

Maine School of Science and Mathematics
Board of Trustees
Saturday, March 4, 2023
10:30 am – 2:00 pm
Virtual Meeting Only

Meeting was called to order and a quorum was declared at 10:30 am.

Attendance:

Voting Board Members: Joe Siddiqui, Ray Rice, Marian Reagan, Craig Cunningham, David King, Joel Pike, Trey Cox, Sadhana Prasad, Paul Stanicioff, Timothy Beaulieu, and Trynitee Fallon.

Non-Voting Board Members: Dr. Eustis-Grandy

Also attending was Executive Director Sam Critchlow, Tracy Moore, Anthony Scott, Helana Brigman, Millie Rhodes, Mark Tasker, Jeff Candura and Heather Merriman.

The meeting was called to order at 10:30 am by Chair, Joe Siddiqui followed by introductions

The meeting was turned over to Helana Brigman, Academic Dean to give a special recognition to Anthony Scott, English Instructor for being named The Brasel Distinguished Educator Award.

Public Comments were opened by the Board Chair, Joe Siddiqui.

Department Chair, Mark Tasker opened public comment with statements regarding the lack of presence on campus by the Members of the Board and that Trustee meetings should be in person to gain more knowledge about campus and members of the community.

Heather Merriman, Foundation Board Member and alum stated that the Foundation will be on campus for the May BOT meeting. Heather also stated her disappointment with the Admissions Management report and said "How can I help?" Communication with key players in the community is needed regarding Admission events around the State

Discussion regarding the BOT Minutes from September 24, 2022 and December 3, 2022 will be discussed later in the meeting due to technical issues.

The Management Report was brought into discussion as the next agenda item and it was discussed by Sam Critchlow that there is an urgency regarding the Admissions Department, it was referred to by Admissions Director Ryan McDonald as a leaking bucket. Staffing in the Admissions office is 1 full time person less and the hope is that with the updating of the school website it will attract more families to MSSM. Sam Critchlow also discussed that during Admission Events adults in the MSSM community are "speaking their truth," and it is causing issues with not only current students but prospective students visiting campus. The discussion then shifted to student culture and well being is excellent, seems that early intervention is helping. The discussion shifted back to Admissions and how better recruiting strategies were needed and should aim for 120 students for the 2023/2024 school year. The possibility of a longer Admission season should be looked at as well as possible half year admittance. Marian Reagan stated she was also willing to help and that we need to have

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bigger forums with a wide array of alumni and current students to speak with prospective families. Sam Critchlow then moved to the broken window syndrome with LCS. The same cracks are still not being addressed as well as snow removal in the parking lot happens an hour after staff arrives on campus. LCS wants to increase the lease agreement by \$80,000 and we are still being flat funded so negotiations need to happen, the Food Services contract and issues with the pool will have to be addressed. Craig Cunningham is happy with Wellness days for students that was discussed in Dr. Brigman's report. Craig also brought up the IT Report and the Rus DLT Grant and can he make some calls to our Senator's offices to see if they can help. Marian Reagan stated she could also help with this. Mark Tasker stated the Technology needs are great and Jeff Candura said that workstations for staff would be easier to fundraise for.

A Motion to accept the Management Report as presented was made by Dave King and seconded by Tim Beaulieu. A roll call vote was taken and was unanimous in favor of the motion.

The meeting took a 15 minute break from 11:00 am to 11:15 am.

Committee Reports were presented to the Board by Committee Chairs, or members as follows:

The Advancement Committee has no report to be given.

The Governance Committee has no report to be given.

The Finance and Facilities Committee reports that the Budget workshop is proceeding as planned.

The Student Welfare Committee reported about the Wellness/Mental Health Day Policy.

Board Chair Joe Siddiuo stated that the new Executive Director Search Committee has pulled 3 BOT Members from other committees and if anyone has any interest in helping with less active committees, please let him know.

The meeting took a 20 minute lunch break at 12:25 pm.

Meeting resumed at 12:45 pm.

