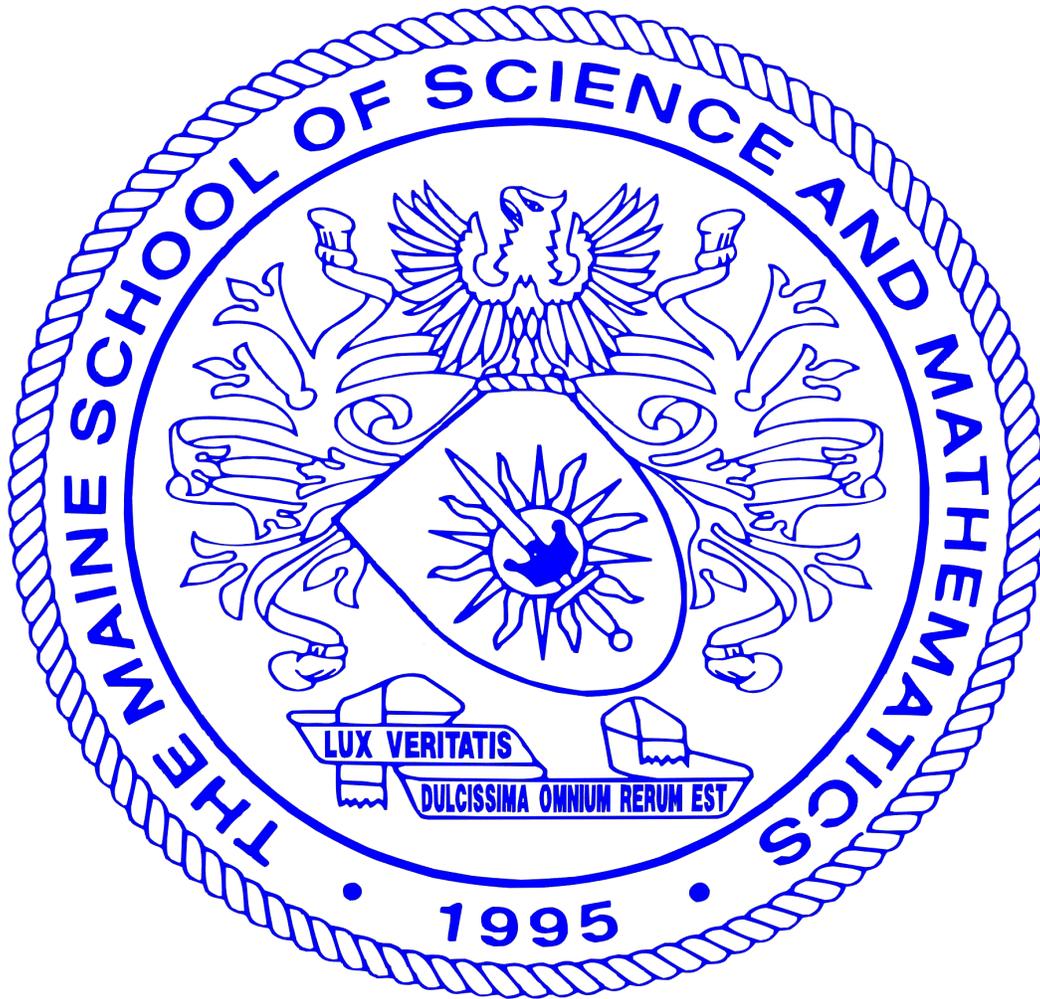


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# Management Report

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March 5, 2016





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**Alan D. Whittemore****Dean of Enrollment Management**

Following the January 15th, 2016 deadline, the Admission Review Committee (ARC) convened to read a total of 51 (66 in 2015, 55 in 2014) files and it will reconvene Friday February 19<sup>th</sup> to consider an additional 16 files (13 from the class of '20, one from the class of '19, and two from the class of '18) whose SAT scores from the January test date arrived the week of February 11th, for a grand total of 76 (91 in 2015, 80 in 2014) of completed applications. At the time this report was due, February 13th, letters of acceptance to 40 students (23 female and 17 male) have been delivered. Of the 40 accepted students, 26 are from the class of 2020, 6 from class of 2019 and 8 from the class of 2018.

In addition, we have 1 female of the class of 2020 and 2 males of the class of 2019 that were deferred from last year who have indicated a desire to enroll. We also have two international students that have applied.

It is not possible to accurately predict opening enrollment numbers at this time. We will graduate 47 seniors this May, and if every underclass student currently enrolled returned in the fall, we would have 25 in the class of 2019 (11 females/14 males); 41 in the class of 2018 (24 females/17 males) and 35 in the class of 2017, (14 females/21 males) for a returning population total of 101 (49 females/52 males). When adding the current accepted students, albeit not enrolled, we will be 19 students short of the admission goal, 161. If every currently enrolled student returns next year combined with those recently accepted, we would have classes that look like this:

2020	27	(17 females/10 males)
2019	31	(14 females/17 males)
2018	49	(28 females/21 males)
2017	35	(14 females/21 males)
Total:	142	(73 females/69 males)

In consideration of the apparent decline in applications, a 5<sup>th</sup> Open House has been scheduled for April 8<sup>th</sup> at which time we are targeting the classes of 2019. The class of 2020 has an additional 13 applications yet to be reviewed as of this date, and the Office of Admission has been instructed to not exceed 10 percent of 27, the number developed in the fall of 2015 based on projections. We will therefore only be able to accept 3 of the remaining 13 class of 2020 applicants.

In traditional residential (boarding) schools that are also grades 9-12, the primary year of entrance is the 9<sup>th</sup> grade. It has been over 8 years since the first 9<sup>th</sup> grader shadowed the doorways of this grand institution. In order to attain the goal of consistent class sizes, while also continuing to expand in enrollment numbers, it is the recommendation of the Office of Admission to re-visit the aforementioned 2015 projected table, and expand the number of the inbound 9<sup>th</sup> grade class to at least 38 with the 10 percent window remaining in place. Without this entry point being re-evaluated based on statistics, we will continue to experience significant size differences in our graduating classes which in turn directly affects the school's tone.

## **Deborah McGann** **Dean of Faculty**

With the conclusion of the fall semester, Mr. Shorty was pleased to bestow honors to ninety seven (97) MSSM students. There were eighty (80) Renaissance Scholars, students who had a B or higher in all of their classes. There were seventeen (17) Polymath Scholars, students who had all A's in their classes. There were nine letters of probation and one letter of dismissal. The dismissal appeal resulted in a stay at least until progress reports.

During J-Term, the SeaPerch: Underwater ROV Engineering fueled a competitive spirit that stirred throughout the two weeks and culminated in final events on Friday afternoon. Many in the SeaPerch group plan to take their rovers to a regional competition in Bath in May. There was no rest for the Laser cutter in the makerspace which ran nearly continuously for the entire two weeks. Students designed and built boxes, castles, game pieces, simple machines, and more, out of cardboard, wood and acrylic.

Our off-campus offerings brought students to new people, places, and experiences they will not soon forget. The Japan travelers now anxiously await a March return visit from the Hikone-Higashi School and those who visited the Instituto Politécnico Pilar Constanzo in Santo Domingo are hopeful they too can exchange visits. During the off-campus J-Term exhibition, on February 11, we heard more about the international travels, the bear kidney research at The Jackson Laboratory, and the adventures of our Interns. A program of this event is included in the appendix of this report.

Enrollments in spring courses for our one-hundred and forty eight (148) students, down seven from the start of school, are presented in a graph at the end of this report. In addition to work assignment and fitness, in which all students participate, we have nine hundred and five (905) class enrollments in fifty-nine (59) different courses.

January our Delta class of the Education Leaders Experience took us to Hussey Manufacturing and Pratt and Whitney in North Berwick. I have renewed confidence there are exciting careers to be found right here in Maine. In February we experienced firsthand the Maine Legislature, by literally sitting in their seats as we enacted mock committee and full meetings.

