

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

Meeting Minutes
September 30, 2017
Maine School of Science and Mathematics
Limestone, Maine

Board members present were: T. Bolen, D. Eustis-Grandy, D. Ferguson, S. Gilley, J. Herweh, J. Judd, D. King, J. Pieh, L. Renick-Butera, R. Rice, L. Shorty and C. Wray.

Honorary Board of Trustee present: D. Haines.

Officer of the Board present: M. Lambert, Treasurer

Absent were: M. Albert, J. Allen, M. Anderson, C. deLutio, and F. Woodman. Dr. Specht has officially submitted his resignation to the BoT Chair.

Administrators and Staff present were: D. McGann, A. Whittemore, M. Beckum, C. Berube, D.Melega, and G. Hamlin.

Others present in the room: T. Gilley, D. Gordon, A. Haines, J. Pike, K. Pike, and M. Reagan.

- I. The meeting was called to order at 10:00am by Chair, J. Judd

Introductions of Board Members and guests

J. Judd announced that Walter Specht will be resigning from the Board. Dr. Specht has been a great asset to the Board, a champion of MSSM, and we wish him the best.

The Board recessed at 10:08am for committee meetings and returned to regular session at 11:36am.

- II. Discussion Items

- a. Executive Director Committee Search – Chair of the Committee, R. Rice, provided an update on the Executive Director Search. A consultant firm, Educators' Collaborative (EC), has been hired to coordinate the search. Doug Cummings from EC was onsite to gather valuable insights from students, faculty, staff with a job description/leadership profile forthcoming soon to be approved by the Search Committee. He discussed a proposed timeline for the entire search with culminating in a final recommendation for hire in February 2018.

J. Pieh requested to recognize L. Shorty for his accomplishments as Executive Director and thank him for his service to the organization.

J. Judd urged all present to actively support the mission of the search committee.

- b. Facilities Update – L. Shorty updated the Board on Facilities concerns. The electrician is expected to be here next week to make necessary safety changes for

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lighting sensors in our labs and hallways. Currently, our chemical hygiene officer is working closely with the plumber to try one last effort to “clean” the existing eyewash pumps and pipes of build-up from the old hot water tank. October 6 is the cutoff date for determining if the cleaning has been successful, otherwise a complete replacement of the pumps and necessary pipes will take place. There have been no working chemistry labs since October 2016. There was further discussion regarding our current contract with RSU 39 for our use of the academic building.

The Board took a brief recess at 12:40pm for lunch and reconvened at 1:05pm.

- c. Strategic “Vision” Update - L. Shorty provided an update on the Strategic Plan and recommended a name change to the Strategic Vision. The explanation for the change is that it is a living document that details “the what” and not “the how” of the future for MSSM. Recognition was given to E. Jortberg, M. McCartney, C. Berube and E. Reuthe for their assistance with the draft process.

Scott Gilley added that Student Senate may be able to provide support for measuring some of the benchmarks laid out in the strategic vision.

On a motion by D. King and seconded by C. Wray, the Board of Trustees unanimously voted to accept the Strategic Vision.

III. Reports

- a. Faculty – D. Eustis Grandy added to Faculty report that it has been a good start to the school year.
- b. Student Senate – S. Gilley highlighted the Student Senate report and mentioned that student morale is very good.
- c. Parents Association – T. Gilley mentioned that the Parents Association will be working to do more for graduation this year. He also noted that the Parents Association will need new leadership next year as the MSSM Parents’ Association executive committee is entirely made up of senior parents this year.
- d. Foundation – L. Shorty reported for D. Baston - Foundation Chair. The Foundation has dedicated \$34k for student scholarships for next year. This past year, the Foundation raised \$160k, 2nd highest in five years. David Haines was recognized for his years of service to the Foundation.

IV. Consent Agenda

- a. Let the record show that the minutes from March 2017 state that the management report was accepted. This should read the consent agenda was accepted. The consent agenda includes the minutes from the December 2016 meeting as well as the management report.
- b. On a motion by D. King and seconded by S. Gilley, the Board of Trustees unanimously voted to accept the September 2017 Consent Agenda, which includes the minutes from the June 2017 meeting. It also includes a spelling correction “Premion in lieu of Premium” in the Admissions Management Report

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- V. Public Comment
 - a. A. Haines commented on the change of board meeting time and ensuring that any future changes were communicated clearly.
 - b. T. Gilley recognized Ryan McDonald for his good work with public relations

- VI. Action Agenda
 - a. Advancement
 - i. Marketing and Branding for the school has seen good results.
 - ii. Admissions concerns with the student level considering last year's small applicant pool and this year's large graduating class
 - iii. Summer Camp Director opening – Would it be beneficial to put summer camp under enrollment management?
 - b. Governance
 - i. 2nd reading of policy GBI – Staff Gifts and Solicitations
D. King moved to accept policy GBI – Staff Gifts and Solicitations, seconded by J. Pieh and voted unanimously.
 - ii. New Trustee Orientation was very well done
 - iii. Set meeting dates as 4th Wednesday of each month
 - iv. Nominations for Trustees – currently there are two open seats.
Governance will receive recommendations through past and present trustees. These recommendations will include name, contact information and a short statement on why these individuals would be good for MSSM as a Trustee.
 - c. Finance & Facilities
 - i. Annual Audit was just completed and an additional audit for July & August will take place to cover the transition from M. Lambert to M. Beckum.
 - ii. Besides the eyewashes, current facilities projects include dorm hall way, wall/roof, stairs from dorm to academic building, and railings on 2nd level of learning center.
 - iii. David Haines made a public acknowledgement of his appreciation for the sound financials provided by the Business Office under the direction of M. Lambert and M. Beckum.
 - d. Program
 - i. There was a brief discussion on the long-term effects of no functioning eyewashes on our chemistry courses.
 - ii. Morale in Dorm – Residential Life will continue to monitor as winter approaches, primarily for mental health concerns.
 - iii. Additional space in academic building is still unknown given the uncertainty of the future of RSU 39 relationship
 - iv. Each program committee meeting will revisit benchmarks to continually measure progress of the new Strategic Vision
 - v. Fall sports teams (cross country and soccer) are doing well!
 - vi. J. Pike started a broader discussion on his positive thoughts regarding MSSM hosting a First LEGO League event.

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VII. Adjourn

D. King moved that the Board of Trustees adjourn the September 30 meeting, seconded by D. Ferguson and voted unanimously. The meeting was adjourned at 2:55pm.

The next Board meeting will be December 2, 2017 in Orono.

Respectfully submitted,



Luke C. Shorty, Clerk
Board of Trustees

Approved: December 2, 2017