CASE Advocacy Conference in July.

MACSS: Cathy thanked the leadership provided during the pandemic.

MASSP: Justin reported that MASSP and MAEMSP are currently planning the Montana Principals Conference

MAEMSP: Craig thanked the SAM office for their help throughout the year. He has enjoyed seeing the positive changes and innovative thinking that have had to happen during the pandemic.

META: No report.

**10. [Advocacy Report](#)**

- [SAM Delegate Assembly 2020](#)
  - [SAM 2019 Advocacy Priorities, Positions, Resolutions Approved 10-18-19](#)
  - [Call for Positions and Resolutions, Selecting Delegates](#)

Rick reported that the Delegate Assembly Steering Committee met on June 9 to review the position and resolutions that will be presented to Delegates during Delegate Assembly. One new resolution has been proposed. A potential resolution could be presented around funding for implementation of HB 745. Rick reviewed the SAM Advocacy Priorities. Delegate Assembly Caucuses and New Delegate Orientation are scheduled for July 29th and Delegate Assembly on July 30th. The SAM membership will vote on the advocacy package at the SAM Business Meeting in October.
- Legislative Interim Advocacy – [Committees, Upcoming](#)
- [Federal Advocacy](#) – *Affiliate Federal Relations Coordinators*

Rick reviewed the letters that SAM has signed on to for COVID-19 relief, CARES Act funding, and the Homework Gap E-rate request.
- SCOTUS consideration of [Espinoza vs. MT Dept of Revenue](#) – [SCOTUS Blog](#), [Ballotpedia](#), [MQEC Update](#)

Rick reported that a ruling should be made in the next few days.

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

1. Recognition of outgoing Board members

Peter thanked Laurie for all she has done for the SAM organization. Kirk acknowledged Laurie's leadership and expressed his appreciation for her ability to influence and help drive decisions that serve the best interest of Montana's children. Dale thanked Brian for his leadership of META for the past several years.
2. Seating new Board members

Peter welcomed the new board members.

3. **Announcement of new President-Elect**  
Peter introduced Cal Ketchum as the new SAM President-Elect.
4. **Seating of the new President**  
Peter welcomed Dale as the new SAM President. Kirk thanked Peter for his service as the SAM President this past year and for his ability to lead the organization through these tumultuous times. Several board members thanked Peter for his leadership as SAM President this past year. Dale acknowledged Peter's work for SAM and is ready to lead SAM in the coming year.

## **12. Future Meeting Dates**

- [SAM Schedule of Conferences and Board Meetings](#) and [SAM Webpage Calendar](#)

## **13. Adjournment**

Mike Perry made a motion to adjourn the meeting; Craig Crawford seconded the motion. The motion passed unanimously.

The meeting was adjourned at 11:55 AM.

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