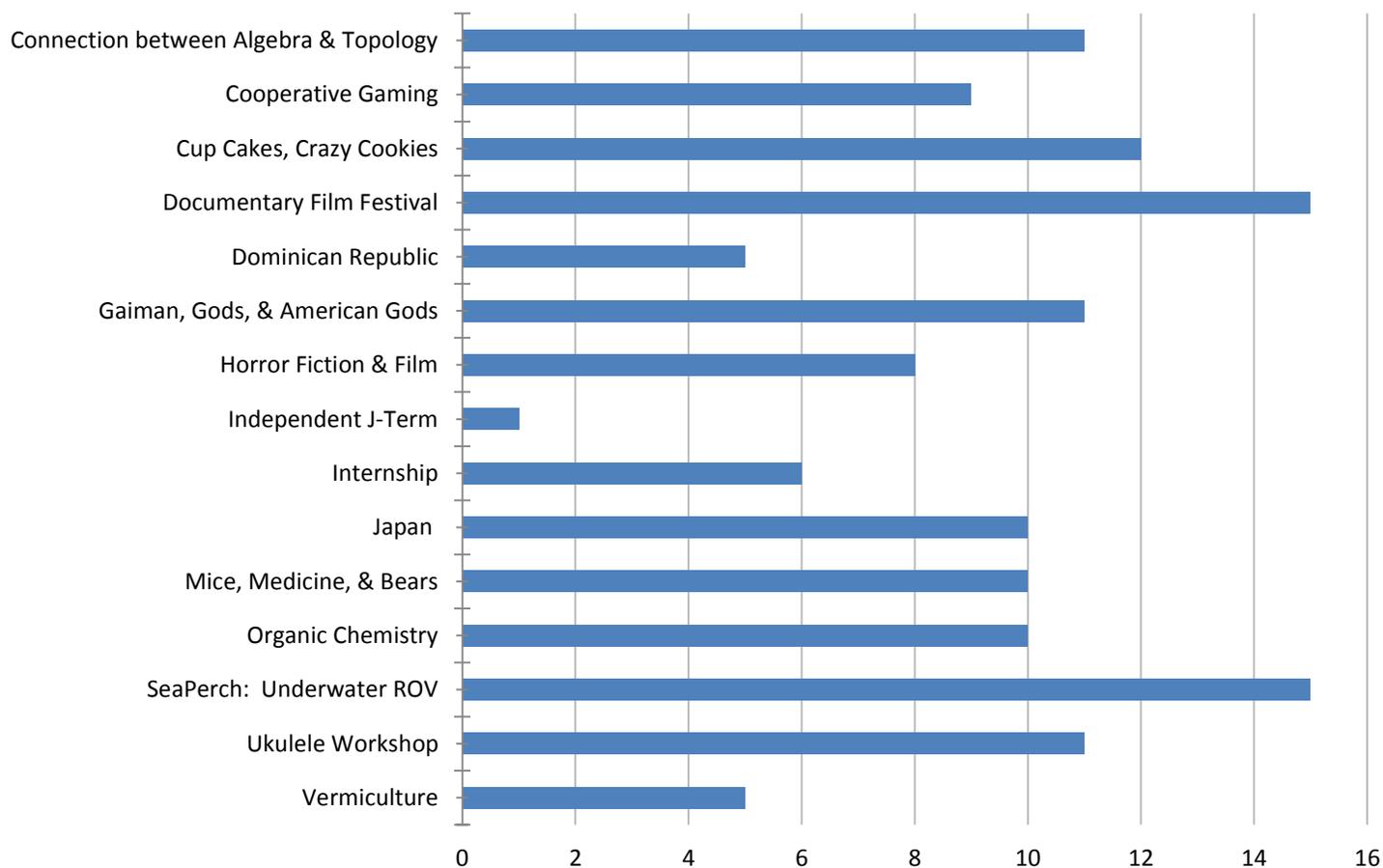
On March 12 parents and families are invited to visit MSSM to meet informally with faculty and partake in the Limestone Winter Fun Day Activities.

Now that we have First Semester and J-Term behind us and second semester well under way, my priorities are to complete faculty and academic staff evaluations, plan for next year's fall and spring offerings, and work with faculty on finalizing learner outcomes. We are delighted to announce an ever growing list of courses which qualify for credit under our agreement with the University of Maine at Presque Isle. An important task ahead is to work out a plan for students who have interest in the Associate's Degree.

News just in, one of the MSSM VEX Robotics teams received the Excellence Award at the State competition. According to the VEX website, "This is the highest award presented in the VEX Competition. The recipient of this award is a team that exemplifies overall excellence in building a well-rounded VEX robotics program. This

team excels in many areas and is a shining example of dedication, devotion, hard work and teamwork. As a strong contender in numerous award categories, this team deserves to be recognized for building a quality robot and a “team” committed to quality in everything that they do.”

### J-Term 2016 Course Enrollments





**2016 J Term Exhibition**  
**Friday, January 22 - 2:30 to 4:30 pm**

**We ask that all students to join us in the Auditorium to begin a tour of the On-Campus J-Terms starting at 2:30**

**2:30-2:45 pm** Ukulele Performance - Auditorium

**2:45-3:00 pm** SeaPerch: Underwater ROV Engineering - Pool

**3 - 4 pm** Creative Cupcakes, Crazy Cookies – Cafeteria

**3:30-4:30 pm** Students Visit BWing classrooms

**Students can alternate being in their own classrooms and visiting others**

**B113** - Horror Fiction & Film (share creative horror stories)

**B208** - Organic Chemistry (demonstrate molecular models)

**B210** - Cooperative Gaming (demonstrate games played and strategies)

**B211** - Neil Gaiman, Gods and American Gods (Open House discussion of Mythology and Folklore)

**B216** – Vermiculture (worm compost bin – info session)

**D702** - "Frickin' Laser Beams" (Project displays and laser cutter demonstrations)

**2016 J-Term Internship &  
Travel Exhibition**

**Presentations - Friday, February 12, 2016**

*BWing Classrooms 3:30 - 4:00 p.m.  
Auditorium 4:10 - 4:45 p.m.*

<b>B107/B109 Internships</b> Moderators: Mr. Pedersen & Mr. McCartney	Japan Trip Presentation <b>Hikone Higashi High School</b> Madison Allen, Sarah Franklin, Hui Kennedy, Lisa Curtis, Marsden Jacques, Harrison Pearce, Scott Gilley, Josh Tung, Caleb Wallace, Christian Silva
	Tyler Simmons - Chinese Language <b>Oxford Hills Comprehensive High School</b> Nina Ying, Chinese Teacher Oxford, Maine
<b>B106/B108 Internships</b> Moderators: Dr. Eustis-Grandy & Dr. Hamlin	Bridget Tompson - Orthodontic Exploration <b>The Practice of Dr. Michele Shems, DMD, PA</b> Falmouth, Maine
	Rachel Pike - Robotics <b>Spruce Mountain Area Robotics Team</b> Rob Taylor - Instructor and SMART Program Jay, Maine
<b>B111/B113 Internships</b> Moderators: Mrs. Berube & Mrs. Sweetser	Claudia Serban - Global Relationship Management <b>Met Life</b> Loukas Kasekas, VP Global Relationship Management New York, NY
	Aidan Sites - Working with Children <b>Kennebec Valley YMCA</b> Lisa Robbins-LaChance, Learning Center Coordinator Augusta, Maine

**Following the second internship presentation, please kindly proceed to the auditorium for our final two presentations:**

***Trip to the Pilar Constanzo Polytechnical Institute***  
 Alyssa Armiñan, Laura Dolci, Atticus Maloney, Maggie Street,  
 Lily Verna

&

***Jackson Lab J-Term***  
 Allie Johnson, Cecilia Howard, Abby Raymond, Liza Maslak,  
 Maddy Williams, Ethan Sheive, Humam Al-Fdeilat,  
 Virginia Hugo Vidal, Pier Stevens-Rosa, Jessica Creelman

*We would like to express our sincerest thanks to the businesses and organizations that hosted visits and/or provided internships for MSSM Students.  
We gratefully acknowledge that the unique opportunities provided could never be reproduced in a classroom.*

**Hikone Higashi High School**, Hikone, Shiga Prefecture, Japan

**The Jackson Laboratory**, Bar Harbor, ME

**Kennebec Valley YMCA**, Augusta, ME

**Met Life**, New York, NY

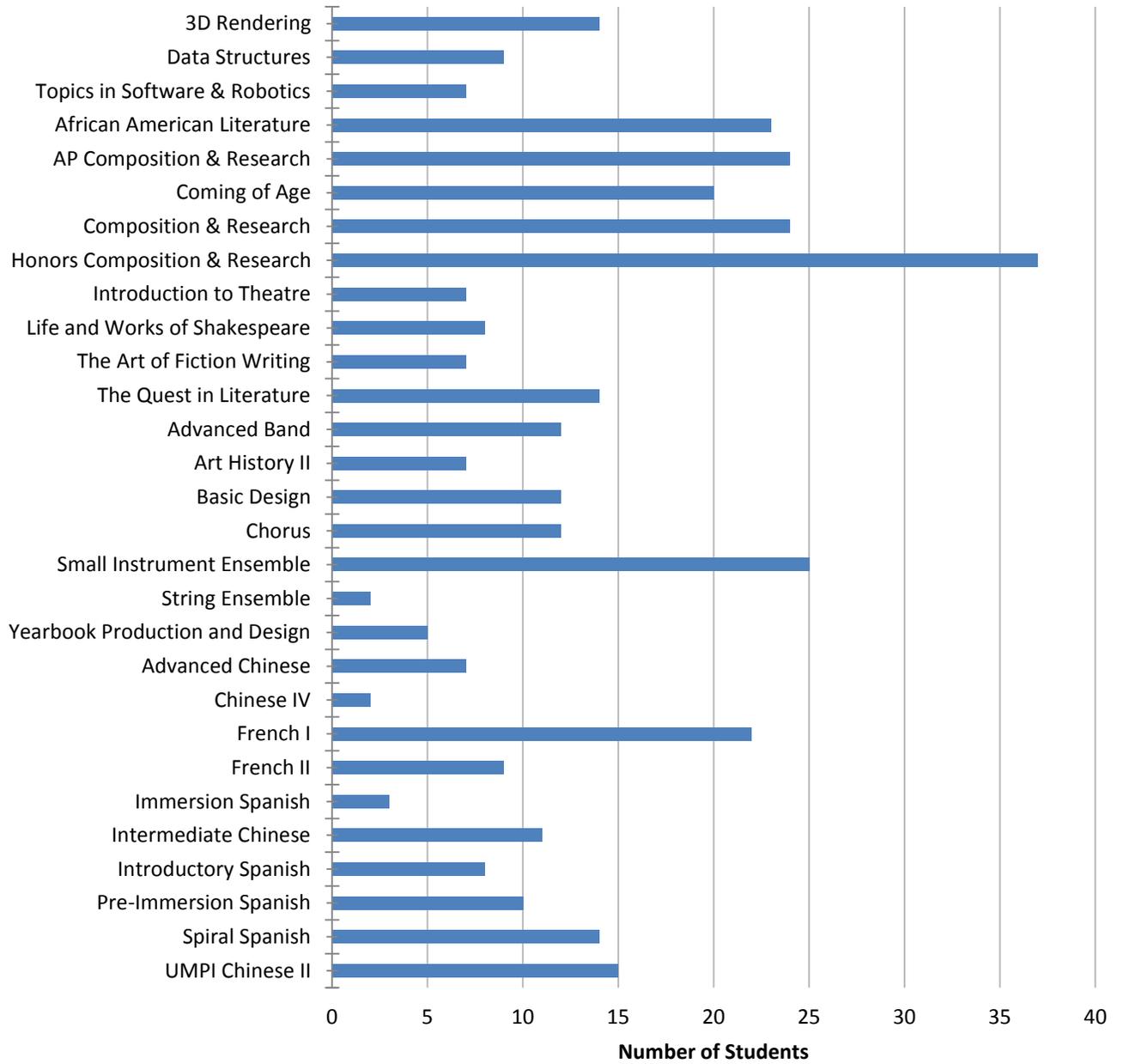
**Oxford Hills Comprehensive High School**, Oxford, ME

