

# SAM Board of Directors Meeting DRAFT Minutes



Thursday, June 13, 2019

10:00am - 2:00pm

SAM Office or [UberConference](#)

**In attendance:** Laurie Barron, Dale Olinger, Mike Perry, Casey Klasna, Tobin Novasio, Rick Duncan, Craig Crawford, Shelley Andres, Pam Meier, Barb Droessler, Jake Haynes, Shawn Hendrickson, Joel Graves, Cathy Maloney, Linda Marsh, Michelle Halberg, Karen Underwood, Brian Norwood

**UberConference:** Nicole Trahan

**Not in attendance:** Peter Hamilton, Jon Konen, Lance Boyd, Cal Ketchum, Marlin Lewis, Justin Helvik

The meeting was called to order at 10:02 AM.

## Agenda

### 1. Introductions

### 2. Deletions/Additions to Agenda

None noted.

## Mega Issue Discussion

Topic: [2019 Legislative Session – Leveraging Flexibility and Resources for Schools](#)

Kirk introduced Rick as the SAM Delegate Assembly Steering Committee Chairperson and lobbyist for SAM during the 2019 Legislative Session. Rick stated that the position SAM takes on each bill is designated by the Delegate Assembly position statements. Rick reviewed the following bills grouped by priority: School Funding: HB 159, HB 638, HB 351, HB 387, SB 92; Recruitment and Retention: HB 211; Privatization with Public Funds: HB 755, SB 352; Technology: HB 247 which came about because of the SAM Delegate Assembly process; and Mental Health: SB 267. Tobin stated that the interim education committee will begin meeting soon and he plans to meet with Sue Vinton, his legislator on the interim education committee, and he asked other board members to do the same to discuss a bill that was passed during the 2019 legislative session to do a study on bullying. Tobin feels the study may not be in the best interest of schools. Rick reviewed the SAM Testimony Log 2019 Legislative Session, SAM Legislative Updates, Podcasts, and the SAM Followed Bills all of which were meant to inform SAM members of what was happening during the session. Rick reviewed the passage and failure rate of SAM followed bills. Kirk stated that he met with the MT-PEC partners often during the session. He reviewed an outline of a unified plan for professional development created with MT-PEC. SAM plans to provide professional learning based on the outline during SAM AI (July 30-31) to help districts realize monies made available from bills that passed during the legislative session. Training will also take place during affiliate board leadership web meetings, MCEL, and affiliate conferences.

### 3. Approval of Minutes

- [SAM Board Meeting DRAFT Minutes 4-5-19](#)

**Dale Olinger 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 2019-20](#) – *SAM Investment/Finance Committee* [Action]  
**The SAM Executive Board (Investment/Finance Committee) made a motion to approve the SAM Budget for 2019-20; Rick Duncan seconded the motion.**

Discussion: Kirk reviewed the proposed budget. He explained the new Compensated Absence Liability line item created for a time in the future when the current SAM employees leave their positions.

**The motion passed unanimously.**

- Review of SAM and Affiliates 2018-19 Financial Statements and Adopted Budgets 2019-20

2. Consideration of [SAM Delegate Assembly Steering Committee Appointments](#) [Action]

Laurie reviewed the committee appointments.

**Joel Graves made a motion to accept the recommendation of the appointments of Bruce Whitehead and Rich Lawrence to the SAM Delegate Assembly Steering Committee; Linda Marsh seconded the motion. The motion passed unanimously.**

New appointments will go into effect immediately following Delegate Assembly.

3. Filing of [SAM 2017 990](#) IRS Tax Form and [MASS 2017 990EZ](#) IRS Tax Form

Kirk stated that the IRS requires SAM to make these forms publicly available. He explained that two forms are required to be filed because SAM is a 501(c)3 organization and MASS is a 501(c)6 organization.

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

#### 5. New Business

1. Consideration of [Revision to SAM Policy – Appointees to the MUST Board](#) [Action]

Kirk reviewed the revisions to the SAM policy.

**Mike Perry made a motion to accept the SAM Policy revisions to Appointees to the MUST Board; Dale Olinger seconded the motion. The motion passed unanimously.**

2. Consideration of [Appointment of SAM Representatives on the MUST Board of Directors](#) [Action]

Laurie stated that the SAM Executive Board recommends Bob Connors and Doug Reisig to the MUST Board of Directors.

