

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

Meeting Minutes
Saturday, December 5, 2020
Maine School of Science and Mathematics
VIRTUAL

Board members present were: K. Beaulieu, K. Brackett, M. Brozman, J. Chalmers, D. Chuhta, D. Coit, D. Eustis-Grandy, D. Ferguson, Chair; J. Havu, J. Herweh, D. King, J. McGreevy, D. Pearson, Clerk, J. Pike, M. Reagan, L. Renick-Butera and R. Rice.

Absent were: M. Anderson, T. Bolen, D. Haines, Honorary Member, J. Herweh, P. Orne, and J. Patterson, Honorary Member.

Administrators and Staff present were: M. Beckum, C. Berube, M. Grillo, P. Long, R. McDonald, T. Moore (scribe), and A. Whittemore.

Others present: Multiple students and parents.

- I. The meeting was called to order at 9:00 am by Chair, D. Ferguson followed by introductions.
- II. D. Ferguson, Chair, opened the meeting to the public for comment.

A. Public Comment:

C. Berube thanked the Board of Trustees for all the work they have done and continue to do. She has been asked to address the BOT about reinstating salary cuts that were made last year. She learned that there is discussion about purchasing a property on Trafton Avenue. She stated that it is very important that salaries are reinstated before anything else, as it was agreed upon by the BOT when the budget was passed last year. She also asked the BOT to look into step increases for faculty as this has not happened in quite some time. She stated the step increases were put in place by Luke Shorty and approved by the BOT previously.

B. Reports and Consent Agenda:

D. Ferguson made a motion to accept the Consent Agenda which included the meeting minutes of September 26, 2020; October 24, 2020; the March 6, 2021 Management Report; and the Title IX Report from the Program Committee, seconded by R. Rice.

With no further discussion, roll call vote was made.

Roll Call Vote:

K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu – Yes, D. King – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D. Ferguson – Yes

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Passed unanimously.

C. Committee Reports:

Finance and Facilities Committee: D. King and J. Pike asked if there were any questions regarding the financials. M. Beckum clarified that the financial expenses do not reflect the revenue that will be received from CRF funding for the COVID-19 testing kits. She stated that we need to invoice the state to receive this money and that has not been done yet. J. Pike added that the same is being required of schools downstate.

D. Ferguson asked what the amount would be to reinstate the salaries for all staff.

D. Pearson answered that reinstating the salaries for faculty and staff is the priority, but we needed to know all the financial data first. Bottom line is that salaries will be reinstated.

J. Pike asked if the pay is backdated up to now with regular salaries/pay going forward.

M. Beckum answered that pay will be retroactive to the beginning of the employees' contract. The back pay amount will be processed in the 12/17/2020 payroll. The contract will then go forward at the regular rate.

C. Berube asked if that would include the step increase.

M. Beckum answered no.

D. Eustis-Grandy stated that the faculty salary step increase that was set-up by Luke Shorty was approved by the BOT (as C. Berube stated in her public comment).

D. Ferguson stated that we don't have any idea what the step increase totals would be. The Finance and Facilities Committee should take a look at this along with the contracts.

R. Rice agreed that the Finance Committee should look at this further, but it is a separate issue that should be discussed after the return of regular wages.

M. Beckum clarified that the budget was only calculating from the 2019 wages. From her understanding of the step increases, it is a choice from the Board to put those steps in place every year. It is also important to note that step increases are only for faculty. It would be only fair to try and include all staff in this. Ultimately, she doesn't believe our budget can absorb that right now.

D. Coit senses what Luke Shorty put in place was a guideline but we need to do more research. He also believes this should be included in the Business Plan as well.

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M. Brozman asked if the step increases were just for faculty or did it include all staff?
D. Eustis-Grandy and D. Ferguson answered they believe it was only teaching faculty.

M. Beckum added that this is another reason why it should be looked at, in depth, in order to allow for equitable distribution among ALL staff.