**Pilar Constanzo Polytechnical Institute**, Santo Domingo, Dominican Republic

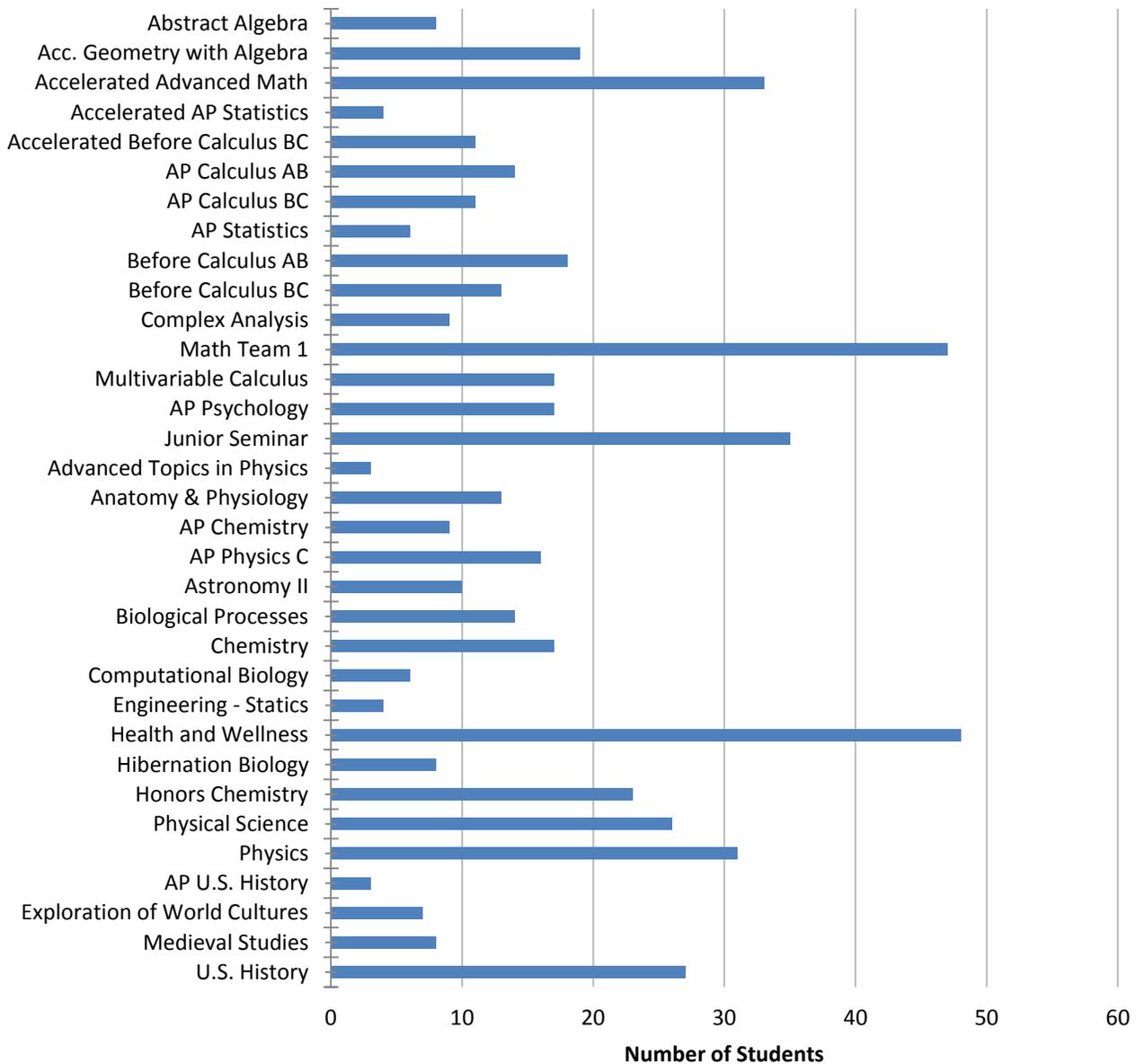
**The Practice of Michele Shems, DMD, PA**, Falmouth, ME

**SMART Robotics**, Jay, ME

# Spring 2016 Course Enrollments Part 1



## Spring 2016 Course Enrollments Part 2



## Section

# 3

# Residential Life

## Matthew Grillo

### Dean of Students/Director of Residential Life

#### Current Student Count by Dormitory

Main Dormitory: 128

Manor: 20 (all male students)

Total Student Count: 148

#### Residential Life Staffing:

Full Time RIs: 6

female: 2

male: 4

Part Time RI: 1 (Resides in Manor, 30 hours per week)

Part Time Shuttle Driver: 1 (Resides in Manor, no RI duties, No monetary compensation)

Assistant Residential Director: 1

Director of Health Services: 1

Contracted Staff: Aroostook Mental Health Center

LCSW: 1 with 20 hours

BHP/CDAC (Behavioral Health Professional/Certified Drug and Alcohol Counselor): 1 with 17.5 hours of on-campus time

The second semester of the 2015-2016 school year has gone well for MSSM's residential program. Residential staff/student relations are strong. Activities have been consistent and well attended. Students most recently enjoyed an ice-skating trip to Presque Isle which organized by the Student Activities Board. Ski trips to Big Rock Mountain are regularly occurring when conditions permit, sometimes twice per week. Indoor rock climbing trips to UMPI take place every Friday, and students have the option to attend the Presque Isle Mall trip each Saturday night. Mr. Andrew Parker (4th year RI) hosted the 4th annual Casino Night this month with support from multiple MSSM faculty and staff.

As discussed in the December (2015) residential board report, MSSM's Director of Health Services, Jessica Damboise, completed a comprehensive evaluation of MSSM's relationship with GroupRX, the out-of-state pharmacy we used for the blister-packing of student prescription drugs. This process included feedback from staff, parents, students, and other area pharmacies. Under the supervision of Nurse Damboise, MSSM has successfully transitioned from this out-of-state pharmacy to one located in Caribou Maine (Frontier Pharmacy). We have seen an improvement in both communication, and the successful/timely acquisition of student medications since this change has been implemented.

Sarah Stackhouse, MSSM's first Athletic Director, has been working exhaustively to create, organize, codify and implement a successful athletic program at MSSM. There are multiple challenges involved and questions that need to be answered. First and foremost include how these programs will be paid for, how they are viewed

in relation to Title 20-A, Chapter 312, Section 8206, and whether or not MSSM's daily schedule is structured in a way that makes it possible for student athletes to participate at the level necessary for a successful varsity sports program. Does this conflict with the mission of MSSM? I look forward to Mrs. Stackhouse's data at the end of the year regarding the percentage of students who begin a sport but choose not to finish out the season. Why does this happen? What financial problems does this create? How does it affect the relationships MSSM is trying to build with other organizations such as (RSU 39/SAD 1), coaches, the Aroostook League and the MPA?

## **Debbie Eustis-Grandy, PhD**

### **Faculty – Science Instructor**

After a busy and successful J-Term, the spring semester is underway in its typically chaotic and full-speed-ahead manner. Students and faculty enjoyed a diversity of on- and off-campus offerings, and each class presented an overview of their experiences at one of two J-Term exhibitions (one for on-campus, one for off-campus).

Several on-going issues continue to cause stress among the faculty, however, though there has been some progress on these fronts. A small number of students (mainly first year students) continue to require a disproportionate amount of faculty and student support time. At the end of the fall semester faculty voiced their strong opinion that many of these students would likely be best served by returning to their sending schools.

