

Minutes
Board of Directors Meeting
National SAM Innovation Project

Date: January 25, 2017

Time: 9:00 AM

Location: Harbour Beach Resort Marriott
Fort Lauderdale, Florida

Present: Mark Shellinger, Executive Director
Bert Hendee, President
Carol Lensing, Vice-President
Debbie Daniels, Secretary
Dave Sechler, member
Kendra Washington-Bass, member
Nathan Roberts, Treasurer
Paul Katnik, member (Paul left the meeting at 2:00 PM)

- I **Call to order:** at 9:11 AM by President Bert Hendee.
- II **Quorum:** Seven of seven board members present (four required.)
- III **Reading and Approval of Minutes:** Motion was made by Carol Lensing and seconded by Kendra Washington-Bass to approve the minutes as written for the September 23, 2016. Motion carried. 7-0.
- IV **Treasurer's Report (Fiscal Update)**
 - A. There is no formal report at the January meeting. The official report happens at the September meeting.
 - B. Financial Update
 - i) NSIP has already taken in more revenue than last year.
 - ii) NSIP is financially sound.
 - iii) Cash flow is fine.
 - iv) There is always an unknown with the upcoming year's membership, but currently the future looks good.
- V **Executive Director's Report**
 - A. National Conference Update
 - i) Mark shared a PowerPoint of all the past SAM Conferences and highlights of the conferences.
 - ii) As the conference has grown, Mark shared the challenges with hosting the conference and now at 834 participants, the question was posed, when does the conference get too big?
 - iii) The board discussed the size of the conference and the optional summer conference: continuing growth, conference space, level of experience, service agreement contract language to offer optional conferences, priority for participation, learning event first, and requirement of SAM Team performance level.

- iv) The board is going to observe this conference and continue this conversation at the next board meeting.
- v) Costs for coaches and spouse/significant others is a large cost and are currently at no cost. Recommendation was made to charge spouse/significant other fees to attend. The suggestion was \$200.
- vi) The success of the conference is so diverse and NSIP attributes the practice as a key component of the conference's success.
- vii) The annual conference will cost \$1.7 million.
- viii) Fort Lauderdale, Tucson, and others are submitting proposals for the 2019 conference.

B. SAMs Staff

- i) Staff is all doing well. New staff are progressing and committed.

C. National Conference

- i) To view the conference information, go to registration@samsconnect.com and username board@samsconnect.com and the password: board123.
- ii) There are 836 participants at the conference this year.
- iii) Mark demonstrated the computer program developed by Eric and the NSIP staff to record all the information pertaining to the conference. This is a remarkable program and is owned by NSIP.
- iv) Paul commented on the fact that this is not specific to this conference, but can be used for all conference registrations.
- v) Kendra commented that this was great information for the presenters to know how many will be in their sessions.
- vi) The board discussed many other uses of the tool and how informative the tool is.
- vii) There are lots of people here on their school money and above the amount paid by the districts. (That amount is around \$400,000.)
- viii) Thanks to Eric and Carol for the great work on the registration tool.
- ix) Dates for the 2018 conference is January 24-28, 2018, at Marco Island J W Marriott, Marco Island, Florida.

D. Current SAM Schools

- i) At this time there is no notice that NSIP will be losing members.

E. TimeTrack Updates

- i) There are new upgrades to assist in scheduling connected events, specifically to support the evaluation process.
- ii) The next upgrades will be to the mobile application.

VI Unfinished Business:

A. Bylaws: Annual Policy Review Guide

- a. Dave provided an annual policy review guide for the board to review policies and provide feedback.
- b. The board discussed including Emeritus status for retiring board members. Carol and Dave will work on the policy draft for the next board meeting.
- c. Any feedback or suggestions by members should be sent to Bert and Dave.

B. ESSA Information

- a. NSIP needs data where there is a big turnaround academically by SAM schools. This is needed for the ESSA grant.
- b. The changes in ESSA are going to provide opportunities for funding for SAMs. The board is going to meet at a later date to learn more about the changes and how it may affect SAMs. Mark is working with Wallace to meet with the board later in the fall through a webinar.
- c. Mark suggested that we all share that SAMs meets the ESSA requirements for leadership development, once everything is final.

C. Missouri Leadership Development System

- a. States are deciding about their new plans for ESSA and Missouri is in DC for a peer review of their plan. 3% set aside for leadership development. Meeting with superintendents to discuss the plan. SAMs is part of Missouri's Plan.
- b. ELLC states with Wallace. Missouri asked to participate. Focus is on leadership.
- c. CSSO financed the writing of the emergence level of the Mo plan and is going to finance the next level. The state is also working to identify pilot schools/district. In the emergence level there are three pieces that use SAM materials. This information is on the CCSSO site.
- d. Missouri is enjoying a lot of support for SAMs.
- e. Plans are in place to serve all schools in the state from the Title I set aside funding and providing some state-wide training.
- f. Potentially there will be 150 SAM schools in Missouri next year.
- g. The Wallace group is meeting on this next week.

D. Time Change Coach Rubric Discussion

- a. Kendra and Carol have shared information and what the training/collaborative networking piece would look like.
- b. Some work on this in Iowa and Georgia has resulted in agenda items that can be used.
- c. The thought is that there needs to be a person who ensures consistency and supports coaches with new training and support.
- d. Things to think about: 1) how do we select coaches (key indicators); 2) new coach induction process; 3) how to assess overtime their effectiveness and impact; 3) what should be the coaching ratio.
- e. Data Collection; Former SAM experience, not assigned to their home district, successful leaders; follow-up with references - selection phase, induction phase, ongoing support using Master coaches and ongoing training. What are the non-negotiables. Things they must go through, training, # of schools, participate in # of professional learning including implementation specialist training. Customization support for coaches and looking at the need of the states and districts. Consider potential pathways. Use of TT.
- f. Have to think about how to recycle coaches and coaching. How many years, etc. Maybe a coaching visit with a Master Coach. SAMs is a process and a means to an end. It is a thing you do to do the things you need to do.