J. Pike also pointed out that the Flik contract doesn't reflect there is a smaller number of students. Some of the areas are a fixed amount regardless of student number. Also, we were approached about a situation with the freezer in the LCS cafeteria no longer working. We feel this is very important to help out with for our own students as well. \$100,000 was set aside to replace the refrigeration for the cafeteria food. He asked M. Beckum and D. Pearson if they could elaborate on this.

D. Pearson stated that we split the cost, 65/35 with LCS to replace the freezer. The freezer was/is failing. Our portion would be \$26,000. We received a \$100,000 donation that was to be used over a 5-yr period for situations like this. It is a draw down from the Flik gift originally and not operating budget.

J. Pike asked D. Pearson to elaborate more about the purchase of the property on Trafton Avenue, based on C. Berube's public comment.

D. Pearson shared documents with the BOT regarding the purchase of an available property on Trafton Avenue. We currently have 12 government owned/leased houses on Trafton and they are all occupied by faculty. We need to be able to attract new faculty. Some faculty have purchased homes and reside in the area, but others need to pay rent when they move here or share accommodations based on what we have available for housing. The Limestone Water Department notified us of a home they have for sale/bid. They would be willing to take it off the bid list with an offer from us of \$18-\$20k. He and D. Martin looked at the house and it would only take about \$10k to bring it up to par. The house is quite nice. As you know, we are looking at the Business Plan and the future, but for the right now, we need this for faculty and recruiting. We discussed this at the recent Finance and Facilities meeting as it is an opportunity. He is simply bringing this to the BOT for discussion. This would be the only house that MSSM would own.

D. Coit feels this is a fairly cheap item. Maybe there are financing options for a home like this. It would also be listed as an MSSM asset.

D. King stated we should speak to other agencies regarding purchase/funding options.

D. Coit stated that the operating budget should be used primarily for staffing/faculty, so D. King's suggestion might be a better idea.

J. Pike agreed that it is part of the package with bringing on new faculty.

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D. Eustis-Grandy hopes we don't end up in the money pit situation we did with manor, though this does look much better.

D. Ferguson asked the BOT if they should continue discussions on this now?

D. Pearson answered "yes". Limestone Water is planning on taking the property off the market in January with whatever bid they have on the table.

D. Chuhta has a connection at BAFS to discuss if there could be any government information to assist. If someone could get with him, he can give them that information.

T. Moore added that the homes on Trafton Avenue are supposed to be available to both faculty and staff, as they have been in previous years.

M. Reagan stated that job descriptions for postings should really be well written to attract the teaching talent we desire.

J. Pike said that reinstating the salaries was a primary discussion piece and he appreciates everyone's time.

Governance Committee: J. McGreevy reported that they have reviewed all of the different MSSM policies and cross-referenced them with the MSMA policies. The policies on today's agenda (the JRA, JRA-E, ADA and AC) are just some of them. She stated they had great discussions around the non-discrimination policy. Several at the meeting today took part in these meetings. Annual FOYA training is required by BOT members and this will be sent out in a form for completion. Based on a suggestion by M. Grillo, she also spoke with T. Moore about creating a calendar for all the BOT committee meetings to be posted on the MSSM website so the entire community has access to it. T. Moore will work with Tadd Devoe to get this completed.

D. Ferguson reminded everyone that there is a leadership opportunity for the Student Welfare Committee. Also in the fall, T. Bolen will be stepping down as Chair of the Audit Committee. David mentioned that he is also going to term out in 18mos, so if anyone is interested in being Chair of the BOT, now would be the time to start that.

D. Pearson added that he has submitted all the necessary forms to seat Dana Humphreys on the BOT. There is still 1 seat available.

D. Ferguson would like to have gender balance by recommending a female candidate for this seat.

R. Rice stated that we need to support other diversity as well.

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Advancement Committee: M. Reagan report that they have put forth their charter. This was also sent to the Governance Committee for final review. They will now move onto their next phase.

