

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

Meeting Minutes
May 24, 2019
Maine School of Science and Mathematics
Limestone, ME

Board members present were: D. Chuhta, D. Coit, D. Ferguson, Chair; D. Haines, Honorary Trustee; J. Herweh, C. McCulloh, J. McGreevy, D. Melega, L. Renick-Butera, R. Rice, Vice-Chair and D. Pearson, Clerk.

Also present were: Joshua Chalmers, James Havu, Joel Pike, and Marian Reagan.

Absent were: M. Albert, M. Anderson, T. Bolen, C. deLutio, J. Judd, D. King, J. Patterson, J. Pieh and C. Wray.

Administrators and Staff present were: M. Beckum, D. Eustis-Grandy, M. Grillo, R. McDonald, D. McGann, Dr. M. Rhodes, M. Tasker, and A. Whittemore.

Others present were: K. Beaulieu and S. Taddeo.

- I. The meeting was called to order at 9:00 am by Chair, D. Ferguson followed by introductions.

- II. D. Ferguson, Chair, mentioned that all nominations to fill the Board of Trustees seats will be brought to the Boards & Commissions in Augusta on June 4th and on June 6th.

D Ferguson dismissed the Board of Trustees members to their individual committee meetings held in BWing classrooms as well as in the conference room.

D. Ferguson, Chair, reconvened the meeting at 10:04 am.

- III. Reports and Consent Agenda:
 - A. Whittemore gave an enrollment update as follows:
 - 141 enrolled students; 9 of which are international students.
 - 83 currently males, 2 potential; 5 more interested
 - 67/68 females; 55 females currently enrolled; 2 more potential
 - It is projected that we will reach 145 but not the 15 international
 - L Renick-Butera asked where we are at with day students
 - D. Pearson said it is still with the State as we're waiting for an L.D. number
 - D. Coit asked if the USNews & World Report ranking had an effect on International interest?

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- A. Whittemore – The ranking do have an impact, but take time to play out fully
- D. Coit - Was there an increase in quality of our students after the last high US News & World Report rankings?
- A. Whittemore – There has been consistent quality of students historically
- D. Coit – Nationally, there are only 1 or 2 magnet STEM schools that the State does not provide funding for room and board per the State Statute
- A. Whittemore - it would be life changing if Maine also paid room and board as it would remove the roadblock of the acceptance without fear of financial obligation
- D. Pearson – We do not have a traditional boarding school clientele, but hard-working families who make lots of sacrifices to invest in their children’s education at MSSM.
- The Executive Director’s management report is sent to faculty, staff, students, parents, and alumni, as well as Trustees
- Implementation of the new strategic plan is going to be very important next year, and likely orchestrated through the Program Team comprised of faculty, staff, and students
- We have a current relationship with MCI for issuing international student I-20’s. On May 23, D. Pearson received a new memorandum of understanding from R. Rice (UMPI) concerning dual enrollment programs and the AA degree. Once agreed and signed this MOU will allow UMPI to issue I-20’s for MSSM international students.
- D. Pearson offered thanks to R. Rice and his staff on their efforts to move the MOU forward in a diligent, but expeditious manner
- The Aroostook Partnership comprised of County businesses has written a strong letter of support for MSSM; AR is interested in future collaborative partnerships with MSSM.
- Parents are a strong pillar of support for our entire community. Thank you MSSM students’ parents.
- We are bringing our new students in 1.5 days earlier to give them an added opportunity to acclimate and get to know each other better
- J. Havu brought up concerns regarding communicating with alumni.
- D. Pearson agreed that he understands that the lack of communication with alumni is a concern.
- S. Taddeo mentioned her work with the MSSM Foundation and parents.

C. McCulloh moved to approve the consent agenda items which includes the minutes of the March 2 2019 meeting minutes and the May 24 2019 management report, seconded by L. Renick-Butera and voted unanimously.

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IV. Committee Reports

a. Advancement Committee – J. McGreevy

Thanks to S. Taddeo for all of her work; 441 camp spots enrolled; received 11,000 Marvel LEGO sets; budgeted figures for international students appear too optimistic; ask alumni to hold additional information sessions throughout Maine.

Data has collected all the press about our #2 ranking.

b. Governance Committee – D. Ferguson announced the good news about the confirmation hearings to be held in Augusta on June 4th & 6th. Ensure that our directory is up to date and we are proactive in recruiting new board members.

Revise bylaws to align; create a list of things to be reviewed annually.

D. Melega mentioned that an annual review of contracts should be added to that list; conflict of interest policy; non-profit board provide a two-page list of expectations for board members; NAIS board handbook provided to all board members.

c. Finance and Facilities Committee: J. Pike gave the report in D. King's absence. Actual Revenue/Expense compared to budget was presented to the Board. D. Haines commented that the new YTD Revenue/Expense summary page is a very useful tool in the review of financials. We understand that some adjustments to the 2019-2020 budget may need to be revised. Discussion on continued work on a new contract for academic building with Limestone Community School – recommendation has been pushed through finance/executive board and now awaiting a response from the Limestone Community School committee.

