

**MAINE SCHOOL OF SCIENCE AND MATHEMATICS
BOARD OF TRUSTEES**

Meeting Minutes

March 7, 2020

Maine School of Science and Mathematics

Limestone, ME

Board members present were: K. Beaulieu, T. Bolen, K. Brackett, J. Chalmers, D. Coit, D. Ferguson, Chair; D. Haines, Honorary Trustee; J. Havu, J. Herweh, D. King, D. Pearson, Clerk; J. Pike, M. Reagan, L. Renick-Butera, R. Rice, Vice-Chair; and A. Scott.

Absent were: M. Anderson, D. Chuhta, J. McGreevey, J. Patterson, Honorary Trustee; and J. Philbrick.

Administrators and Staff present were: M. Beckum (scribe), C. Berube, M. Devoe, A. Gardestig, L. Gardiner, M. Grillo, G. Hamlin, A. Jeskey, E. Jortberg, P. Long, R. McDonald, D. McGann, D. Melega, E. Pelkey, A. Whittemore.

Others present were: M. Albert, C. Alvarado, L. Alvarado, D. Andersson, D. Bae, J. Bae, M. Brozman, Q. Dang, M. Delorge, M. Dow, M. Emerson, A. Giroux, A. Graves, B. Hodgden, C. Hodgdon, T. Joo, J. Lau, C. Lee, M. Lee, H. Nelson, A. Nikanov, C. McCarthy, G. McCarthy, M. McCarthy, S. Nguyen, J. Park, Q. Pruiksmas, B. Rethman, N. Rousseau, W. Rousseau, G. Sewell, R. Oh, M. Santomena, A. Thompson, M. Vandevusse, M. Whitman, (Multiple students and parents in attendance after meeting began)

- I. The meeting was called to order at 9:00am by Chair, D. Ferguson followed by introductions.
- II. D. Ferguson, Chair, dismissed the Board of Trustees members to their individual committee meetings.
- III. After a short break for lunch, D. Ferguson, Chair reconvened the meeting at 12:15pm.

D. Ferguson, Chair, motioned to adjust the meeting schedule per Title 1, Section 4056a to go into Executive Session directly after public comment, moved by D. Pearson, seconded by D. King. Passed unanimously.

- IV. D. Ferguson, Chair, opened the meeting to the public.

A. Public Comment:

M. Grillo asked how many votes are needed to pass the budget? D. Ferguson responded, 12 Board of Trustees members must be present; 7 for a quorum.

M. Grillo stated that multiple budgets were brought forth as D. Pearson was asked by the Finance Committee to keep cutting more and more. Conversations need to happen, and they have to happen today. A lot of people here are forced to figure this out today and he feels compelled to say the following:

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1. He does not like the idea of a deficit budget, but sometimes you need to walk down this road, especially when safety is at stake. This budget, as it stands, will create an unsafe environment in the dorm.

J. Bae read the following statement:

Our international coordinator is the cornerstone of MSSM's international student program. The role includes managing our international student program and working with students to support their needs at MSSM. However, the role is more than just checking off a few boxes: she advocates on our behalf, ensures that our school's policy allows us to thrive, and sees that MSSM remains an incredible school for the education of both domestic and international students, not to mention that she runs entire ESL program for every international student which is incredibly helpful for first year students like me.

The role of International Coordinator has proven to be vital in the past few months in which International students were informed of their visa status through MCI and the new agreement with UMPI along with the ongoing COVID-19 epidemic. The IC advocates on behalf of the international students by managing the new UMPI transportation schedule and explaining to us what is happening with us, as well as working with us to make sure that we can actually stay in the country. She has done her best to mitigate the educational disruption caused by our visa program. In addition to the visa issue, the IC has been advocating for students who may live in current level 1-3 crisis areas who may not have the option to return home for breaks as to avoid exposure to the coronavirus. This is a pressing concern for us because it needs imminent attention, and may threaten our health and safety. We hope to work with the international coordinator in the future to make sure we are safe.