Program Committee: L. Renick-Butera noted a change on the committee. She acknowledged that E. Pelky (who has been on the committee) is leaving. She will be very missed. The committee held a meeting this past Tuesday (December 2). There were 2 specific items that they would like to bring to the BOT. 1. 4 leadership goals and endorsement of these goals (document located in google sites, under BOT 2020-2021, 12/5/2020 meeting). The committee felt it was important to look at Goal #1 and underserved students. Regarding Goal #3, they noticed in conversations that many students are concerned about rules. They feel that shifting the conversation from rules to cultural norms is the way to proceed, but would also like to have a clear sense of what they are. We have some good initiatives in how we can leverage rules to be seen as things to live by. They would like to look for resources outside of MSSM; examples from other schools. She asked for input from the BOT on whether the committee should continue their focus on this area. BOT members agreed.

D. Ferguson motioned to adopt the four recommendations made by the Program Committee resulting from their assessment of campus culture hereby are approved, and the Board of Directors will subsequently determine responsibility for their implementation, seconded by K. Brackett.

Roll Call Vote:

K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu – Yes, D. King – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D. Ferguson – Yes
Passed unanimously.

L. Renick-Butera spoke regarding the joint statement regarding equity that was made. The Program Committee felt it was important to look at this in depth to create some specifics about what we as leadership think equity means. The committee is looking for a sense of how they are going to do this and what the action steps are.

D. Coit suggested it would be good to reach out to sister schools for this information as well.

D. Ferguson asked if this would be something we could talk about during the March workshop after speaking to sister schools.

L. Renick-Butera answered yes, but who should be in charge of doing the leg work to talk about this.

R. Rice -stated this would be a good opportunity to form a charge. Many schools have redeveloped equity. Embed into structure of the board and institution for it to be front and center.

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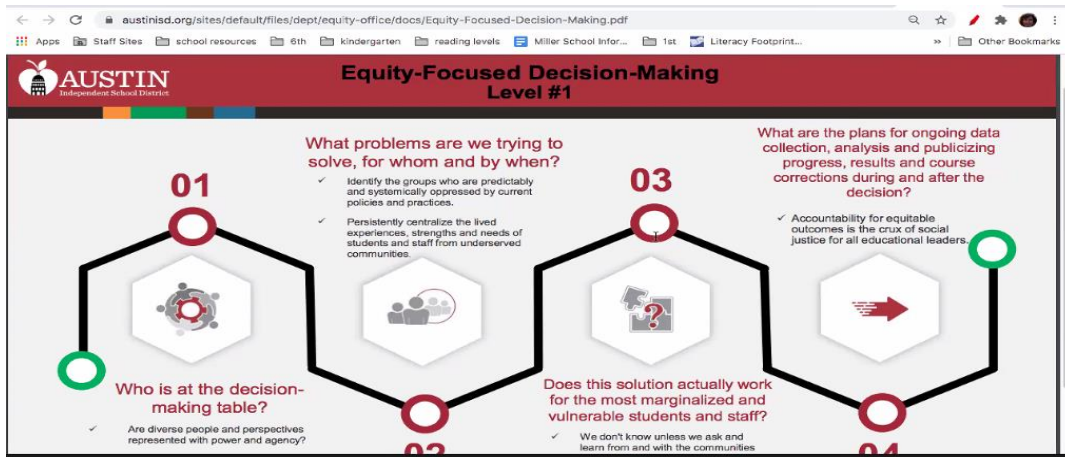
D. Coit - Ad-hoc with total community involvement.

D. Ferguson motioned for the Board chair to appoint an ad-hoc committee to develop the agenda and program for the March Board workshop, seconded by Marian.

Roll Call Vote:

K. Beaulieu, K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D. Ferguson – Yes
Passed unanimously.

L. Renick-Butera shared a new resource that they are going to use regarding Equity (see below).



After a short 15-minute break, D. Ferguson re-convened the meeting at 11:05am.