**Shelley Andres made a motion to appoint Doug Reisig and Bob Connors to serve 3 year terms as SAM representatives on the MUST Board of Directors; Brian Norwood seconded the motion.**

Discussion: Rick asked if there is a resignation during a board member's term if the new appointment would complete the term. Kirk concurred.

**The motion passed unanimously.**

3. Consideration of [Revision to SAM Policy – SAM Core Purpose & Staff Job Descriptions](#) [Action]

Laurie reviewed the revisions to the SAM Policy.

**Linda Marsh made a motion to accept the SAM Policy revisions to the SAM Core Purpose and Staff Job Descriptions; Craig Crawford seconded the motion.**

Discussion: Kirk reviewed the job description revisions in the policy manual. Craig thanked the SAM office team for the communication that comes from SAM. Karen asked about the plan for the next

legislative session. Kirk stated that the same model will be followed which included finding someone within the organization to assist with the session as Rick Duncan did during this past legislative session.

**The motion passed unanimously.**

4. Consideration of [SAM Board Meeting Schedule 2019-20](#) [Action]

Laurie reviewed the meeting schedule.

**Dale Olinger made a motion to adopt the SAM Board Meeting Schedule 2019-20; Brian Norwood seconded the motion. The motion passed unanimously.**

5. Consideration of [Winsor Learning SAM Business Partnership](#) [Action]

Kirk reviewed the SAM business partner request from Winsor Learning.

**Craig Crawford made a motion to accept the request for Winsor Learning to become a SAM Business Partner at the \$3500 (Montana Mountain) level; Rick Duncan seconded the motion. The motion passed unanimously.**

6. Consideration of [Teachers on Call SAM Business Partnership](#) [Action]

Kirk reviewed the request. Gary provided information about the company.

**Joel Graves made a motion to accept the request for Teachers on Call to become a SAM Business Partner at the \$1500 (Montana Meadow) level; Shelley Andres seconded the motion.**

Discussion: Karen asked if there are any negative aspects to accepting the request. Kirk stated that the original downfall was thought to be to outsource the service, however this was described in more detail and the outsource will be within the community requiring the service. Karen asked if this service would require more from an administrator. Rick asked if the company will complete background checks. Dale stated that these concerns are not actually SAM board concerns but a concern of the district who engages in the company's service. Laurie compared this to LightSpeed: the SAM board endorsed LightSpeed as a good company but not necessarily the best company. It is a district's choice to use the service.

**The motion passed unanimously.**

7. [SAM Bulletin Article Schedule 2019-20](#) and Affiliate Presidents Website Message 2019-20 [Information]

Laurie reviewed the schedule. Kirk mentioned that each affiliate president is also asked to write a President's Message for the website. She asked that affiliate presidents submit their messages to Kim at the SAM office soon.

8. [SAM Youth Endowment Gift from Jules Waber](#) [Information]

Laurie reviewed the generous endowment gift from the Jules Waber estate which would fund approximately one year of disbursements.

## Reports

### 6. President's Report – Laurie Barron

Laurie asked members to attend and encourage others to attend SAM AI 19 in July. She suggested for board members to ask their supervisors for these days to count as work days. Laurie stated that her district uses Title funding for conference attendance. Laurie indicated that it is required for administrators from her district to participate in the SAM LPLP mentor program (or another mentor program) for the first three years of their administrative role. Laurie stated that MASS is funding the LPLP fee for superintendents new to their districts. Laurie mentioned that MCEL will be in Billings in October and encouraged all SAM Board members to consider going.

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

[Executive Director Update 6-13-19](#) and [SAM Strategic Plan Update 4<sup>th</sup> Quarter 2018-19](#)

Kirk referenced the Executive Director Update focusing on the following:

- SAM Strategic Plan Update:
  - Framework of Leveraging Flexibility and Resources for Schools
  - SAM LPLP
  - Professional learning in collaboration with MASBO
  - SAM Needs Assessment
  - Vacancy Fill Report
- Executive Director Update
  - Financial Report and Proposed Budget
  - SAM Business Partners: Kirk encouraged board members to connect with business partners at conferences. He stated that the total amount of revenue from business partners does not include in-kind sponsorship and LightSpeed or MTASCD services revenue.
  - ESSA Montana School Report Card
  - Broadband Expansion ESH Report and 2019-20 Work Plan: META and SAM delivered the broadband message and made the connection with e-rate when it first came to Montana. The agreement with ESH will sunset in 2020. MASS Spring Conference 2020/METAtechED 2020 may include a celebration of the success of ESH.
  - SAM Board Rotation Schedule
  - Appeal of Espinoza case to U.S. Supreme Court which will be in committee in the next few weeks.
  - SAM LPLP and the development and continuation of CLNs

