

META Board Meeting

MINUTES

May 17, 2017

9:00 AM – 11:00 AM

SAM Office – Helena, MT

Call Meeting to order, Approval of Agenda and 3-14-17 Board Minutes & 3-14-17 General Membership Business Minutes

Present: **Colleen Drury, Dave Dobbins, Todd Lark, Talia McCurdy, Adam Tholt, Rich Lawrence, Anita Freeman, Kelly Veis, Russ Hendrickson, Mark Branger, Glenn Wehe, Deanna Flemmer, Brian Norwood, Brad Somers**
Kirk Miller (via UberConference), Pat Audet, Kim Scofield

Absent: **Mindy Obert**

Call to Order: The meeting was called to order at 9:03 by Rich Lawrence.
Introductions were made.

[META Board Meeting DRAFT Minutes 3-14-17](#)

[META General Membership Meeting DRAFT Minutes 3-14-17](#)

- Motion by Mark Branger to approve the minutes; Seconded by Todd Lark,
Vote: Approved unanimously

Mega Issue Discussion

Topic: The 2017 Legislative Session and how results will impact instructional and infrastructure technology over the next two years (Cyber Security, etc.)

Pat discussed the three bills that effect technology: HB390, SB307, and HB2. Kirk added HB 647 to the discussion. Rich asked if there were initiatives brought forth by META that failed or were not heard that META should begin working on for the next session. Pat responded that the infrastructure bill, HB390, was driven by META in association with Education Superhighway and was a key victory. Russ stated that MCPS is disappointed in the language of the bill and they had done a lot of work to get it passed. He stated that META should continue to work with MT Digital Academy to be sure they approach broadband more equitably. Rich stated that the topic of Cybersecurity will be discussed during New Business.

Old Business

- Code Opportunities Available in MT – Update & Committee report (Russ, Mindy, Todd, Brad, Rich, Deanna) – Big Sky Code Academy, MT Digital Academy, OPI Teacher Hub and other sources.

Mindy Obert was unable to attend the meeting, but provided “Opportunities for MT Student to Learn Coding CSCI 100 Dual Credit”. Russ added Missoula College/UM is working on developing a minor in computer science.

- [Swift Language \(Apple\)](#) – App Coding for HS Students for creating and designing apps (John Drescher): Kirk explained that this is a free program through Apple.
- E-rate Consulting Committee Report (Rich & Todd). NCCE has met with Rich and Todd three times since the last meeting. To help NCCE get the most out of their partnership, Rich hopes to promote NCCE through face-to-face meetings with other SAM affiliates beginning with MASS. Todd mentioned the possibility of a summer tour with training for E-rate and other subjects that would interest district administrators. Rich sees this as a way to empower administrators to understand their technology infrastructure. As a next step, Todd and Rich (committee) will meet along with anyone else that wants to join the committee to create a form to present to school leaders across the state.
- Revise META Membership Dues Structure. Pat explained that a dues revision was suggested for larger school districts and companies with many technologists offering a reduced fee for membership to provide memberships for more technologists similar to SAM Institutional membership possibly for 2018-19. Todd suggested differentiating between district class sizes. Russ suggested that districts should have to pay for a couple of full memberships before they receive a discount. Pat stated that he would assist a committee in investigating a membership structure and reminded the attendees that payments to SAM and CoSN need to be considered in the new structure. Glenn has looked into this and would like to continue on a committee as would Todd and Rich. Glenn's intent is to design a plan that could be communicated to other school leaders to increase META membership. Rich will send an email to the committee to begin the discussion and devise next steps.
- SAM Administrators Institute - July 31-Aug 2. Registration and Institute description are on SAM website. Kirk mentioned that META leaders are needed to fill the Leadership Using Technology Focus Zone. There will also be a Social Media Lounge that META members could provide guidance for. Rich is willing to assist with the breakout sessions.

New Business

- Cyber Security Committee – Trusted Learning Environment (TLE) CoSN Program connect with SAM LPLP. Russ and Rich are on this committee – Rich stated that an outline and documentation that could be presented to school leaders through the SAM membership are being created. Russ stated that they like to create a cohort through SAM LPLP. MCPS is registered for the program and Russ would like other schools to join. Kirk mentioned that this should be part of LPLP Summit on July 31st and as a breakout session on August 2nd. Schools can start the TLE process on their own without joining the cohort. However, Glenn suggested, that from a META value standpoint this can help build membership. Russ suggested discounting the cost of LPLP and that META can maybe step in and provide scholarships for LPLP registration for some schools. Kirk stated that SAM LPLP costs \$500 per person, but it can be \$500 per organization to join cohort. Todd has been part of LPLP and spoke highly of the program and stated that it supports a META members' relationship with other administrative leadership and provides a powerful communication and cooperative opportunity.
- Consideration of Award – [Tech-Savvy Superintendent of the Year](#). Rich asked for a committee to create criteria and advertising of this award. Glenn volunteered to be on committee using a template provided in link to eSchool News. Rich suggested that this could be awarded at spring conference. Pat stated that the committee should consider eSchool News deadlines. Glenn, Rich, and Kelly volunteered to work with Pat on this committee.