Student Welfare Committee: D. Coit stated they held a meeting on November 10, 2020. D. Pearson presented an update on RULER and WEI. They also discussed Project Adventure. Other items included questions about new things and where they should fall. J. Judd recommended we use a matrix as shown below.

MSSM BOT - Student Life Governance Responsibilities

	Student Welfare	Residential Life	Academic	Recreational
Best Practices				
Policy advice				
Implementation				
Measurement & Oversight				
Examples:	Student Welfare Committee 1. Mission Appropriate Student 2. Portrait of a Graduate 3. Wellington Engagement Index 4. Student Welfare Library 5. Project Adventure		Program Committee 1. Title IX 2. Student Climate Survey 3. Sports & Clubs 4. Residential rules 5. Academic oversight	

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An informal discussion took place as to where their categories should fall. Student members brought up rules, but realized that the Student Welfare Committee probably wasn't the place for this to be listed. Student welfare is primarily a best practices piece. Speaking to other schools may be helpful, though he is not trying to suggest where anything should go; but for something to gauge for our committee. D. Coit asked the BOT if they had any thoughts on where these categories should fall.

D. Coit stated he is very hopeful there will be a lot more work to do on the Business Planning Committee, but would like to add again the need to address finding someone else to Chair the Student Welfare Committee. Also, in his recent work with Pat Hart on the Business Planning Committee, it is clear that student welfare is most important to other schools. They are eager to share ideas. This is a real opportunity to engage with these schools.

D. Ferguson motioned to accept the Committee Reports, seconded by D. King.

Roll Call Vote:

K. Beaulieu, K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu – Yes, D. King – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D. Ferguson – Yes
Passed unanimously.

D. Action Agenda:

Policies:

J. McGreevy reported that proposed changes to policy JRA is on the agenda for review.

- D. Chuhta asked if these policies have been reviewed by the Attorney General.
- J. McGreevy answered yes, they have all been reviewed by Sarah Forrester and she said they all look good.
- D. Ferguson stated it looks like a complete re-write of our previous policy.
- J. McGreevy said Not exactly the language from the MSMA policy.

Policy JRA-E, 2 instances of Superintendent needs to be changed to Executive Director.

Policy ADA

Policy AC - Nondiscrimination Policy, was changed to be more specific to MSSM and changed genetic information in the student section to be more inclusive. This covers all the protected categories. Items in red are not required by law, but things we wanted to include.

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J. McGreevy reported the Governance Committee is looking more in depth at all the policies adopted in August to make sure they are in line with what the school needs to have.

- D. Chuhta asked how current the affirmative action plan is.
- J. McGreevy is looking into this.

D. Ferguson motioned to adopt all the policies for 1st reading, seconded by M. Reagan.

Roll Call Vote:

K. Beaulieu, K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu – Yes, D. King – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D. Ferguson – Yes

Passed unanimously.

Charters: J. McGreevy reported changes to the Advancement Committee and Governance Committee Charters (located on Google Sites in the BOT 2021, December 5, 2020 meeting folder).
L. Renick-Butera asked to share a charter with the BOT.

D. Ferguson moved to make a motion to adopt both charters as presented. Moved by J. Pike, seconded by D. King.

Roll Call Vote:

K. Beaulieu, K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu – Yes, D. King – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D. Ferguson – Yes

Passed unanimously.

Business Planning Committee: D. Coit and J. Chalmers reported there are additional people they have connected with since the last meeting regarding the Business Plan. D. Melega was very instrumental in getting them the right audience. A meeting is scheduled for December 14, 2020.

- J. Chalmers recently met with Glen Cummings, President at the University of Southern Maine. They recently took over as the host for Maine Robotics and would like to partner with us. They also discussed satellite opportunities for our summer camp, possible semesters abroad, etc. This is just one example that we can take to other campuses and something we would want to pursue if we were to receive funding for an Outreach office.