Two employees are retiring and their replacements have already been hired and started their training.

d. Program Committee: L. Renick-Butera received an update on new schedule for the 2019-2020 school year. She also received an update from Program Committee on core values; committee focused on campus, more training on Title IX, more information, additional awareness of sexual assault throughout the year. Duty of Care/report of current progress.

Tentative next steps:

- 1) Full review of our official policy
- 2) How well are they known and used?
- 3) How do we know the things we are doing are working?

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- 4) Would like to make more specific recommendations
- 5) D. Coit invested time in studying best practices at other schools

HR Officer, Dean of Students, Athletic Director have attended the Title IX training.

Drummond Woodsum will be providing training to all staff during the week of Staff Workshop (May 28 & 29).

Values: Community, Curiosity, Creativity, Courage, Commitment, Leadership.

Best Practices – Ad Hoc Committee – D. Coit, J. Pike, M. Reagan presented the report: three recommendations:

- 1) Define mission-appropriate student
- 2) Define portrait of MSSM graduate
- 3) Create a new community health for student development committee
Would like to make them action items.
- 4) D. Pearson noted that Four Dimensional Education: The Competencies that Learners Need to Succeed is the Summer Reading for faculty and staff.

V. Action Agenda

- a. D. Ferguson moved that the Board of Trustees empower the Executive Committee to create and develop a new committee for Community Health and Student Development, seconded by R. Rice and voted unanimously. It was suggested that this committee be represented by faculty representative, student representative and a representative from Admissions.

At 12:05 pm, D. Ferguson called for a 5-minute break.

b. ACAA-R Student Discrimination and Harassment

First Reading of the above mentioned policy procedure; D. Pearson requested that the Board review the suggested changes of this procedure per recommendation of Drummond and Woodsum.

It was suggested that in the last paragraph, changing Superintendent to Executive Director. Question - Can students who are 18 make appeals to the Executive Director?

R. Rice recommends for review and adjustments for the 2nd reading of

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ACAA-Harrasment and Sexual Harassment of Students Policy, seconded by J. McGreevy and voted unanimously.

D. Melega suggests that we make knowledge of the location of MSSM BOT documents more widely available.

D. Chuhta moved that the Governance Committee report to the Board the status of the Policy - JICK and any appropriate procedures; seconded by D. Ferguson and voted unanimously.

c. Election of Officers

The results of the election of officers are as follows: 7 yes for D. Ferguson as Chair; 6 votes for R. Rice as Vice-Chair with 1 abstention (R. Rice) and 6 votes for P. Orne as Treasurer. The slate of officers for the 2019-2020 year: D. Ferguson, Chair; R. Rice, Vice-Chair; P. Orne, Treasurer. Congratulations!

VI. Executive Session (12:16pm)

- a. D. Ferguson moved that the Board enter into executive session to discuss the evaluation of the Executive Director and the Limestone Community School lease; seconded by J. McGreevy and voted unanimously.
- b. At 1:47pm, D. Ferguson moved to return to regular session, seconded by D. Chuhta and voted unanimously.
- c. D. Coit moved to begin Board to Board negotiations with R. Rice and J. Herweh to represent MSSM with the Limestone Community School regarding our lease, seconded by D. Chuhta and voted unanimously.
- d. D. Ferguson moved that the Board tasks the Executive Committee to develop an evaluation for the Executive Director by the September meeting, seconded by L. Renick-Butera and voted unanimously.

VII. Strategic Plan Update

The Strategic Plan was presented by D. Ferguson specifically to review pages 9-13 of the presented document.

Discussion regarding connecting Best Practices and Strategic Plan.

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D. Chuhta commented that no clear reflection of new committee Community Health and Student Development in the Strategic Plan.

Question - Where are we with “Train the Teachers” and “Resource for Teachers”? D. Pearson responded that those resources are not institutionalized yet; but working toward ...

Question on priority order of enhancing its faculty and staff and facilities initiatives

Question from L. Renick-Butera about ensuring that the implementation will happen?

C. McCulloh moved that the Board approve three areas of focus and key initiatives for planning purposes and incorporate the notes and subsequent report from May 24 meeting into final product, seconded by D. Coit and voted unanimously.

VIII. Public Comment

D. Eustis-Grandy commented on the lack of connectivity to best practices of systems in the Ad Hoc Board Committee from public residential magnet schools vis a vis independent private boarding schools

S. Taddeo thanked everyone for fifteen (15) years of association with MSSM.

IX. Adjourn

R. Rice moved that the Board adjourn the May 24 meeting, seconded by J. McGreevy and voted unanimously. The meeting was adjourned at 3:40 pm.

The next Board meeting will be Saturday, September 28, 2019 at MSSM in Limestone. (Schedule attached).

Respectfully submitted,

David Pearson, Clerk
Board of Trustees