

**Minutes of Meeting
Board of Directors NSIP
January 24, 2024**

Members present: Bert Hendee, Nathan Roberts, Paul Katnik, Shawna Fagbai, Dave Sechler, Carol Lensing- Emeritus

The meeting was called to order at 8:25 a.m. The minutes of the September virtual meeting were approved by Paul and seconded by Nathan. The minutes were unanimously approved.

The first item of business involved discussing the addition of Jennifer Stapleton to the NSIP board. She has been a long time SAM for various teams and is currently an active SAM and Administrative assistant in Springfield, Illinois. The board discussed Jennifer as an addition- She was one of two finalists and in the end was the best candidate. It was moved by Shawna and seconded by Dave to accept her as the newest member of the NSIP board of directors. The board unanimously approved Jennifer Stapleton as a new board member. Bert shared the process we would use to introduce ourselves to Jennifer when she arrives. The board spent some time informally introducing themselves to Jennifer and welcoming her to the board.

Secretary position: The board reconvened to discuss the position of the secretary of the board since Debbie has now resigned and will become an Emeritus member of the board; Bert talked about the role of the secretary- Shawna volunteered to assume the role of secretary. Dave moved to have Shawna become the secretary- Nathan seconded the motion. Carol Lensing will be the interim secretary until Shawna assumes the responsibility.

Board member updates: Paul shared some updates from Missouri and some new pieces- goal is to bring in a new group each year. Ten new teams were added through the two new initiatives- 1) instructional leadership conference and 2) new principal conference. Missouri has been holding a leadership academy for many years and has been very successful. Paul brought some data to share with board members- the data was in regard to new teachers and reduction in the numbers who have done student teaching as well as the number of teachers who have not come from a four year college degree as well as the alarming number of long term substitutes in school districts. Other board members shared common issues across all states. Mark shared about the biggest impact of SAMS is to focus on what they CAN Do instead of what they CAN'T DO. Missouri also has been gathering data on teacher retention as well. MLDS went for and got a Seed grant to study retention, trauma, and academic acceleration. What is our response to support our principals in this difficult time. Mark shared that one of the dangers is the political impact on public education. Shawna shared the concerns about AI and the dangers there. Dave shared the core piece of "It's all about the learning"- we can't lose sight of that. We need to keep hope alive. Mark shared that we added three states this year but not at the state level.

Fiscal Review: Mark passed around copies of the organization's financial statement ending June 30, 2023; most important thing to note that they didn't find any difficulties and having zero deficiencies. We finished the year with a positive fund balance as we have each year. We are fine financially- Peggy is working to keep up with payments from clients which has helped. Last year in the audit we had a \$900,000 fund balance at the end of the year; we are looking at having about a \$700,000 total fund balance at the end of this fiscal year. Biggest expense is the National Conference, approximately \$1.9 million. Bert asked the question about the impact of changes like travel expenses, in person coaching,

etc. The organization has shifted to spending much more on coaching support, etc. instead of on in person implementation and in person coaching. Mark keeps a running record of finances to always keep ahead of it. What we hope to actually have in the bank at the end of this fiscal year is \$300,000.

Executive Directors Report: (1) Rubric data— we will be looking at that data at the June board meeting; (2) Organizationally we are stronger than ever before. Everyone in the office is cross-trained now and is very valuable. (3) Coaching work has increased because we are working harder at mentoring the coaching and the amount of PD provided for coaches is much greater. Data Tuesdays, etc. have been very effective and well attended. Additional coaches are being brought on- 6, 7, 9 each of the last three years. Financial— previously covered. (4) TimeTrack— investing a lot into the new timetrack- still not ready to release but very close- being tested with Outlook but not finished yet, does communicate with Google. Should hopefully be released by the end of the year! Mark share some information about this year's conference. Most districts fund SAMS through Title I and/or Title II, or different types of grants. Mark shared that we have a contract with Brenda Turnbull to continue our research- she did the initial study, was critical about our coaching, and then the organization asked her to continue to look at research on our coaching.

Bylaws, language, procedures review policy, ED review: Dave passed out a packet to each board member. We began by looking at revisions to the bylaws, specifically we reviewed the changes to Section 2.4- Board meetings. The board spent time talking about the changes. A motion was made by Nathan and seconded by Jennifer to accept the bylaw revisions. The motion was unanimously approved.

The board adjourned for lunch break.

The board reconvened at 1:21 p.m.

Dave continued with his report. He first reviewed the Executive Director Performance Review (clean copy) with the proposed changes in the document. Board discussion followed. The board then reviewed the clean copy with changes. A motion was made by Paul to accept the revised document- Dave seconded the motion. It was unanimously approved by the board.

Mission/Vision, Metrics, Rubric Review- There were no additional items in this area.

NSIP Board Self-Evaluation-Paul; Paul reviewed the last board self-evaluation document. He commented that we have improved in the area of "connection to SAM community" by adding board comments to SAM Fantastic. The second point was "employment of an Executive Director" and the third area was "process for monitoring and acting on performance". Paul reminded everyone that the process will begin again later this year using the revised document. We will review the new document data when it becomes available to see if the board's discrepancies across areas still exist. The board will revisit this area on an ongoing basis.

Miscellaneous Items: A discussion of the next in person board meeting was held. Bert & Mark threw out and the board discussed the possibility of going to Buffalo, New York and Niagara Falls (staying on the Canadian side). Tentative dates of first full week of July were thrown out (July 7-14th) for the next in person board meeting. Mark will finalize and get the information to the board soon. The Spring 2024 virtual meeting will be held April 8th (2:00-4:00 pm central time). The Fall virtual meeting in 2024 will be held on September 30th (2:00-4:00 pm central time). The 2025 National SAM conference will be held in Miami Beach, FL on January 16-18th with the board meeting being held on January 15th. The Spring 2025

virtual meeting will be held April 7th (2:00-4:00 CT). In 2025 the week of July 6-13th will be the window for the summer board meeting.

Mark reviewed the conference agenda for this conference and the exciting things that are included in this year's conference.

Paul reminded the board that we should all constantly be thinking about possibilities for additional board members. Are there perspectives we are still missing on the board?

Shawna asked the question about "target" districts to consider adding? Mark shared some comments about possible expansion areas and the process he uses.

Dave moved and Bert seconded that the meeting be adjourned

The meeting was adjourned at 2:50 p.m.