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- R. Rice agreed and stated that there would be other UMS institutions; Farmington for example would probably be very interested.
- J. Chalmers stated salary for an Outreach Program Director that would make connections within the organizations through the State of Maine would be around \$120k.

- D. Coit stated that Aroostook Partnership spent an hour speaking to them. The Aroostook County Chamber of Commerce also took part in this call, which was very constructive. The primary goal for them is for MSSM to remain in Aroostook County. Also spoke to Jim Patterson, great conversation with him. He was phenomenal, sharp, lots of insights.
- J. Chalmers doesn't want to be controversial, but discussion with J. Patterson re: location, he was very involved in the forming of the school. They were asked to start a agricultural school, didn't think it would be supported. On purpose, they did not put Limestone in the statute as they didn't know what the future of Limestone would be. 5 years later a representative made sure this was put into the statute. Something he noted to us that was important.
- D. Coit stated that the Maine Chamber of Commerce put on a 3-part address regarding STEM in the workforce. In the last one, they spoke about education in STEM workforce development. Discussion took place on how important it was to get students on the path early. By college it is too late. It was recorded and is available online (located here: <https://www.mainechamber.org/webinar17.html>). Those in attendance were very supported by what we had to say. The last conversation we had was regarding the Alford Foundation and their \$200 million dollar commitment. An hour-long chat took place with Greg Powell, CEO and President, and Mike Dubiac (WEX). He said that he was totally aligned with where Coit and Josh were headed. When they were negotiating the 100 mil with the Rue institute (Northeastern), conversation with Joseph Aun, the real success is the k-12 feeder systems. This is now in the heads of Alford. This whole thing is built on a weak foundation, which is K-12 and Stem education. This is going to be a central theme to DOE and Mills Administration. There are some serious people, serious dollars making investment. But needing to do a much better job. He said he would be happy to call the governor in support of what we're doing. We talked about 4 potential, including Colby and he had 2 other locations he wanted us to consider. One is underutilized and another is a track of land near a vocational community college. His interest is seeing much more stem in the middle level. Community technology system. Really good idea. We are now on Alford's radar and they are taking us very seriously. They put up half a billion dollars in commitment. We have an ally here. Greg had 2 things he wanted us to do in return: looking for someone who can review/assess a computer program at a highschool. Greg Hamlin may be doing this. Family bought a company they want to get rid of and Coit is helping them do this.
- D. Melega asked for clarification regarding the context of how the conversation took place?
- D. Coit answered that it came from a 3-part webinar. He understands, this is a bold statement to make.
- L. Renick-Butera asked if it was a criticism of the K-12 system? Is this a quantity or quality problem?

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- D Coit answered that there is a concern, regarding the risks of failure of students coming in the front door. They raised this. It is not something he brought to them.
- D. Melega commented that perhaps it's the title of the slide.
- R. Rice agreed and said we should be really careful in how it is presented.
- L. Renick-Butera stated there is a difference in quality vs we are going to up our game.
- D. Eustis-Grandy said it is definitely more geographically based.

- D. Coit commented that this is what other people are saying, not his specific point of view. He will take a look at how it is being presented. But added to be careful about wading into these waters. Whose interests are involved here? Our focus is on the success of Maine students.
- D. Melega responded that this is his point. This is an opinion and he feels our educational system has the potential and capacity to grow. If the purpose is to get action, he doesn't know that this slide will get it.
- D. Ferguson stated that all of these comments are for the purpose of putting our best foot forward for presenting this information.
- D. Coit stated that this presentation is one that D. McGann, P. Hart and D. Pearson helped set-up. Alumni are really interested in this as 30 were in attendance when he presented it. After the presentation, everyone let their hair down and chatted. These are all opinions, but collecting them creates evidence. At the end we asked as Alumni (many who are very passionate about school) if they would be willing to write a letter as to how they support the school. D. McGann is coordinating. We have an opportunity to harness the Alumni with stories and put a face on the future for the school.
- D. McGann stated that alumni definitely have very strong stories to tell. We definitely need to come up with a way to capture it for our records as well.
- D. Coit agrees. We are looking to come up with a way to get a general forum of Alumni. He asked D. McGann what her take was towards the end of the presentation.
- D. McGann said it was clear to her that there are many alumni that have strong emotions and gratitude toward MSSM as the catalyst to their careers. It is a very valuable, untapped resource.
- Coit added it is a great story and we need to humanize it. He would like to get together with D. Melega next week.