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

[SAM Financial Report FY 17-18 and FY 2018-19 as of 6-1-2019 with Proposed FY 2019-20 Budget](#)

[Business Partners 2019-20 by Sponsorship Level 6-4-2019](#)

[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 6-1-19 with Adopted FY 2019-20 Budget](#)

[MAEMSP Financial Report FY 17-18 and FY 18-19 as of 6-1-2019 with Adopted FY 2019-20 Budget](#)

[MASSP Financial Report FY 17-18 and FY 2018-19 as of 6-1-2019 with Adopted FY 2019-20 Budget](#)

[META Financial Report FY 17-18 and FY 18-19 as of 6-1-2019 with Adopted FY 2019-20 Budget](#)

[Investment Committee Balance Report FY 2017-18 and FY 2018-19 as of 6-1-19 - Affiliate Breakdown](#)

[Jules Waber Estate Distribution to SAM Youth Endowment Letter](#)

Laurie referenced the financial reports.

## 9. Membership Reports [2018-19](#) and [2019-20](#) – *Gary Wagner*

Gary referenced the membership reports.

## 10. Affiliate Reports – *Affiliate Presidents*

**MASS:** Mike reported that fall conference planning has begun. The conference will be held with MCASE in Bozeman September 23-24. The focus will be on mental health issues.

**MASSP:** Jake reported that MASSP members are currently wrapping up the end of the school year. It is a busy time of year for them all.

**MAEMSP:** Pam reported that Kirk gave a legislative update at the MAEMSP Reorganization Meeting in April. The national conference will be in Spokane in July. The Montana Principals Conference will be held jointly again with MASSP in January at Fairmont.

**MCASE:** Karen reported that a co-op director meeting took place this spring. Increased collaboration with OPI that will result in a director's guide came from that meeting. Karen stated that information about the MCASE Recruitment Project can be found on the SAM website. The project provides a great opportunity to advertise open special education positions. Membership for districts to participate in the project is based on district enrollment and the cost is on a sliding scale. Karen stated that MCASE has all region director positions filled and she welcomed Michelle Halberg as the new president.

**MACSS:** Linda reported that the fall meeting will be September 26-27. Cathy Maloney is the new president. Cathy stated that longtime member, Kathy Pfister, recently retired and will be honored at the SAM Evening of Excellence.

**META:** Brian Norwood reported that META has adopted a Terms of Service (TOS) project due to legislation that passed during the past session. Kirk stated that OPI and META have collaborated to provide the tools for all Montana school districts to participate in the Student Data Privacy Consortium. Vendors will need to sign Montana's TOS agreements in order for software companies to do business in Montana.

## 11. Advocacy Report

- [SAM Delegate Assembly 2019](#) – Rick Duncan (*DA Steering Committee Chair*)

Rick reported that Delegate Assembly begins later today with a New Delegate Orientation followed by affiliate caucuses. One new resolution will be presented to the delegates today.

- [Federal Issues](#) – *Affiliate Federal Relations Coordinators*

Rick stated that a MASS advocacy team will be traveling to Washington, D.C. in July to speak to Montana legislators. Rick stated that Senator Tester has sponsored two bills dealing with REST and NEST that assist in recruitment and retention of educators. Laurie referenced the SAM Statement of Support for Federal Issues that is used by affiliates when discussing issues with federal legislators.

## 12. Annual Reorganization of the SAM Board of Directors

1. Recognition of outgoing Board members  
Joel Graves, Karen Underwood, Linda Marsh, and Tobin Novasio were recognized. Lance Boyd and Jon Konen were not present but were recognized.
2. Seating new Board members
3. Announcement of new President-Elect
4. Seating of the new President - Peter Hamilton

## 13. Future Meeting Dates

- [Board Meetings 2019-20](#), [Conferences 2019-20](#) and [SAM Webpage Calendar](#)

## 14. Adjournment

**Dale Olinger made a motion to adjourn; Rick Duncan seconded the motion. The motion passed unanimously.**

Meeting adjourned at 1:14 PM.

Respectfully Submitted,

Kimberly Scofield

Director of Member Services and Professional Learning