While the greenhouse structure is complete, electrical work has just begun and there is still no heat or plumbing - so it cannot yet be used for course or student projects. Evidently it has taken a long time to find a reasonably priced electrician to do the work, and electrical has to go in first. Much of the Admissions realm – specifically Admissions criteria, how Admissions decisions are made, and whether data from previous years is used to guide decisions – continues to be a mystery. However, faculty on the Admissions Review Committee report optimism at the good quality of applicants reviewed so far. We are hopeful that regular communication between the Admissions Department and faculty will begin soon – the Administration is working on an admissions policy and Alan is going to be attending faculty meetings once per month.

### **Overview of J-Term Trip to the Dominican Republic – Jim Torruellas:**

On January 11th, 2016, five MSSM students and two chaperons- Spanish teacher James Torruellas and Louise Hamlin, R.N.-gathered at Logan International airport, in Boston, to prepare to embark on a most significant and memorable adventure. Feel free to contact Jim for more information on this wonderful experience.

In summary the event was a resounding success. Here are some of reasons why:

- We were able to finally establish a working “sister school, partnership plan” wherein the Spanish department and the Spanish club at MSSM have an objective toward providing meaningful and practical service, not only by working with IPPC (Pilar Constanzo Polytechnic Institute), but also with the two community schools managed by the administration of IPPC- The Salesian Society, an order of the Catholic church.
- All five students received 6 days of rich cultural and linguistic immersion by living with ordinary, Dominican families tied to IPPC.
- Professional contacts were establish with key IPPC faculty and administration that pave the way for future exchanges and academic interaction with MSSM.
- Our MSSM students created lifelong friends with which they will continue to share experiences and exchange cultural activities in the future
- All of this—round trip airfare from Boston to the Dominican Republic, 6 days, lodging, food, sites, ground transportation, IPPC school uniforms, 3 days in foreign school environment— all for \$1,295 per student.

A few other highlights:

- Faculty searches have begun for positions in Spanish, History, and Physics;
- Eleven students have registered for the Maine State Science Fair on March 19. The event, which is part of a multi-day Maine State Science Festival, will be held at the Cross Insurance Center in Bangor.
- MSSM is partnering with the Bangor STEM Academy, the Maine Mathematics & Science Alliance, and JAX to sponsor a Broadcom MASTERS affiliated [Maine State Middle School Science & Engineering Fair](#). Sarah Bernard is working with MSSM students who will help prepare for the May 14 event.
- Deb McGann was the Maine State Winner in the 2015-2016 Samsung Solve for Tomorrow contest. Her entry, which proposed having students use MSSM's infrared camera to inform community members of potential heat loss in their homes was chosen for its innovative approach to advancing interest in STEM among students as well as making an impact in the community. Along with a laptop and camera, MSSM will receive a minimum of \$20,000 in Samsung technology. In a continuation of the competition at the national level, students created and submitted a 2 – 3 minute video that brought the activity plan to life.
- Greg Hamlin's new Laser Cutter was definitely put through its paces during J-Term, when it was used by his J-Term students as well as by other community members. Students designed their creations using the *Inkscape* drawing program, and then uploaded them for cutting and etching. Dozens if not hundreds of pieces of plywood, cardboard, and acrylic were cut to create a wide range of finished products, including a playable ukulele, a latticework lamp, and a wide variety of artistic pieces.
- Greg Hamlin also had two teams competing at the regional Vex competition at Erskine Academy, with both teams making it into the semi-finals. At that same competition, one of the teams won the programming skills challenge and therefore qualified for the state competition on February 13th.
- Deb Eustis-Grandy and Hendrik Lenferink will be taking 9 students (2 teams) to the Maine Science Bowl competition at USM, Gorham, on Feb. 27. They will be combining this trip with a visit to the UNE aquaponics facility.
- As a result of J-Term, Todd Smith now has a SeaPerch Club with the intention of competing at the regional SeaPerch competition held in Bath, ME in April. SeaPerch is an underwater robotics program designed to teach students about STEM topics through the design and construction of an underwater remotely operated vehicle (ROV). The club will continue the work that was started during the J-term SeaPerch course. Students will have to navigate their ROV through an obstacle course and be able to manipulate several underwater devices to score points in the competition. More information about SeaPerch can be found on their website [seaperch.org](http://seaperch.org).
- Mike McCartney is teaching a new *Medieval Studies* class and is excited to be able to expand MSSM's offerings in the Social Sciences. Mike is also facilitating a Society for Creative Anachronism visit to do a Renaissance Faire on April 2. He is also taking a group to see a Shakespeare & Co. production of *Twelfth Night* at UMPI and is hoping to take a small group of students to look at Shakespeare's First Folio in Portland during break.
- Larry Berz reports that the MSSM Astronomy Classroom and Astronomy Club continues towards the New Frontier introducing January and February 2016 installments of sidewalk astronomy hosted by the Caribou's Hannaford Supermarket. Student and faculty collaboration brings "Goliath" telescope and other instrumentation on site for public viewing of sky wonder - great opportunities for MSSM and MSSM Summer Camp outreach to a needy and STEM hungry public.

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## **Tom Henry Reagan, President**

### **Student Senate**

Students are looking forward to a much needed break as we approach the end of the so-called “Dark Ages” — the five-week stretch that traditionally follows Winter Vacation and rings in the not-quite-Spring Semester. Since the last Board of Trustees meeting, there have only been four weeks of classes, with another three spread between mid-terms and J-Term. This year’s J-Term offerings were especially memorable — students were able to participate in international trips to Japan and the Dominican Republic; a research trip to Jackson Laboratory; and on-campus courses ranging from Algebraic Topology to the aptly-named “Frickin’ Laser Beams” (a class centered around use of the Maker Space’s recently acquired laser cutter). Unfortunately, this also means that Student Senate has only met four times since the last Board of Trustees meeting. However, that doesn’t mean that there aren’t things to talk about.

In my last management report, I wrote extensively on the state of communications at MSSM. Our recently formed Special Actions Communications Committee (SACC) is still in the process of working with administrators (especially Mr. Shorty) to resolve systemic flaws in communications within the school. Once the committee sees the implementation of their proposals, including a communications flowchart and open access to some administrative materials, they will disband and focus their efforts elsewhere. The communications issue has been a frustrating one — despite our efforts over the past four months, very few changes have been made to communications practices and there are still outstanding issues from last semester yet to be resolved. It is our hope that this is merely a function of our irregular recent meeting patterns and that significant progress will be made as we transition from the J-Term mood and return to the normal semester routine. I would be happy to discuss the finer points and give examples relating to this topic if requested at the meeting, but I see no need to do so in this report.

Student Senate’s biggest focus since my last report has been reflection and progression. We have dedicated two of our past five meetings to critically reviewing our work and setting future goals for ourselves as an organization. We have set two major goals for the coming semester: to spend more money; and to increase student participation in school politics. At the time of writing, Student Senate has a general account balance of \$3,097.09, and a special projects account balance of \$2,484.62. Our large reserve has afforded us the ability to concentrate on holding ‘fun-raising’ events (fundraisers that break even rather than generating profit) in place of traditional fundraisers. It is Student Senate’s opinion that this money belongs to the students, and therefore should be spent on improving student life. This involves reaching out to students through the Dream BIG 3.0 Survey to discover the needs of the community. The Dream BIG Survey is a yearly survey, conducted by Student Senate’s Food’n’Fun Committee, which asks students to provide feedback on virtually all aspects of the MSSM experience. It is our primary data collection tool for making major spending decisions and learning about how we can best serve the student body. The Dream BIG Survey 3.0 is currently under construction with a scheduled release sometime in March. We recently conducted a Hot Cocoa Bar ‘fun-raiser’, which got excellent reviews from students but generated a \$5 net loss. Our Finances and Food’n’Fun Committees have just begun the initial phases of planning for our most popular annual fundraiser, LAN Party.

Our more idealistic goal is to increase the level of student involvement in school politics. This means that we would like to see both a higher level of public involvement in Student Senate, and a more active Senate. Student

Senate feels that in order for democratic institutions to function properly, there must be high public involvement. Last semester, our meetings were marked by notoriously low student attendance. Our anonymous suggestion box saw far less activity than in the previous two semesters. We are investigating various methods — including change of meeting time and place, higher publicity, food at meetings, student activities, and public forum meetings — to increase attendance and participation in our meetings. My personal favorite method is the development of a Student Senate website, headed by fourth-year senior Corin Rose and an *ad hoc* Website Committee. We are seeking the purchase of the domain *mssmss.org*. The website will feature a news-feed containing pertinent student information, along with links and pages which would congregate all current student resources for finding information about both the school and Student Senate. The website is currently in early development with an alpha launch planned for March. It is our hope that by increasing student involvement in Senate, we will also increase Senate's productivity. Some are concerned that we passed a significantly lower-than-average number of resolutions last semester. At the same time, we must also recognize that many of our pursuits this year have been more abstract than resolutions. These include our work with mental health, communications, and Senate conduct. Even with this taken into consideration, many Senators, including myself, feel that it will be necessary to dedicate more time to Student Senate this semester in order to see the completion of our goals.

