

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

Meeting Minutes

March 11, 2017

Maine School of Science and Mathematics

B101 – Limestone Maine

Board members present were: M. Albert, K. deLutio, D. Eustis-Grandy, D. Ferguson, S. Gilley, D. Gordon, J. Johnston, J. Judd, Chair; D. King, J. Pieh, L. Shorty, Clerk; W. Specht and C. Wray.

Honorary member present: D. Haines.

Officer of the Board present: M. Lambert, Treasurer.

Absent were: Delegate from Commissioner of Education and F. Woodman.

Administrators present: M. Grillo, D. McGann and A. Whittemore.

Others present in room –

- I. The meeting was called to order at 9:02 am by Chair, J. Judd, with introductions following.

A motion was made by C. Wray to enter into executive session and seconded by D. Ferguson pursuant to Title 1 § 405(6)(E) to discuss recent consultations with the School's counsel. Motion was passed unanimously. Entered session at 9:04 am. Returned to plenary session at 9:06 am. No action was taken on the matter discussed.

At 9:06 am, J. Judd called a recess for Board committees to meet. At 10:00 am, the Chair reconvened the meeting.

- II. Reports

- a. Faculty - D. Eustis-Grandy, Faculty Representative presented the Faculty Report.
- b. Student Senate - S. Gilley, Student Representative presented the Student Senate Report.
- c. MSSM Parents' Association – T. Gilley, President delivered the MSSM Parents' Association report.
- d. Foundation – L. Shorty as secretary of the Board of Directors updated the Trustees on the status of the Foundation.

- III. Consent Agenda

The management report was reviewed with specific discussion concerning financial road map for Strategic Plan, Policies/Procedures codification, facilities, public relations, marketing, internet service and number of freshmen enrolled at MSSM. On a motion by D. Gordon with a second by W. Specht, the Board voted unanimously to accept the management report as presented.

- IV. Public Comment

L. Shorty shared the recent passing of Mr. Stan Marshall who was a Board member in the early years of MSSM and a generous benefactor to the School.

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

L. Berz thanked the Board for their support of the Rocketry Club and invited the Board to the next launch after graduation on May 27, 2017.

V. Action Agenda

- a. Advancement – D. Ferguson presented reported on the Advancement Committee meeting notes. A discussion ensued on action on an item concerning the funding pending before the Legislature.
- b. Governance – D. Gordon brought up for second reading the following policies:

IKAB – Grade Reporting

D. Ferguson moved to approve IKAB – Grade Reporting for 2nd reading, seconded by K. deLutio and the motion was passed unanimously.

IKE – Promotion, Retention, Acceleration of Students

K. deLutio moved to approve IKE-Promotion, Retention, and Acceleration of Students policy for 2nd reading, seconded by D. King. The motion was defeated unanimously thus the policy was not approved for second reading.

ILA – Student Assessment

C. Wray moved to approve ILA – Student Assessment policy for 2nd reading, seconded by J. Pieh and it was unanimously voted to take NO action on this motion.

ILD – Student Submission to Surveys, Analyses or Evaluation

C. Wray moved to approve ILD – Student Submission to Surveys, Analyses or Evaluation policy for 2nd reading, seconded by K. deLutio and voted unanimously.

GBI – Staff Gifts and Solicitations

The Board of Trustees requested better definition and remanded this policy to the committee for additional work. This policy was not approved for 1st reading.

L. Shorty brought the Board of Trustees up to date concerning feedback from the Governor’s Office on prospective nominees for vacant board seats. The Governor’s Office has requested additional nominees for consideration.

L. Shorty reported that a copy of the Board of Trustees Orientation 3-ring binder used was available and will need to be updated as we are expecting a number of new appointments in the near future.

- c. Finance and Facilities – D. King gave a brief report on the finances of the school; the financial reports were reviewed. We are currently expecting to end the year with a slight balance in spite of unexpected expenses. L. Shorty updated the Board of Trustees concerning the FY’18 budget development process. L. Shorty reported that the Maine Department of Labor has reduced its fine to \$244 for the non-compliance items in their September inspection. All items have been remediated.
- d. Program – C. Wray reported on the Program Committee meeting. Points presented included student data, assessment and academic support as well as the methodology of the Program Review guidelines, College partnerships with the University of Maine system and NEASC accreditation.

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

J. Pieh moved, seconded by W. Specht to express the Board's sentiments in appreciation of the work committees and their Chairs have accomplished. The motion passed unanimously.

C. Wray moved, seconded by W. Specht to enter into executive session pursuant to Title 1 §405(6)(C) to discuss the School's property interests. M. Lambert requested to attend this session. The motion was voted unanimously and the Board of Trustees entered into session at 12:15 pm. The Board of Trustees returned to plenary session at 12:41 pm with no further action taken.

VI. D. Gordon moved to adjourn the March 11 meeting, seconded by W. Specht and voted unanimously. The meeting was adjourned at 12:42 pm.

Respectfully submitted,

Luke C. Shorty, Clerk
MSSM Board of Trustees