The graduating international students also need help planning options for this summer due to concerns about the coronavirus. The International Coordinator needs to help these students find host families to stay with and any other necessary provisions.

Despite her important role in our community, the international coordinator role may be eliminated next year. The benefits of the title are more than a formality: the title as IC gives weight and influence to advocate for international students when needed making MSSM a navigable environment for international students. Thus, we believe that MSSM should wait until next year to see if international students stay at the school pending concerns over coronavirus and visas. If there are none, the position may be safely eliminated. However, if international students still remain at the school, MSSM should not eliminate the title, since it is critical to the student's success at our school.

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When we told the administrations, teachers, and our peers about our problems, they kept telling us about how much variety and joy we bring to the school. However, what the school has been showing us is contradictory. Even though it was not their intent to give us that impression, removing a title of International Coordinator sounds like they are not thinking of us as a part of the MSSM school community.

Not only should the position remain at our school, but it should be a more active participant in decisions. Despite the school knowing about the expiration of our contract with MCI since before the school year started, the international students and families were not informed about the change until the international students were told on February 4th, long after families should have had the option to pull their children from a situation where they were no longer protected. The seniors' parents were informed on February 5th, and returning students' parents received the information on March 2nd. The exclusion of the IC in planning has, in turn, prevented students from exploring alternative schooling options for their education that guarantee safety. The fact is, these students pay tuition for an MSSM education, not UMPI, and that is exactly what they should be given. If the school cannot offer the education they are promising their international students, those students have the right to explore all their options.

I would like to quote a part of the most recent MSSM Community Update: "Our other five first year international students with an MSSM I-20 are therefore in a position of wait and see, but we are nevertheless actively working with them in terms of contingency planning by examining other high school options should the SEVIS decision be negative." I would like to ask here WHAT you have helped in our finding other options. There is one student that has finished her admissions process to another school and is currently waiting for the answer from the school. She has NOT received any kind of help from the school in her admissions process.

Another problem that has become more evident with this recent **crisis** is that the parents of international students are excluded from adequate communication. Any parents who are not proficient in English have the right to be provided with communication in their primary language. According to the U.S. Department of Education, "School districts must provide effective language assistance to limited English proficient parents, such as by offering translated materials or a language interpreter. Language assistance must be free and provided by appropriate and competent staff, or through appropriate and competent outside resources." This means that all emails that go out to parents who are not proficient in English must be offered a copy that is translated to their primary language. The email should already be in the parents' most comfortable language by the time the email leaves the school.

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All in all, we have made four points; keeping the international coordinator title, COVID-19 and the safety steps that the school could take for the eleven students including the senior class and the student who recently got issued of his green card, transferring issue, and the translation/interpretation issue.

C. Lee said she felt that the International students are not welcome or included at MSSM and agrees with J. Bae's statement.

E. Jortberg read the following statement on behalf of Jay Philbrick, Student Representative to the Board of Trustees, who was unable to attend the meeting:

I care about every single student at MSSM. They're my friends. I care about the faculty of our school. They've become my mentors. Staff, administrators, and every single community member here mean a great deal to me. Whenever I'm away, I feel like I'm missing something, a critical and immutable aspect of myself. I'm homesick. MSSM is my home.

But I am worried about this school.

I can only describe the atmosphere on-campus, among those who care deeply about our success, as concerned. This year has been difficult: our community still bears the scars of the wounds we have suffered over the past year from disciplinary challenges to Title IX issues to, yes, the loss of one of our own, we have struggled immensely from day to day to continue forward.

In spite of these challenges, I want to inspire each and every one of us on this Board today to keep our heads held high and to power forward. Might I remind each of you that honesty and integrity are critical to the success of our school -- we hold our students to a high standard in that regard. We as a Board need to model that integrity and honesty.

We must remember and make good on our most basic responsibilities to this institution: our fiduciary responsibility and our oversight role.