Budget Section of Presentation: D. Coit thanked D. King and M. Beckum for all their help putting this together.

- D. Pearson asked that the BOT and meeting attendees not take the figures presented as absolute. They were trying to get close based on the information they have right now. We can't keep graduating 25-30 students and expect to make a huge impact on the STEM workforce. We need to make a bigger impact. He is grateful for the support we do receive from the state. Without this, we wouldn't exist.
- R. Rice mentioned the International students. Formerly matriculated students, without that they wouldn't be able to be at MSSM for more than a year.

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- D. Pearson stated this is why we severed partnership with MCI. We are very grateful to R. Rice and UMPI in helping us through this. We are effectively looking for \$8.2 million. Relationship with parents and their continuing to support by paying room and board. With the data that is available to us, we will be looking for an increased commitment from \$3million to \$8million. This will definitely be a source of contention.

- D. Coit stated that all the schools they spoke to have their own buildings. Our current facilities have some really serious structural issues that we have been putting bandaids on for years and is not a sustainable building in his view.
- M. Beckum asked if we have any data to back-up/support our ability to enroll 240 students based on our enrollment number and financial aid. You would think that Financial Aid would be all used up and that is not the case. Wondering about the size of our school based on percentage of comparison of other states.
- M. Reagan stated that she spoke to 6 families about attending MSSM and they did not apply because they didn't know about FA.
- R. Rice commented that it is hard to get the information out that FA is available. Parents/families getting this information from Community Colleges because they work very hard to specifically do this. If you can reduce the cost to Mainers, that is another priority.
- D. Eustis-Grandy commented that we are back to putting up stories again. She agrees with M. Beckum that we need to support the data.
- J. Pike sees that multiple single points of failure are mentioned. You may want to add a few points to clarify this if you're not going to be able to talk the audience through it. Budget slide #60: so that you don't lose the memory of the numbers, you may want to say today 140, vision is 200+. Lastly, the quote slide: this slide itself is going to mean whatever the person reading it thinks it means. There is a lot more we can be doing at these lower grades.
- M. Brozman stated that FA is a very real concern for students right now. His parents just spent \$40,000 for him to attend this high school and now he's going off to college. A lot of parents and students are looking at this reality. Maybe they are thinking they will save that money by attending their regular high schools vs. one where they have to pay and save the money for college. He also mentioned that when he applied to MSSM, and requested recommendations from his teachers, he had one teacher say to him, "you don't want to go up there, there's nothing around, etc". His friend ended up not applying because of this. We have to consider these types of things.
- J. Chalmers would like to address that there is FA on the table.
- R. Rice stated that typically there is always FA left over and then, you re-calculate for the next year. Some years you are over award; some years you are under. That is not unusual.
- D. Ferguson said this may be something for the Finance committee to look into.

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D. Ferguson motioned to adjourn the meeting at 1:30pm, seconded by R. Rice.

Roll Call Vote:

K. Beaulieu, K. Brackett, M. Brozman - Yes, J. Chalmers – Yes, D. Chuhta – Yes, D. Coit – Yes, J. Havu –
Yes, D. King – Yes, J. McGreevy - Yes, J. Pike – Yes, M. Reagan, L. Renick-Butera – Yes, R. Rice – Yes, D.
Ferguson – Yes

Passed unanimously.