VII New Business:

- A. Transition
- B. Missouri Leadership Development System

C. Time

State Affiliates Updates - Key points of the updates include:

- (1) Delaware
 - (a) Delaware is in the same status as in September.
 - (b) Dave has two things he is working on several new leads for recruiting SAM school.
 - (c) Dave also coaches some schools in New York and New Jersey.
- (2) Missouri
 - (a) Missouri has 60+ teams and a 110 school pipeline. These schools are learning more about SAMs and the state is building an infrastructure.
 - (b) Missouri is working with ESSA and will be looking at how this will impact SAMs.
- (3) Illinois
 - (a) Illinois has 55 teams. This number seems to be the norm. Chicago has been very successful.
 - (b) All the teams in Illinois are going well. The district of Quincy has gone districtwide. Bert explained the system and unique approach to serving as SAMs.
 - (c) The state is shifting the state conference to the fall.
- (4) Louisiana
 - (a) The state is basically the same as reported in the September meeting.
 - (b) Some schools are continuing to use three different funding sources.
 - (c) Test scores of SAM schools increased.
 - (d) SAM principals are using their data to share their actions.
 - (e) Looking at working with ESSA and using SAMs as an option.
 - (f) Some districts are bringing board members to the conference.
- (5) Kentucky
 - (a) Kentucky has no SAMs schools at this time.
 - (b) Two former SAM data collectors (one a superintendent and one a district supervisor) retired in December and have committed to recruit SAM schools through their contacts in the southern part of the state. Both have a lot of influence and the state is hopeful they will help to bring new schools on board. Debbie is meeting with them the week after the conference to update them on Time Track and develop a plan for Kentucky recruitment.
 - (c) Thinking about a way to convene a one-day session for all former SAM schools. There are 78 schools that were at one-time SAM schools.
- (6) Georgia
 - (a) Georgia is doing well. Kendra developed strategic goals of communications, technical support and professional development.
 - (b) PD – coaching done with fidelity focused on the SAM process and research on effective coaching. This is being implemented in Gwinnett and DeKalb.

- (c) At the next meeting each coach is bringing a problem of practice to discuss at the February meeting.
 - (d) PD for SAM Principals – embedding SAM PD into the regular PD learning in the district. There have been three sessions – five pivotal practices for effective instructional leadership, high impact leadership, and collaborative teams.
 - (e) PD for SAMs – continuing the work around strengths and their natural talent and how they can use it to push their principals. The district has noticed how effective the SAMs are becoming. In the meetings, the SAMs are leading breakout sessions and it is going very well.
 - (f) PD – continuing with Mike Rutherford’s “Skillfull Observation Sessions.”
 - (g) Georgia has breakout sessions at the conference.
 - (h) Bi-weekly email to give updates to the SAM Teams.
 - (i) Tech Support – met with the data collectors to discuss their concerns and that collection is done with fidelity. Feedback indicates that the data collection has been very good. Continue doing TT calendar training.
 - (j) Currently have 53 active teams in Gwinnett and close to 200 around the state. Kendra keeps data on the schools and their performance and progress. The district has its own performance evaluation system for the principals and schools. The results show that the SAM schools are not on the targeted list.
 - (k) Kendra is looking at a quantitative research study both internally and externally. One purpose is to look at sustainability.
 - (l) Two new coaches are being trained in the state.
- (7) Iowa
- (a) Iowa has a lot of teams that has developed a leveling of pay for SAMs.
 - (b) Carol is concerned about change of leadership and the support level for those districts.
 - (c) The first SAMs will be up for relicensing this year. Carol is working on the credits through SAI and that all SAMs know their number of credits.
 - (d) Wonderful state conference with Ken Williams as guest presenter.
 - (e) Carol has been working with Sandy Merritt who will replace her as a coach. Carol was Sandy’s coach!
 - (f) Carol is exploring work with coaches across the country for NSIP. Carol was recognized at the state conference and highly honored by the SAM teams in the state. Jan Walker will be taking over Carol’s role on February 1st. NSIP was granted Emeritus status on the NSIP board.
- 8) Other Districts/States
- (a) Mark shared information on the other districts across the country that participate in SAMs. NSIP now has a school in Michigan which brings our total to 22 states and some 800 SAM Teams.

VIII Board Actions:

- a) Motion to . Motion made by and seconded by . Motion carried by 7 – 0.
- b) Motion made to . Motion made by and seconded by . Motion passed 7 – 0.

- c) Motion to . Motion made by and seconded by . Motion carried 7-0.
- d) Motion to . Motion made by and seconded by Motion carried 7-0.

IX Next Meeting Date: *The next meeting date is September 22, 2017, location to be determined.*

X Adjournment:

- a. There being no further business, motion by Carol Lensing and seconded by Dave Sechler. President Hendee declared the meeting adjourned by unanimous consent (6-0) at 3:26 PM.

Respectfully submitted by,



Debbie Daniels
Secretary

Adopted by the Board in the meeting
of _____,
(Date of Meeting)

(Signature of Presiding Officer)