This means that our budget for next year must be ethical and sustainable. I urged it in my Board Report and I will reiterate it now: communication with all involved parties is key. Others may catch previously unnoticed savings which can ease our operating costs for next year. Perhaps a position or employee being cut performs other duties which are invaluable to the school. Maybe we need to reassess our priorities, from an oversight level, to make sure that our budget is responsible and ethical. Bringing in everyone who is potentially involved will not only increase transparency and promote communication, but it can lead to better outcomes in the long run. Do

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not treat recommendations from others as hostile: we all have a common interest in the success of this school.

From an oversight standpoint, that means everything we do must be above-board. I think we can all agree that gapstop solutions, although they may fix a short term problem, can cause problems down the line for a whole generation of students, staff, and faculty. We must make sure that we have the best interests of the institution and our community members at heart.

I urge reflections on our existing programs. I urge that the Board continue to address Title IX concerns brought up earlier in the year. I applaud our efforts so far. But above all, I encourage honesty and transparency as the most important principles of this school. In the long-run, it is better for us all.

M. Dow fears that the budget cuts to any teachers will remove the wrong teachers. She believes that teachers will be asked to stay based on their doctorates instead of whether they fit in this school. Students will be dropped to lower level classes because they can't learn from the teacher. In the event we have to cut teachers, she asked that the Board please look carefully, blind of their degrees, but based on their performance. She also asked that the Board re-evaluate the academic schedule as it has not helped solve the problems with sports and academics.

E. Pelkey stated that there has been a huge difference with Residential Life staff and student relationships in the dorm. The biggest difference between last semester and this one is that they are finally fully staffed with the addition of 2 new Residential Instructors. This has enabled them to take the time to really get to know and have meaningful relationships with the students. These new connections have made a significant impact on reducing stress levels. Community building and feedback from the students is that they have also noticed this difference. The safety of the students has increased, because Residential Life staff are able to stop and talk to the students about their concerns/worries. Typically, it has always been academics first and safety second at MSSM - this is wrong. The health and safety of our students needs to be our first priority always. Students' health impacts their learning. Our students are high achieving and the best of the best which make them high-risk for stress and more. To achieve a higher level of academic success we HAVE to focus on their health and safety first.

A. Gardestig asked the following questions regarding the timeliness of addressing the budget deficit and the I20 situation with the International students: The budget deficit issue has apparently been well known for years. Why were we only notified on February 11, 2020 of the significant deficit of \$800k? This doesn't give enough time for teachers, whose positions may be

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cut, to search for another academic position. Additionally, if we knew of the I20 issue before, why did we continue to recruit International students?

G. Hamlin stated he feels the budget cuts have been made in the wrong places and asked that the Board vote against it.

D. McGann read the following statement:

I recall when MSSM had board meetings where a quorum was barely met, especially for meetings held in Limestone, so I would like to start by expressing my appreciation to those of you who are serving on this board and have given up your time this weekend.

As much as a year ago I began to think that the 19-20 school year should be my last. As our administrative team began discussions about how to make budgetary cuts so as to relieve us from the pressure of revenues from students outside of Maine, I felt compelled to let David know of my intent to retire in June. I say this in large part because it is important to note that my statement that follows is not about me.

I am genuinely concerned that at least one of the proposed cuts in salary may be in retaliation because an employee reported what they believed was an illegal activity.

I would hope that moving forward this institution would make every effort to put the welfare of students first, to conduct itself beyond reproach, and to welcome any inquires as to whether or not we are following either our own policies or the law.

C. Berube stated that our number 1 priority has to be the welfare of the students. We cannot make cuts in the dorm and risk their safety. She also believes the last place we should make any cuts is our staff/people. Many of our students are not happy, but others call MSSM home. She asked that the Board please look everywhere before we make any staff cuts.

M. Whitman stated she has been part of MSSM for 9 years now with 3 children who have attended this school. She is very grateful for all the love, time and patience that the staff has shown. Every organization has its ups and downs. The first year she was here, there was a lot of staff turnover. She asks that we don't lose heart. There will always be highs and lows and hard times are inevitable. But many people are dedicated to making the school great. Keep working hard. Additionally, she informed everyone that MSSM will hold a 25-year Gala on June 20, 2020 at the Holiday Inn by the Bay in South Portland.