- Motion was made by Glenn Wehe to form a committee for Tech-Savvy Superintendent of the Year award. Dave seconded the motion. Vote: motion passed unanimously.
- **META Board Reorganization**
 - Recognition of outgoing Board members – Jeredene Mayfield, Anita Freeman, John Jensen. Rich thanked outgoing members for their service and commitment to META.
 - Seating new Board members – Pat: Talia taking Jeredene’s place as NC co-director with Dave. Colleen Drury from Scobey taking Anita’s place as NE director, Adam Tholt from Winnett taking John Jensen’s place as Central director. Rich thanked new members on behalf of META for making this commitment. A short orientation meeting will take place after this meeting adjourns.

President Report – *Rich Lawrence* – Rich reminded attendees that the META Strategic Plan is a reminder of why we are part of this organization that Rich is proud to be part of.

Executive Director Report – *Kirk Miller* – Pat discussed aspects of Kirk’s written report. Pat also mentioned MCEL 2017 to be held in Billings October 19-20. Wednesday, October 18th, will be provided digitally via Interactive Webinar in 30 minute segments. Pat stated that last year’s membership was at an all-time high with over 1000 SAM members. New online membership renewal is underway along with the new SAM database.

Regional Director Reports – *Regional Directors*

- Glenn – NW region is working on recruiting new members.
- Deanna – NW – Systems engineer from Apple presented at their last meeting. Devin Holmes from MT Code Academy was also a guest.
- Mark – SE region – Google team drive and MDM solution were discussed with 10 members at the last meeting.
- Talia – NC – Half of membership attended the last meeting. SMART did a demonstration on security camera systems. Margie Bouman is taking CETL today and will be the first one in MT to complete this.
- Adam – Central would like to begin having 3 -4 meetings per year and would like to schedule these at the same time as C MASS meetings.
- Kelly - NC – CoSN national convention was discussed at the last meeting.

METAtechED Spring Conference - Dave suggested that three days may be difficult to attend even though it’s important for exhibitors. Russ stated that the venue will now be the Radisson in Helena and that people can attend whichever days they would like. Dave suggested giving vendors time to present and Rich suggested scheduling time for people to meet with one another. Glenn suggested that regional breakouts could be offered during conference. Rich will put together a potential schedule and send it out to the membership for feedback. Glenn suggested that thank you notes need to be sent to all vendors that come in to the conference. Rich sent an email, but a written letter would be beneficial. Glenn and Kelly volunteered to help Rich and Brian with vendor thank you cards.

Committee Updates

- CoSN State Chapter Update – *Russ Hendrickson* – Russ suggested that META could make an attempt to get people to go to conference.
- General Committee & Strategic Plan update – *Rich Lawrence* –discussed earlier in meeting

- Advocacy Committee – *Todd Lark* – Todd mentioned that META’s effort to build a presence in the state is going well. Kirk asked if Delegate Assembly delegates had been chosen. Rich, Todd, Dave, Glenn, Brad volunteered. Russ volunteered as an alternate.
- Professional Learning – *Brian Norwood* – This committee was busy earlier in the year with the spring conference and Technologist of the Year award.
- Organization Development – *Brad Somers & Mark Branger* – Policy and Procedures handbook was updated with the suggested changes. Action to be taken on this document at the META Board Retreat in September.

Open Discussion - Items brought to the Board by Regional Directors

- Pat mentioned Mindy’s suggestion of researching the SLACK app. Todd suggested that the META board experiment with the app first before presenting it to the membership. Rich asked each board member to conduct their own research on SLACK and discuss it during the next meeting. Todd will set up a SLACK instance and provide a demonstration at the next meeting.

META CALENDAR

[SAM & Affiliate Board of Directors 2017-18 Meeting Schedule](#)

[SAM and Affiliates Conferences Schedule 2017-18](#)

The next meeting is scheduled for September 15-16, 2017 during the META Board Retreat. Rich will contact the board about creating a draft agenda. Kirk recommended waiting until mid-June to begin preparing the agenda.

Brad asked about a terms of service agreement to be sent to vendors and wondered if META should look at this type of offering as an organization? Rich suggested that this issue be added to the retreat agenda.

Glenn motioned to adjourn; seconded by Todd; Adjourned at 11:10 am.

Respectfully submitted by *Kimberly Scofield*, SAM Communications Specialist