Other current Student Senate projects include:

- exploring a suggested method for procuring student feedback on academics and classroom conduct
- working with the kitchen staff to continue to improve the quality of cafeteria food
- regaining the use of streaming music services after lights out
- exploring the possibility of on-campus car use for seniors in good standing
- restructuring the disciplinary policy to organize violations into a multi-tiered hierarchy of severity rather than the current major/minor violation system
- hosting engaging Student Senate meetings in new environments
- creating a system for maintaining cleanliness in communal dormitory spaces

I'm happy to say that this management report was much easier to write than the last one. There has been relatively smooth-sailing at MSSM since the Board last met, allowing Student Senate to focus less on fixing 'problems', and more on building improvements. We have been able to work in excellent cooperation with all parts of the MSSM community to recognize common goals — now it is time to meet those goals. Once the "Dark Ages" preceding February Break are past, I think that this will turn out to be Student Senate's most productive and inspired semester in years. This is my eighth and final semester at MSSM, and I am eager to think that it may be the best yet.

## **Barrie Brusila, President**

### **MSSM Parents' Association**

The MSSM PA will hold their spring semester meeting on Saturday March 12, which is Family Fun Day at school. Planned events include a classroom open house, bonfire, chili cook-off, outdoor sports, winter sports awards, music concert, and "Mr. Limestone" competition, sponsored by the LCS class of 2016.

The new Residential Life, Academics, and Athletics Advisory Committees are established and underway.

The second annual Cookie Caper was held on Saturday January 30. Seventeen parents, one aunt, one alumnus, and one alumnus parent helped, either by baking, providing supplies, or by coming to school to help bake the 225+ dozen cookies that were then distributed to every student, staff person, teacher, and administrator. Students helped bake and distribute the cookies. Special thanks go to Marian Reagan for her organizational skills and to Merry and Rick Bragg (of Gwen's Bakery) for preparatory planning and ordering.

Timeliness and responsiveness of communication from MSSM personnel to parents continues to be a concern for some parents. In part, this is due to most personnel being somewhat in a state of work overwhelm. We parents realize that Luke is working on improving communications school-wide, and we support him in this effort.

Parents continue to work with administration to plan for Graduation 2016. Several parents have expressed interest in participating in the upcoming strategic planning process for the school.

A very successful soiree was held the evening before the December Board meetings, with over 30 participants including Board of Trustees and Foundation Board members, faculty, staff, and parents. Thanks to Michelle Whitman for organizing the meal at the community school in East Holden. Parents are looking forward to the next soiree in Augusta on March 4.

As stated in my previous report, I continue to be encouraged by the steady increase in numbers of parents becoming more active in the MSSM community in a variety of ways.

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## Erich Hunter, CEO/President

### Foundation

#### **Bookkeeping & Finance:**

The Finance Committee of the MSSM Foundation has met multiple times this quarter to review our expenses and income, as well as look to our long-term financial well-being.

With the Greenhouse nearing completion, many large invoices came due this quarter and have depleted our available cash assets restricted for this purpose. The Foundation, working with Luke and the school have arranged for deferred payment on roughly \$6,000 in Greenhouse expenses to allow the Foundation to continue to operate in a fiscally responsible manner.

The increase in staff funding for this year has also had the expected impact on our operational cash flow. At their February meeting, the Finance Committee reviewed our current financial position and moved to deposit our 6-month CD into the general fund to allow operations to continue uninterrupted. The committee will continue to work with Erich and with Anne Perreault, our bookkeeper, to monitor expenses, revenue, and plan accordingly.

#### **Governance and Nomination Committee:**

The Governance and Nomination committee has met this month and is building an agenda for their work this spring. With input from Jerry Pieh and Erich, they will review the Foundation By-Laws, and make suggestions on ways to improve the nomination process for board members. They are currently reviewing three potential board members.

#### **Fundraising Committee Updates:**

**Fall Annual Appeal:** The Fall Appeal has raised \$22,590 in funds for the MSSM Foundation. This is a decrease from the 2014 Fall appeal (\$31,144), in which the Foundation was making a major effort to secure funds for the Greenhouse construction.

**Spring Appeal:** Due to lower Fall revenue, The MSSM Foundation has opted to move the Spring Appeal earlier, to help increase cash flow to support the rest of our operations for this year. This appeal will focus on Student Assistance as well as special projects like fume hoods needed in the Chemistry Labs. Erich has committed to getting this mailing published and sent out to potential donors by March 15<sup>th</sup>.

**Special Project Fundraising:** Working with MSSM Astronomy Club, Lil Costello (Class of 2015), and Larry Berz, the MSSM Foundation is conducting a short term fundraising drive to bring a retired NASA Astronaut to MSSM to speak to our students. Estimated costs are between \$3,000 and \$5,000. Erich expects to reach out to a select number of past donors as well as alumni working in aerospace to identify funding for this programming.

**Grant Outreach:** Erich has scheduled a meeting with Steve Rowe, at the Maine Community Foundation in early March to continue our relationship with their organization.

Outreach to the following organizations is currently under way:

- **Honda Foundation:** \$25,000 – Matching grant for Fume Hoods
  - Under final development
- **Sun Edison / Terra Nova Energy:** \$5,000 – Makerspace / Robotics
  - Under Development, Will submit later this spring.
- **Johnny Select Seeds:** \$1,000 – Greenhouse Support
  - Awaiting review by their team
- **Bangor Savings Bank Foundation:** \$10,000 – Greenhouse Support
  - Award status will be known by the end of February.
- **Solon Summerfield Foundation:** \$10,000 in Operational Support
  - Meeting set March 1 to educate local trustees on the school and our mission
- **AEDgrant.com:** \$1,518 – 2x Emergency Defibrillators
  - Submitted, Awaiting approval

**Corporate Outreach:** The fundraising committee has renewed their effort to find quality corporate supporters of our work. We have sent out a request to each Foundation board member for 3-5 contacts in their business networks that they would help contact. We are seeking to increase the number of meetings with thee corporate prospects throughout the rest of February and the Spring.

**Grant Committee Updates:**

The following grants have been approved and allocated by the Foundations’ grant committee this fiscal year (2015-16):

<b>Description</b>	<b>Fund</b>	<b>Amount</b>
MSSM Rocketry Club	Alumni Association	\$300
Quest Scholarship	Program Enhancement	\$227.34
First Year Student Lectures	Program Enhancement	\$500
Student Room and Board Scholarships	Student Assistance	\$13,000
Start-Up Support to the MSSM Swim Team	Program Enhancement	\$2,200
Attendance at the “Lives in the Balance Summit” for 2 Residential Life Staff	Professional Development	\$639.88
NCSSS Attendance for Jim Torruellas	Professional Development	\$1,034.00
Jackson Labs J-Term: Additional Supply Costs	Program Enhancement	\$1,500
MSSM Alumni Association December Event at GMRI	Alumni Association	\$1,300
	<b>TOTAL:</b>	<b>\$20,701.22</b>

The Grant Committee is currently reviewing a request from the Alumni Association for support of the 20-year reunion to be held June 10<sup>th</sup> at MSSM. The group has sent their comments and suggestions back to the Alumni for review, to ensure that their request meets the needs of the school and is a well thought out proposal. The two groups will workshop the request between now and their next meeting.

## Remaining Budgeted Funds:

MSSM Foundation Grants	Budgeted	Remaining
Restricted (Greenhouse)	\$157,000	\$51,012
Unrestricted	\$1,499	\$1,499
Program Enhancement	\$5,500	\$1,073
Student Assistance	\$15,000	\$2,000
Technology	\$0	\$0
Professional Development	\$3,000	\$1,794
Advertising	\$0	\$0
Summer Camp Scholarships	\$14,000	\$11,400
Public Relations and Outreach	\$0	\$0
<b>Total MSSM Foundation Grants</b>	<b>\$189,399</b>	<b>\$68,778</b>

## Parent's Association Report:

The Parents Association (PA) continues to be an integral partner in the MSSM Experience. During January, members of the PA spent a weekend on campus for their Second Annual Cookie Caper. During the event the parents baked thousands of cookies for our students and provided a hot chocolate bar.

The MSSM Parents Association is currently focusing their efforts on planning and preparation for this year's student prom.



As a more coordinated group, the Parents Association has come together to help our partner institute, the Francis Malcolm Science Center, raise some much needed support as they undergo changes in their operations this spring. With parent's support, the Center was able to secure a \$2,000 grant.

The MSSM Foundation is currently working with the Parent's Association to identify parent volunteers to join the Fundraising committee. This will help us continue to better integrate our efforts with theirs.

## Alumni Association Report:

The MSSM Alumni Association reports that they have selected their new officers for the next 2 years. Holly Hunter, Class of '98, has been elected to serve as President. Tony Allen, Class of '98, has retained the roll of Vice President.