L. Gardiner said she is very concerned for the school and that we have been breaking the law for a number of years with the I20's. She believes she has been retaliated against for bringing this

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issue up. She brought it to the Administration's attention over a year ago and in return for reporting this, she received a personal improvement plan.

A. Nikanov is currently taking 3 classes at UMPI during the week in order to comply with the requirements for the I20. He spends nearly 3 hours a week just commuting to UMPI. His UMPI classes begin at 11am which causes him to miss 2 of his MSSM classes. This also leaves him almost no time to socialize with friends or attend his physics class. He would also like to thank Ms. Jeskey and Mrs. McGann for all their help. He feels that the International students are a very important part of the community and it would be a huge loss if Ms. Jeskey's position is cut.

M. Delorge stated he was supposed to be in Washington DC right now with the Senate Youth Program, but due to coronavirus, the program was cancelled. Though this was extremely disappointing, he would like to emphasize the opportunities that MSSM students have been given. He has spent time at Jackson labs, Bigelow labs and Jazz band competitions. The reality is that a lot of people/students are hurting right now. It is extremely difficult to be an MSSM student. It is hard to go to class every day and hard to go to UMPI classes.

R. Oh is a 3rd year International student. MSSM has been his home. There was a passion/joy when he came here and he doesn't see that as often now. He doesn't have any family here (outside of my country). MSSM is his family and home. He was asked to come today and support his International student friends. He stated that their parents never once got any documentation in their native language. Because of this, he has received phone calls at 2am from his parents asking him what is going on? His parents have never felt included. One of his favorite faculty members is Ms. Jeskey. If it weren't for her, he would have failed. She helped him with ESL, health insurance, where we live at break and all aspects of living life in another country. He was very concerned when he found out that the International Coordinator position might be cut. He is unsure how the program will continue because everything depends on SEAVUS approval, which is not a guarantee. The late notice that they were given did not allow them enough time to apply to other schools. He still feels the school has hope, but would love to see improvement.

N. McCarthy thanked the Board of Trustees, staff and administration for everything they do and how much they care about our kids. There cannot be enough voices that the health and safety of their children has to come before academics. She stated it took a lot of work to get Residential Life fully staffed. She realizes there are hard decisions and cuts that have to be made and we are not all going to agree on where they should come from. Additionally, she stated that in February of 2019 a presentation was made about changing policies regarding sexual assault yet nothing

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has happened since then. She feels this needs to be put back on the agenda and move forward with it.

C. McCarthy said he has gotten to know a lot of the staff/administration/students. He believes that everybody cares about MSSM and in regards to the budget, encourages everyone to think about what it's going to be like next year. He doesn't feel the budget should be approved until all community members have been contacted. If these things aren't addressed first, we will have the same issues next year. He asks that the Board please come up with a budget that everyone has had a part in.

M. McCarthy stated that student welfare must be the top priority. She would like to thank Mr. Grillo for the increase in Residential Life staff. She said that Title IX issues existed before she came here and feel we need to improve this process. Additionally, she states that the current budget is not conducive to student safety and the Board needs to look more closely at this. (Full statement attached)

B. Hodgden states that she understands tough choices need to be made, but safety must come first. She doesn't believe that the issues with Title IX have really been handled as she hasn't seen any results. She would like to see real change. She also said that the International students are very important to MSSM, her daughter and other students. The school would not be the same without them. As a parent she sacrifices a lot by sending her child here. She misses out on a lot of things. She asked that the Board really think long and hard about making staff cuts. Currently, she is able to reach out to faculty at any time to check on the kids. It is very difficult to not know what is going on and we put our trust in you to let us know.

C. Alvarado stated he recently visited the Maine legislature in August. He came away thinking that MSSM is the jewel of Maine and of course they're going to approve their funding request of 10,000,000. Then he finds out, there is a budget deficit of \$800,000. He believes we should be much more militant in our approach for funding. Demand that Congressman, Senators, Representatives, etc. be here to understand the budget problem at MSSM. The 25 year Gala is an opportunity. Everybody here should take this passion and put this on our politicians. We need to band together and adopt an attitude to make this happen. There is no current registry of where graduates have gone on. This is a missed opportunity and we should have a list available to present to them. We need to say shame on them! How dare they not fund this incredible school.