The Executive Director Search Committee has narrowed the search down just this week to 3 finalists and 1 alternate and that all 3 finalists will be making visits to campus in the following weeks. After visits the Committee will be looking at all feedback from the community and will then bring forth a recommendation to the Board.

A Recommendation was brought forward by Ray Rice to the Board to put together a transition team after a new Executive Director is selected and was seconded by Dave King. A roll call vote was taken and was unanimous in favor of the motion.

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A Motion to accept the Committee Reports as presented was made by Dave King and seconded by Ray Rice. A roll call vote was taken and was unanimous in favor of the motion.

The next agenda item for discussion is Transition planning. A chart with the results was presented to the group.

Desired Attributes top three results are:

- A skilled political advocate and community ambassador embracing a “both/and” perspective bringing people together to create solutions and create new possibilities.
- A thoughtful leader who listens deeply, invites all perspectives, holds the mission of MSSM at the forefront and is willing to make and execute difficult decisions.
- An individual with strong business acumen and proven management skills who can provide strategic direction in operation and oversight to the institution in collaboration with a dedicated Board of Trustees.

Opportunities and Challenges top results are:

- Advocate for and articulate the value of an MSSM education, elevating the school’s profile and its unique STEM mission. To strengthen student recruitment and retention regionally, nationally and internationally.
- Address sticker shock to ensure that no student is dissuaded from applying due to costs.
- Working with the larger community, higher education, and State legislature, enhance and/or expand current facilities to provide MSSM faculty and students with spaces that better support the outstanding academic program the school offers.
- Building on 25 years at nationally acclaimed STEM education, provide the vision, leadership, and passion to advance MSSM to the next stage in its instructional evolution of core values of mastery, self awareness, resilience, engagement and purpose. Continue to foster the culture and aspirational striving for the student and faculty alike.

It was discussed to take the top four results and wordsmith them to be the top 3 instead.

A Motion to accept was made by Dave King and seconded by Marian Reagan. A roll call vote was taken and was unanimous in favor of the motion.

The next agenda item for discussion is 2023-2024 Budget. There are higher expenses and reduced revenue, leaving a significant gap. The Budget options are to pass with the higher deficit, wait to pass at the May 26, 2023 BOT Meeting or adopt flat funded budget Transition planning. White paper that was prepared by Executive Director Sam Chritchlow was praised.

It was decided to return to Budget discussion after the Executive Session.

Board Chair Joe Siddiqui moved the discussion to the Draft Annual Report.

Executive Director Sam Chritchlow explained that the Draft Annual Report consists of financial statements, Budget, benchmarks and assessment data, and professional development. The Report is from the Board Chair not the Executive Director. The Annual Report was filed last

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year but was the first time in 15 years. The Report was due to the State in DEcember, unfortunately was only uploaded to the BOT website early this morning so discussion about Members not having a chance to review and not comfortable in passing. A decision to take a 10 minute break so BOT members could review. When the meeting resumed a few grammatical errors were picked up and discussed. It was agreed to the removal of the Maine Marine Science school from the report since they are closing. Suggestion from

Paul Stancioff about adding a bar graph showing SAT results in comparison to the State as well as possibly the amount of students who take AP's.

A Motion to accept with grammatical editing was made by Ray Rice and seconded by Dave King. A roll call vote was taken and was unanimous in favor of the motion. Discussion by Sam Critchlow about possibly starting a Committee in the fall to prepare for next year's report.

Board Chair Joe Siddiqui expressed that the September 24, 2022 and December 3, 2022 are not showing on the BOT website so will get minutes all caught up at the May 26, 2023 meeting.

A motion to go into executive session pursuant to Title 1 Chapter 13 Subchapter 1. 405, 6A to discuss personal issues and 2023-2024 Budget was made by Craig Cunningham and seconded by Ray Rice. A roll call vote was taken and was unanimous in favor of the motion.

The Executive Session was entered into at 1:45 pm.

The Executive Session was exited at 2:10 pm.

Meeting was adjourned at 2:12 pm.