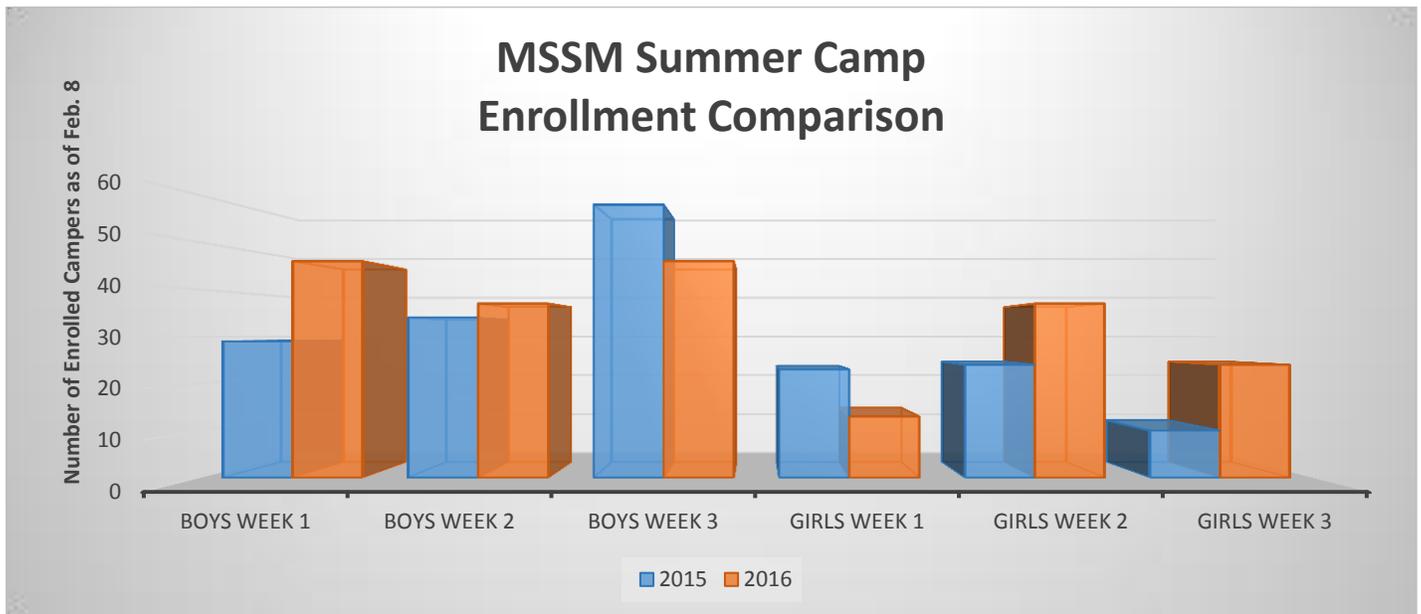
The 2015 End-of-Year Alumni event was very well attended. Between 60 and 75 alumni gathered at the Gulf of Maine Research Institute in Portland on December 26<sup>th</sup> for networking and received updates on the school from Luke. Representatives from all classes other than 2005 were present.

The Alumni Association has begun the planning necessary to host a 20-year reunion on campus this spring. On the weekend of June 10<sup>th</sup>, MSSM will see a variety of programming and celebration on campus as our graduates come home. The Alumni Association reports that over 150 graduates have responded so far that they will attend. With two more months to drive up attendance numbers, this event looks to be the largest group of our graduates ever to come together.

## Summer Program

**Enrollment:**

As of February 8, 2016, enrollment is at **203** campers. In comparison, at this same date last year, camp enrollment was 178 campers. Overall, these numbers put us 14% ahead of last year’s enrollment.



**Camp Advertising:**

With the new age of digital media, we opted to put more of our advertising dollars into web based target marketing campaigns. We have worked with Bangor Daily News to develop eye-catching ads and sponsored articles about subjects relating to summer camp. Of course, word-of-mouth, teacher recommendations, and brochures continue to be tried and true methods of advertising as well. MSSM Summer Camp information will appear in Camp Guides throughout the state of Maine beginning in late February. In addition, we are scheduled to attend three camp fairs in March located in Bangor, Orono and Portland.

We are currently developing a marketing strategy to reach all 10-14 year old students in Aroostook County. Lack of awareness of the details of our camp, specifically the Day Camp option and Financial Aid availability, are contributing factors to the historically low attendance of local students.

**This is what your child could be doing this summer!**

- Rocket Building
- Real Life CSI
- Animal Medicine
- Chemistry
- Engineering Explorations
- Computer Programming & Robotics
- & more!

98% of camp families indicated they would recommend camp to others!

Register Now For Summer 2016!

Increasing the enrollment in our girls' weeks of camp is a big focus for this year's marketing. We have contacted several organizations across the state that have a vested interest in girls. A few that we are moving forward with plans to send posters, brochures and web links/ads are Hardy Girls Healthy Women, Girls On the Run, University of Maine's Women Resource Center, Maine-ly Girls and AAUW.

**Sponsorship Request:**

The MSSM Summer Camp will be sending out sponsorship requests to nearly 300 businesses for the 2016 summer camp in early March. Contributions can range from t-shirt sponsorships, student scholarships, or even week-long course sponsorships.

**Educators' Camp:**

Our 5<sup>th</sup> annual STEM Educators' Camp is scheduled to take place on the MSSM campus from August 7-12th. We are aiming to have some focus groups during this year's camp to help us make a determination on the direction the camp should take in future years. The hope is to prepare a new strategy on how to implement this camp in order to provide the maximum benefit to the teachers of Maine.

## Section

# 9 College Counseling

## Erica Jortberg College Counseling

The college application season is quickly coming to a close and students are now experiencing the difficult “waiting season” as many decisions will not be released until mid-March. Four students applied early decision, which is a binding agreement if admitted and three of four of those students received admission offers. Several other students applied early action and those results are shown on the attached report. I am currently working with the juniors in junior seminar, starting the college search and application process all over again. It is always exciting to get a pulse on what the students are interested in and where they set their sights for life after MSSM.

**Department of Education 11th Grade Assessments:** In 2016, the State of Maine has elected to use the SAT as their assessment for 11th grade students. This will take the form of a “School Day SAT” and will be funded by the state. All 11th grade students will take the SAT with writing on Tuesday, April 12. This provides an additional window of testing for students as the SAT is not offered in the month of April. The MEA science exam will also take place toward the end of April, though I do not have specific dates at this time. The science exam will be administered during junior seminar time.

**Advanced Placement Exams:** Students have registered for AP exams via a school Google Form. Over 150 exams will be ordered in March and the administration of AP’s begins on May 2. All students who are enrolled in an AP class are required to take the exam and students are welcome to sit for exams in which a class is not offered at MSSM.

### Outreach

On December 9, MSSM hosted a decision day with the University of Maine in which students were able to sit with an admissions representative and receive an admission decision as well as the amount of merit aid for which they were eligible. Thirty two students from Limestone Community School, Van Buren High School, Fort Fairfield High School and MSSM participated in this successful event and I anticipate a similar event in December of 2016.

SAT/ACT: MSSM administered the “old” SAT for the last time on January 23, serving both MSSM students and students from neighboring schools. On March 5, the newly revised SAT

makes its debut and we will again be a test center. On April 9, we will be an open center for the ACT.

I was invited to and will be participating in an exciting college visitation program in the Baltimore area from April 3-7. I, along with counselors from all over the country will have the opportunity to visit and learn about eleven different schools and visit with their admissions representatives. This tour is funded by the participating colleges and universities.

Attached: Summary Data Report\* (see below)

Includes student reported data

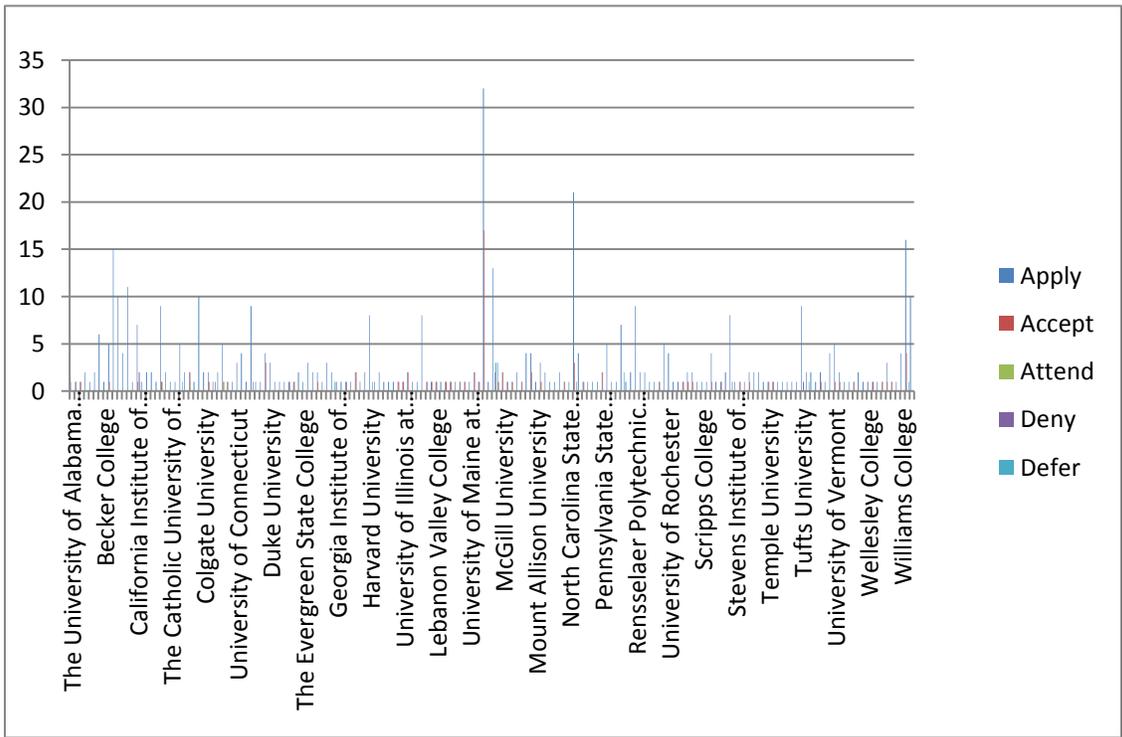
College	Apply	Accept	Attend	Deny	Defer
The University of Alabama at Birmingham	1	0	0	0	0
Alaska Pacific University	1	1	0	0	0
Allegheny College	1	1	0	0	0
Amherst College	2	0	0	0	0
Assumption College	1	0	0	0	0
College of the Atlantic	2	0	0	0	0
Bates College	6	0	0	0	0
Becker College	1	0	0	0	0
Boston College	5	1	0	0	0
Boston University	15	0	0	0	0
Bowdoin College	10	0	0	0	0
Brandeis University	4	0	0	0	0
Brown University	11	0	0	0	0
Butler University	1	0	0	0	0
California Institute of Technology	7	1	0	2	1
University of California, Berkeley	1	0	0	0	0
University of California, Davis	2	0	0	0	0
University of California, Los Angeles	2	0	0	0	0
Carleton College	1	0	0	0	0
Carnegie Mellon University	9	1	1	0	0
Case Western Reserve University	2	0	0	0	0
The Catholic University of America	1	0	0	0	0
Champlain College	1	0	0	0	0
University of Chicago	5	0	0	0	1
Clark University	2	0	0	0	0
Clarkson University	2	2	1	0	0
Clemson University	1	0	0	0	0
Colby College	10	0	0	0	0
Colgate University	2	0	0	0	0
University of Colorado at Boulder	2	1	0	0	0
Colorado College	1	0	0	1	0
Colorado School of Mines	2	0	0	0	0
Columbia University	5	1	1	0	0
Concord University	1	1	0	0	0
Connecticut College	1	0	0	0	0