M. Brozman stated he enjoyed coming here and was so excited to be here 3 years ago. MSSM is family to him.

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D. Melega hopes that the Board sees this group today and listens to how people are trying to make the school better on a daily basis. He has been a part of MSSM for 9 years and there is no doubt that the people we work with are passionate about who we work with. There are so many people that don't show up to committee meetings, but ask the same questions. Everyone has really been trying to reach out and ask questions. He thanked everyone for everything they've done to ask better questions and thanked them for their dedication to this school.

Q. Dang emphasized we need better communication. We can't let them know this late of the issue with the International students. We need to provide International parents with proper communication in their own language. He stated that Ms. Jeskey made him feel like he could be a part of this community and losing her would be terrible. He urges the Board to reconsider the budget. MSSM is his family and he doesn't want to lose anyone.

A. Scott stated that this is not just any highschool. It is also our mandate. He asked that the Board be careful about making any staff cuts.

W. Rousseau stated that it is always the staff on the lower end that get looked at first for cuts. She suggests that maybe we look at Administration and not the lower people. She also said that filling out student visas is not rocket science. Though she doesn't know the entire issue with the I20's, she urges the Board to look at where and who they are going to cut.

A. Thompson said that several months after D. Pearson was on the job, he was meeting with select people about moving the school. Due to the budget shortfall, he was asking Limestone Community School to take a \$100,000 cut in lease payments. The town realizes that RSU39 was harming both LCS and MSSM. Based on the Department of Education report, the town of Limestone decided to leave the RSU. He states that there has been no rent increase to MSSM since 2007. The town is already facing an increase for ambulance services. He said that he has mentioned that there is a parent that would be interested in making up the shortfall, but has received no interest from the Board in following up with this. He feels there is a disconnect with the Foundation and the Board of Trustees and advises a joint meeting between both boards to make MSSM strong.

G. Sewell stated she wasn't the happiest person before she came here. After attending MSSM's summer camp, she loved it here. She said that it is no longer the same place it was when she came here 4 years ago. Freshman year she was very happy to be here, but now she no longer feels it is the same place. She does not feel as safe or cared about by the Administration. She is also concerned about the International coordinator and the International students. The I20 situation has been known about since before the school year and the students affected and their

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parents were only notified in February. She added that losing Ms. Jeskey would be a terrible decision.

G. McCarthy is a 1st year Junior from Bangor highschool. She has a class with 8 kids in it, which is very special. Losing faculty would increase the class size, which would make it just like Bangor. Also, losing the International students would be terrible. She would be very sad not to be able to walk beside them next year.

D. Ferguson, Chair, closed Public Comment and motioned to go into Executive Session at 1:45pm, voted unanimously.

D. Ferguson, Chair, reconvened the meeting at 4:00pm.

B. Reports and Consent Agenda:

D. Ferguson, Chair moved to approve the consent agenda items which include the minutes of the December 7, 2020 meeting and the March 7, 2020 management report, seconded by D. Coit, motion passed unanimously.

C. Committee Reports:

Advancement Committee: M. Reagan reported that their committee spoke about working on an alumni list, summer camp, charter and how to get all student information (past, present, future) together in one place.

Governance Committee: J. Chalmers reported that they discussed several policies. A representative from the Department of Education asked to talk about our policies and we did. They also reviewed and added a new policy to the agenda based on this conversation. There are 3 new policies for 1st readings and 3 with 2nd readings. A gap analysis was also done and 5 policies will be reviewed for the next meeting in May.

Finance and Facilities Committee: D. King reported that they already discussed regular financials. He asked the Board to look at the Executive Director's report for information regarding what took place during their meetings.

