

**MSSM Board of Trustee
Meeting Minutes
September 6, 2014
Maine School of Science and Mathematics
Limestone Maine**

Board Members and Officers present were: Dr. J. Pieh, Chair; Mrs. M. Albert, Ms. D. Gordon, Dr. D. Haines, Dr. W. Specht, Mr. J. Judd, Mr. D. King, Ms. S. Lowry, Mr. G. Ostermann, Dr. L. Schott, Dr. B. Sullivan, Ms. C. Voyer, Dr. C. Wray, Mr. L. Shorty, Secretary/Executive Director.

Officer present: Mr. M. Lambert, Treasurer.

Board members absent were: Mr. F. Woodman, Mr. J. Rier, Commissioner of Education, Dr. C. Kesselheim, and Dr. J. Patterson.

I. Meeting Convened

The meeting was called to order by Dr. Pieh at 2:06 pm followed by introductions.

II. Reports

- a) Dr. Sullivan delivered the Faculty Report. He also discussed the need for daycare for staff with families, student dress code, faculty hiring (especially recruiting and timing) as well as low morale among the faculty.
- b) Mr. Ostermann delivered the Student Senate report. This year the Senate members will be trying to move ahead on the composting of cafeteria waste and the fire pit projects which were started at the end of last year.
- c) Ms. Cate Monroe delivered the Parents' Association committee report in the absence of Ms. Barrie Brusila, President of the MSSM Parents' Association. Specific areas to concentrate this year will be the room curtain project from last year. She also recognized the Keith-Hardy family for the completion of the bike racks which were finished at the end of last year.
- d) Mr. Thompson brought the Board of Trustees up to speed on personnel changes at the Foundation and recent donations. He indicated that the Foundation had about \$400,000 endowment through the Maine Community Foundation.
- e) Mr. Shorty bulleted the points of the five-year plan from a full written report which was provided to all of the Board members.

III. Consent Agenda

1. On a motion by Dr. Specht with a second by Ms. Gordon, the Trustees voted unanimously to accept the management report.
2. On a motion by Ms. Gordon with a second by Dr. Specht, the Trustees voted unanimously to accept the minutes of the May 23, 2014 BOT meeting.

IV. Public Comments

Mr. Steve Symonds said there is a definite need to get old broken furniture replaced in the dormitory to which Mr. Grillo agreed and remarked that there was a need to hold people accountable to get this done.

IV. Action Agenda

1. Governance Committee: After the presentation by Dr. Haines, the following policies were recommended to the Trustees for adoption:
 - GCAF – Professional Development Leaves
 - GCI – Professional Staff Development Opportunities
 - GCOA – Supervision and Evaluation of Professional Staff
 - GCOC – Evaluation of Employees
 - JJA – Student Organizations
 - JJA-R – Student Organization Procedure
 - JJA-R2 – Student Organization Procedures and Responsibilities

On a motion by Ms. Gordon and second by Dr. Specht, the Trustees voted unanimously to adopt the above policies.

Dr. Haines presented the following policies for a first reading:

- AACC – Trafton Housing Policy
- GCBD – Room and Board Waiver
- GDB – Vacations

Dr. Haines also reported that the Executive Committee had forwarded a list of potential candidates to the Governor's Appointment Secretary. Eight current terms have already or shall expire shortly. Of these, one was not submitted by the Governor's office who has asked for more names and will hopefully submit a name to be heard by the Education and Cultural Affairs Committee in early winter.

Dr. Haines presented a slate of officers for the Board's consideration. The election of officers normally occurs at the spring meeting. It was inadvertently overlooked earlier this spring. The slate include: Dr. Jerome Pieh, chair; Mr. Jason Judd, Vice Chair; Mr. Michael G. Lambert, Treasurer.

Dr. Pieh, as current chair, opened the floor for additional nomination. After discussion of the election procedure and a request from Dr. Sullivan for clarification of who may vote for the leadership positions, Dr. Pieh ruled that since the law specifically says that the Board shall "...chose ..." these positions and not "... elect ..." that all Board members should have a say in the appointment of board leadership [n.b.: see Title 20-A §8204 (2)]. The Board voted by secret ballot Yeas 12, Nays 0 and 1 blank ballot for the slate presented.

2. Program Committee: Mr. Judd gave a report on the work of the program committee. He especially thanked the Board members, faculty, students and parents for their support through their excellent attendance and insight. He reported on several matters before the committee and welcomed Dr. Richardson, Academic Dean to the effort.
3. Finance and Facilities: Mr. King and Mr. Lambert gave a report of the FY '2014 financials and for the first month of FY '15. [Mr. King noted and welcomed the student attendance at the committee session earlier in the day]. Mr. Lambert indicated that there appears to be a net balance of \$59,363. These numbers are unaudited. The audit is anticipated to start on September 11 by the

firm of Chester Kearney, CPA's. Dr. Pieh informed the Trustees that he requested Mr. Lambert investigate the potential acquisition of an asset.

4. Advancement: Ms. Gordon gave a brief report on the committee's work. A couple of noteworthy points were the upcoming 20th anniversary of the school. She also referred to Mr. Shorty some information she had received about how the magnet school in Missouri dealt with visas for foreign students.

V. Adjourn

Dr. Pieh thanked the Board for an excellent meeting and entertained a motion to adjourn; the motion was made by Dr. Schott, seconded by Dr. Specht, the Trustees voted unanimously to adjourn.

The meeting adjourned at 5:02 pm.

Respectfully submitted,

Luke C. Shorty
Secretary

Next meeting will be December 6, 2014 at Orono, Wells Conference Center.

Approved 12/6/2014