University of Connecticut	3	0	0	0	0
Cornell University	4	0	0	0	0
Curry College	1	0	0	0	0
Dartmouth College	9	0	0	1	0
Davidson College	1	0	0	0	0
Design Academy Eindhoven	1	0	0	0	0
Drexel University	4	3	0	0	0
Duke University	3	0	0	0	0
Earlham College	1	0	0	0	0
Eckerd College	1	0	0	0	0
Eindhoven University of Technology	1	0	0	0	0
Elizabethtown College	1	1	0	0	0
Elon University	1	1	0	0	0
Emory University	2	0	0	0	0
The Evergreen State College	1	0	0	0	0
Florida Institute of Technology	3	0	0	0	0
Fordham University - Lincoln Center Campus/Rose Hill Campus	2	0	0	0	0
Franciscan University of Steubenville	2	1	0	0	0
Franklin W. Olin College of Engineering	1	0	0	0	0
The George Washington University	3	0	0	0	0
Georgetown University	2	0	0	0	1
Georgia Institute of Technology	1	0	0	0	0
Gettysburg College	1	0	0	0	0
Gordon College	1	1	0	0	0
Goucher College	1	0	0	0	0
Green Mountain College	2	2	0	0	0
Hamilton College - NY	1	0	0	0	0
Hampshire College	2	0	0	0	0
Harvard University	8	0	0	0	1
Harvey Mudd College	1	0	0	0	0
Haverford College	2	0	0	0	0
Hawaii Pacific University	1	0	0	0	0
Hofstra University	1	0	0	0	0
Husson University	1	0	0	0	0
University of Illinois at Chicago	1	1	0	0	0
University of Illinois at Urbana-Champaign	1	1	0	0	0
Illinois Institute of Technology	2	2	0	0	0
Ithaca College	1	0	0	0	0
James Madison University	1	0	0	0	0
Johns Hopkins University	8	0	0	0	0
Juniata College	1	1	0	0	0
Kettering University	1	1	0	0	0
Lebanon Valley College	1	1	0	0	0
Lehigh University	1	0	0	0	0

Lewis & Clark College	1	1	0	0	0
Loyola University Maryland	1	1	0	0	0
Loyola University New Orleans	1	0	0	0	0
University of Maine at Farmington	1	1	0	0	0
University of Maine at Fort Kent	1	1	0	0	0
University of Maine at Machias	1	0	0	0	0
University of Maine at Presque Isle	2	2	0	0	0
Maine Maritime Academy	1	1	0	0	0
University of Maine	32	17	0	0	0
Marlboro College	1	0	0	0	0
Massachusetts Institute of Technology	13	0	0	2	3
University of Massachusetts, Amherst	3	1	0	0	0
McGill University	2	2	0	0	0
Merrimack College	1	1	0	0	0
Miami University, Oxford	1	1	0	0	0
Michigan State University	2	0	0	0	0
University of Michigan	1	1	0	0	0
Middlebury College	4	0	0	0	0
Moravian College	4	2	0	0	0
Mount Allison University	1	0	0	0	0
University of New England	3	1	0	0	0
University of New Hampshire at Durham	2	0	0	0	0
University of New Haven	1	0	0	0	0
New Mexico State University	1	0	0	0	0
New York University	2	0	0	0	0
Newbury College	1	1	0	0	0
North Carolina State University	1	0	0	0	0
Northeastern University	21	3	0	0	1
Northwestern University	4	0	0	0	0
Notre Dame of Maryland University	1	1	0	0	0
University of Notre Dame	1	0	0	0	0
Nova Southeastern University	1	0	0	0	0
Occidental College	1	0	0	0	0
Pennsylvania State University - All Campuses	2	2	0	0	0
University of Pennsylvania	5	0	0	0	0
Pomona College	1	0	0	0	0
Prince Edward Island, University of	1	0	0	0	0
Princeton University	7	0	0	0	2
Purdue University	1	0	0	0	0
Reed College	2	0	0	0	0
Rensselaer Polytechnic Institute	9	0	0	0	0
Rhode Island School of Design	2	0	0	0	0
University of Rhode Island	2	0	0	0	0
Rice University	1	0	0	0	0
University of Richmond	1	0	0	0	0

Roberts Wesleyan College	1	1	0	0	0
Rochester Institute of Technology	5	0	0	0	0
University of Rochester	4	0	0	0	0
Roger Williams University	1	0	0	0	0
Saint Anselm College	1	0	0	0	0
Saint Joseph's College-ME	1	1	0	0	0
Saint Michael's College	2	1	0	0	0
Salisbury University	2	1	0	0	0
Sarah Lawrence College	1	0	0	0	0
Scripps College	1	0	0	0	0
Simmons College	1	0	0	0	0
University of Southern California	4	1	0	0	0
University of Southern Maine	1	0	0	0	0
St. John's University - Queens Campus	1	1	0	0	0
St. Lawrence University	2	0	0	0	0
Stanford University	8	0	0	1	0
Stevens Institute of Technology	1	0	0	0	0
Stevenson University	1	1	0	0	0
Stonehill College	1	0	0	0	0
Suffolk University	2	1	0	0	0
SUNY College of Environmental Science and Forestry	2	0	0	0	0
Swarthmore College	2	0	0	0	0
Syracuse University	1	0	0	0	0
Temple University	1	1	0	0	0
University of Tennessee, Knoxville	1	1	0	0	0
THE GLASGOW SCHOOL OF ART	1	0	0	0	0
The Ohio State University	1	0	0	0	0
Thomas Aquinas College	1	0	0	0	0
University of Toronto Undergraduate Only	1	0	0	0	0
Trinity College	1	0	0	0	0
Tufts University	9	0	0	1	0
Tulane University	2	0	0	0	1
Union College	2	0	0	0	0
United States Air Force Academy	1	0	0	0	0
Unity College	2	1	0	0	0
Ursinus College	1	0	0	0	0
Vanderbilt University	4	0	0	0	0
University of Vermont	5	1	0	0	0
University of Virginia	2	1	0	0	0
Wake Forest University	1	0	0	0	0
Washington and Lee University	1	0	0	0	0
Washington College	1	1	0	0	0
Washington University in St. Louis	2	0	0	0	0
University of Washington	1	0	0	0	0
Wellesley College	1	0	0	0	0

Wentworth Institute of Technology	1	1	0	0	0
Western State Colorado University	1	0	0	0	0
Western Washington University	1	1	0	0	0
Wheaton College MA	3	1	0	0	0
Wheelock College	1	1	0	0	0
Whitman College	1	0	0	0	0
Williams College	4	0	0	0	0
Worcester Polytechnic Institute	16	4	0	0	1
Yale University	10	0	0	0	0



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**Michael G. Lambert**  
**Chief Operating Officer****I. Facilities**

For the most part, we try to get through the winter months without any major issues – so far so good! The weather has been a bit warmer year-to-date than normal and we haven't had any issues with heating the plant. The new tractor we purchased has been doing a great job clearing what snow we have had. We've been able to clear walkways in minutes instead of hours using a walk-behind snow blower. It also has saved a huge amount of time cleaning snow in the parking areas and Trafton Drive. It is especially easy cleaning around the Manor which has very little space to store the snow.

We had some issues with the heating system on A-wing for years. The end rooms were chronically cold because the rooms outside faced north and west and didn't have sufficient baseboard heater. We were able to add some additional heaters and I haven't heard a single complaint.

**II. Information Technology**

The IT Department has been actively upgrading several systems. We lost a switch in late fall which has been replaced and we've upgraded our UPS' to better support the system and allow a controlled shut down in the event of a power outage. Our educational laptops (the ones we issue teachers) are starting to show some age (they are now about 5 years old) due to normal wear and tear. Attached you will find our internet usage information for January.