Program Committee: L. Renick-Butera reported they had 10 attendees at their meeting. She encourages more people to attend. The meeting minutes will be sent out to everyone. She asked that people please attend the Zoom meeting in April to talk about critical event analysis. She would like input from everyone on this. In order to become a much better informed committee, Q&A began

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yesterday with mental health programming. They will continue this format and report back to the Board what has been brought before them. It is clear that we need continued improvement in students being able to take control of their mental health days. A great benefit would be to have a mental health person on staff as part of a strategic goal.

Student Welfare Committee: D. Coit gave a background on the formation of the Student Welfare Committee. The origins of this committee began 18 months ago with Joel Pike and Marian Reagan. They spent many hours out in the marketplace researching best practices at other boarding schools and met with many of them. They came back and created this committee as a result of their research. Everything that they have heard so far is that student health is the first priority. It is their intent to go outside the walls and bring best practices to the school as a community. We all share the same objective that student health/wellness is the #1 priority. David Pearson circulated an article about high-achieving students being especially at risk. In response to this, the following action items were determined: 1- Mission Appropriate Student, 2 - Portrait of a MSSM Graduate, 3 - Library. The purpose of 1 & 2 is to answer some of the questions raised today. What kind of student do we want here that allows them to be successful in the community, not just academically? The committee will reach out to students, staff, faculty for their views. These ideas are community concepts and they encourage everyone to respond to these requests.

A. Whittemore assembled a group to come up with ideas for a Mission Appropriate Student, based on the December 9, 2020 meeting. The members include: A. Parker, D. Pearson, D. Coit, M. Reagan, M. Dow, D. Melega and C. Orne. M. Dow sent out a survey to the community and received 174 responses. They came up with a draft Mission Appropriate Student in February. (Document Attached).

D. Coit motioned to adopt the 3 points for a Mission Appropriate Student, described by A. Whittemore in his presentation and document.

- J. Pike stated this document is more of a “Who are you, why would you want to be here? It is not intended to make anyone fit into a box. This is just a description that hopefully multiple students can look at and go “yes, that’s me”. Feels this was wonderfully written.
- K. Brackett said there is a comment that is missing on this missions statement. Says “will develop well-rounded scholars, improve human condition throughout the state of ME.
- J.Pike responded that this is what we’re looking to bring to MSSM; trying to find the students in ME that should be here. This is our mission. The next step is to then shape them and go through the equation. This will be completed in D. Melega’s piece.
- M. Reagan added that the 2 pieces will go into the mission statement we have.

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- L. Renick-Butera appreciates that this gives us some terms to talk about and gives us a chance to talk about in an evidence based way to talk about the whole student and not just their grades.
- D. Melega said that on his portion of this project, he will use the same type of format: Community ownership, word attributes, send a survey, etc. What will be difficult is alumni engagement.
- D. Coit really feels this is the work of the community.
- D. Pearson added that the Program Team in the school began to look at the existing mission statement and discussed narrowing it down. They came up with a new idea for the mission statement along with values, etc. He would like to share this at the next Board of Trustees meeting.

Mission Appropriate Student motion was voted on and passed unanimously.

D. Action Agenda:

Motion for Line of Credit:

J. Pike moved to approve a line of credit, seconded by J. Herweh.

- D. Coit asked to explore sources.
- M. Beckum stated that anything voted on this year would only be for this fiscal year only and take us through to June 30, 2020. For July 1, 2020 we would need to apply for another line of credit.
- D. Ferguson asked M. Beckum if we will be using this line of credit?
- M. Beckum responded that she sees this as more of a safeguard.
- D. Ferguson stated this would be used for an emergency situation only.
- R. Rice said that access to lines of credit are typically used for acts of God, structural damage, etc. It is an attempt to safeguard.
- Should there be BOT approval to draw on this line of credit?
- D. King said the Finance Committee can be approval of line of credit.
- P. Orne asked if this would require a RFP under policies?
- M. Grillo answered that RFP's are required for expenditures over \$10,000.
- M. Beckum stated that Katahdin Bank was chosen for the credit line because we already have an established banking relationship.

D. King motioned for a friendly amendment on the process for the use of a line of credit as follows: The line of credit can be used at the request of the Executive Director and/or Business Manager and/or Finance Committee, seconded by M. Reagan, voted unanimously.

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Original motion (with the friendly amendment) to approve the line of credit passed unanimously.

Policies:

J. Chalmers reported that all of the policies for approval have been reviewed by Sarah Forrester, Counsel and the Governance Committee.

Additionally, policy BG-MSSM Board Policy is being revised and updated under the guide of Sarah Forrester, Counsel. Revision made to change the responsibility of policy changes coming from the Executive Director to the Board of Trustees Policy Committee.

D. Ferguson motioned to approve the 1st Reading of policy CHD, seconded by M. Reagan.

D. Ferguson motioned for friendly amendment to treat policy CHD as 2nd reading, seconded by J. Herweh.

- J. Pike suggested self-imposed time limits on 1st and 2nd readings. It would be appropriate to get that in place and discuss.

Original motion (with friendly amendment) voted and passed unanimously.

D. Ferguson motioned to approve 2nd reading of policies BG, BG-R, CHD, seconded by J. Chalmers. Passed unanimously.

D. Ferguson motioned to approve tabled policies from last meeting, JICK, ACAA, ACAA-R; seconded by J. Pike. Passed unanimously.

Budget Vote:

T. Bolen moved to send the budget back to the Finance Committee for further review, seconded by J. Pike.

- T. Bolen stated their needs to be in further discussion with the budget.
- J. Pike stated that faculty/staff/parents, conveyed we only looked at ME students. Many uncertainties have not been addressed. Legislature and other funding options are still out there. The Finance Committee feels we are being forced into a lot of decisions. We need to look at additional revenue opportunities. He doesn't think it's appropriate to vote on this now.

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- D. Ferguson feels it would be irresponsible to make any decision before April. He would like to give the committee more time to review.
- M. Beckum asked how HR should address Reasonable Assurance letters that were due last Friday.
- D. Pearson asked how can assurance letters be issued without a budget?
- D. Ferguson said that the Board of Trustees needs to discuss how administration should proceed.
- DP stated that letters could be issued with the understanding that without additional funding, staff cuts may still be a necessity.

T. Bolen moved to end discussion, 1 yes; 4 no.

- D Melega stated that other versions of the budget could have been pulled for consideration to allow administration to issue letters that are meaningful.

D. Ferguson motioned to send budget version #3 back to the committee for review.

- T. Bolen suggested we adopt a preliminary budget based on 2019-2020 and bring it back to Finance Community.
- J. Herweh said if we do this, it would give D. Pearson basis.
- K. Brackett suggested they could adopt #3 as preliminary.
- D. King stated they could go back and do a deficit budget.
- R. Rice stated that the Board of Trustees is obviously not comfortable with the budget as presented due to numerous factors (safety of students, etc). We need to send this back and vote on in May. Fiduciary duty is to have a budget by May 1st However, UMPI, Husson, etc. do not have approved budgets right now. This is very early in the part of the process based on testimony heard.
- A. Scott stated that most of the staff expected the budget would be passed without issue. Not having letters of assurance is not a good thing, but not necessarily bad either.

D. Ferguson motioned to send the budget back to the Finance Committee & Administration for further work, 2 abstains, 13 yes.

D. Ferguson moved to adopt the motion, seconded by J. Herweh.

D. Ferguson motioned to adopt the 2020-2021 BOT meeting schedule; voted and passed unanimously.

Foundation Administrator K. Wells resigned as of December 31, 2019. Foundation should fund this position.

T. Moore asked the Board of Trustees to be included in this process as she is currently the only contact here at

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the school and has been taking all foundation calls, questions, chasing down answers, fixing problems with the donation links, etc. She is essentially acting as the interim person to get action items taken care of in the interim. Though this work is not part of her position as Executive Assistant, she is performing these tasks to ensure someone is here to help donors.

D. Ferguson motioned to move into Executive Session to discuss legal advice on Title IX case at 6:00pm, seconded by R. Rice.