**III. Finance and Budget**

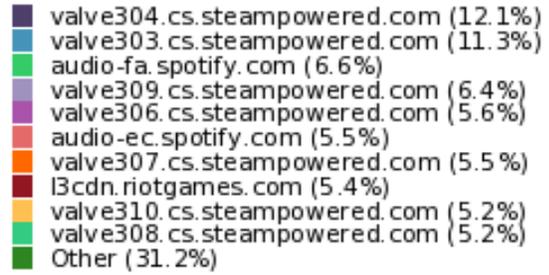
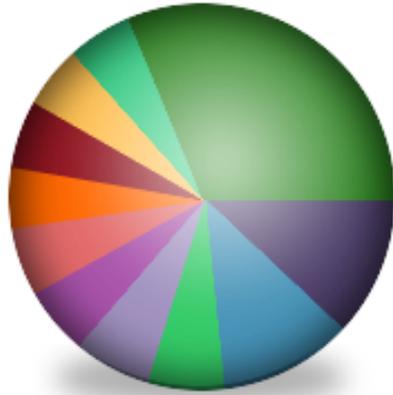
As of December (the last month we have "closed") everything appears in order for the year-to-date. You will notice a large spike in the rate of expenditures which is a result of the December payments which came due for the new dorm furniture and the tractor. Expense rates should return to normal for January and February.

I was hoping to have a draft budget ready for the Board this month. As yet, the appropriations for Education have not come to the floor of the Legislature. Call me cautious, I don't like making up only half a budget. (Remember we budget revenue as well as expenses to get a balanced budget). As I write this report (2/11), our expectations are:

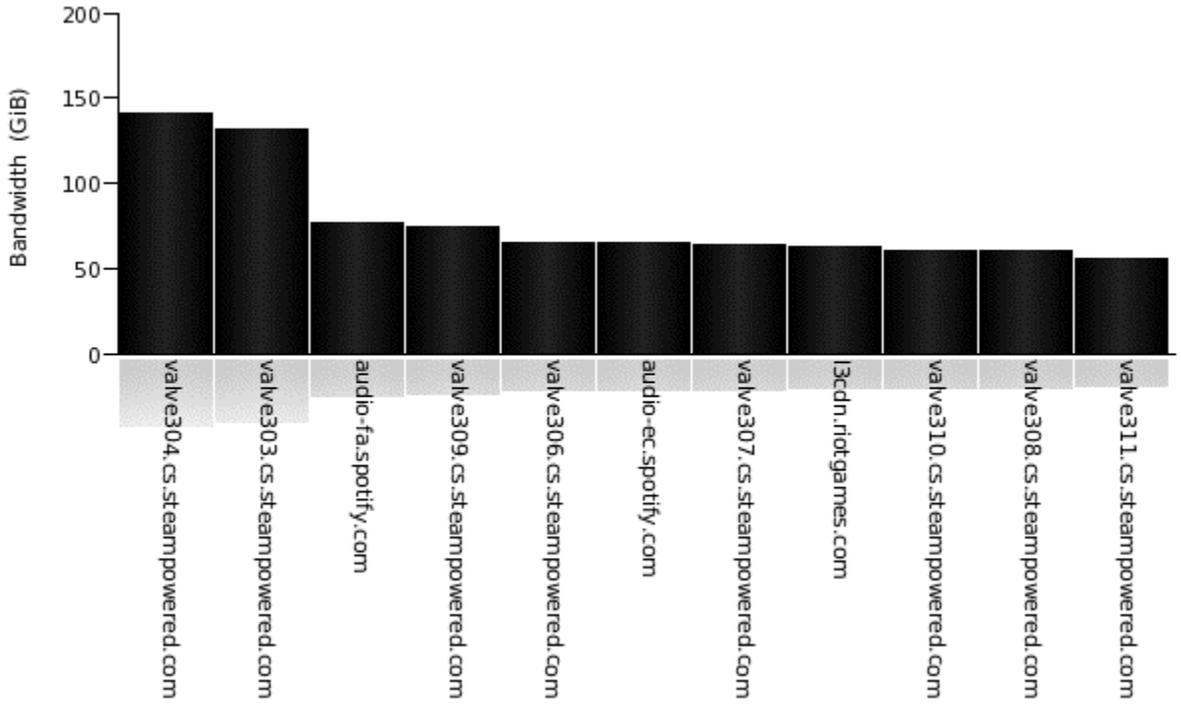
a) We will see increases in the following:

- i. Debt Service (furniture & tractor)
  - ii. Medical insurance (no idea how much this will increase yet)
  - iii. Wages (result of new salary/wage programs we instituted this year plus new positions)
  - iv. Workers' Compensation (indexed to wages but our experience factor should drop)
  - v. Unemployment Insurance (indexed to wages)
  - vi. Retirement/Medicare (indexed to wages)
  - vii. Transportation (van replacement, athletic programs, etc.)
  - viii. Capital investment (equipment)
  - ix. Financial Aid (increased enrollment)
- b) I'm hoping we can hold the line to the inflation rate for:
- i. Most supplies
  - ii. Electrical costs
  - iii. Water & Sewer costs
  - iv. Food costs
  - v. General expenses
  - vi. Telecommunication
- c) I'm guardedly optimistic that we will see reductions in energy costs for heating based on new pricing.

Room and board charges will, of necessity, increase. Some of the increase is attributed to increased debt service. Although I'm not prepared to say for sure, I do know that the furniture added about \$300 per student, the tractor about \$40 per student and we have to deal with debt from prior years which should be amortized over a period yet to be determined (probably around 5 years).



	Domain	Bandwidth (GiB)
1	<a href="http://valve304.cs.steampowered.com">valve304.cs.steampowered.com</a>	140.78
2	<a href="http://valve303.cs.steampowered.com">valve303.cs.steampowered.com</a>	131.45
3	<a href="http://audio-fa.spotify.com">audio-fa.spotify.com</a>	76.89
4	<a href="http://valve309.cs.steampowered.com">valve309.cs.steampowered.com</a>	73.99
5	<a href="http://valve306.cs.steampowered.com">valve306.cs.steampowered.com</a>	64.96
6	<a href="http://audio-ec.spotify.com">audio-ec.spotify.com</a>	64.45
7	<a href="http://valve307.cs.steampowered.com">valve307.cs.steampowered.com</a>	63.70
8	<a href="http://l3cdn.riotgames.com">l3cdn.riotgames.com</a>	62.81
9	<a href="http://valve310.cs.steampowered.com">valve310.cs.steampowered.com</a>	60.54
10	<a href="http://valve308.cs.steampowered.com">valve308.cs.steampowered.com</a>	60.21
11	<a href="http://valve311.cs.steampowered.com">valve311.cs.steampowered.com</a>	55.43
12	<a href="http://dlassets2.xboxlive.com">dlassets2.xboxlive.com</a>	52.71
13	<a href="http://valve195.cs.steampowered.com">valve195.cs.steampowered.com</a>	50.05
14	<a href="http://valve154.cs.steampowered.com">valve154.cs.steampowered.com</a>	39.98
15	<a href="http://valve230.cs.steampowered.com">valve230.cs.steampowered.com</a>	38.81
16	<a href="http://dlassets.xboxlive.com">dlassets.xboxlive.com</a>	32.49
17	<a href="http://audio-sp-ash.spotify.com">audio-sp-ash.spotify.com</a>	25.90
18	<a href="http://download.skype.com">download.skype.com</a>	23.73
19	<a href="http://valve601.cs.steampowered.com">valve601.cs.steampowered.com</a>	21.95
20	<a href="http://pls.patch.station.sony.com">pls.patch.station.sony.com</a>	21.83



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**Luke C. Shorty**  
**Executive Director**

Accompanying this board meeting you will find in your board materials the first ever MSSM Board Dashboard. It should be a useful tool in giving board members a quick synopsis of the state of the different aspects of MSSM through the use of charts and graphs. In this first version you will be able to see the state of student performance and academic standing, current enrollment numbers, number of residential staff, their years' experience, the trends of the college application process, the enrollment trends, and demographics of the student body and summer camp, and a snapshot of the financial state of the institution. It is my hope to get feedback from the board on the usefulness of this dashboard so that I may continue to improve this tool and its use to the board and the institute.

This board meeting represents the kick off of a new strategic planning process and will be kicked off with a panel of speakers who will help inform the board of the current educational landscape in the lens of STEM. In working closely with the Board's Chair, Vice-Chair, and Executive Committee I feel that a strong process is going to be implemented that will allow multiple constituencies to be heard and to have a say in what MSSM's plans for the next five years will look like both in our role on the campus of Limestone and our place in the State landscape of Education. Some of the pressing issues that I am hopeful the board will answer after this process will be the ultimate size of the school and the student body demographic, the nature of outreach programming, and MSSM's impact on the state educational landscape.

In the restructuring of the Administrative aspects of the school, MSSM has developed two distinct administrative teams, an internal team consisting of the Dean of Faculty and Dean of Students, and an external team consisting of the Dean of Enrollment Management, Director of Summer Programs, College Counselor, and President/CEO of the MSSM Foundation. In order to help facilitate communication between these two teams I have implemented an expectation that each member of the external team attend at least one faculty and residential staff meeting a month, and have increased the number of full administrative team meetings from biweekly to weekly in order to keep the work of both teams in sync with each other.