

**MSSM Board of Trustee
Meeting Minutes
May 27, 2016
Maine School of Science and Mathematics
Limestone, ME**

Board members present were: J. Judd, BOT Chair; C. deLutio, Vice-Chair (via phone); D. Ferguson, TH Reagan, C. Kesselheim, D. Eustis-Grandy, D. Gordon, J. Pieh, W. Specht, C. Voyer, J. Johnston, L. Shorty, BOT Clerk.

Board of Trustees Officers present: M. Lambert, Treasurer.

Absent were: D. King, R. Lyons, F. Woodman, S. Lowry, and Delegate from Commissioner of Education Office.

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

- I. The meeting was called to order at 11:02 am by Chair, Jason Judd with introductions following. Jason Judd, Board Chair welcomed Dr. Jason Johnston to the MSSM Board. Jason is Dean of College of Arts, Sciences, Biology, Environmental Science and Sustainability at the University of Maine in Presque Isle as well as Associate Professor of Wildlife Ecology. He is the appointed representative for the Chancellor, University of Maine System.

Luke Shorty, Clerk noted that a quorum was present.

The meeting was recessed at 11:15 am for committee meetings and lunch.

The meeting reconvened at 1:14 pm.

Luke Shorty discussed the strategic planning process and gave the Board its progress to date. The next major step is a meeting with the faculty cohort on Tuesday, May 31.

- II. Reports

- a. Faculty

Deb Eustis-Grandy updated the Board on recruiting for the 2016-2017 school year. With the hiring of Ms. Hyosun (Sunny) Hong as Spanish Instructor all positions have been filled.

She also noted that Mr. McCartney had been named the Aroostook County Teacher of the Year.

- b. Student Senate

TomHenry Reagan discussed the changes in communication with the Administration as well as student involvement in the strategic planning process and ongoing concerns for school growth and changes.

TomHenry introduced the new Student Senate Officers:

Scott Gilley, President-Elect
Nathaniel Ferguson, Vice-President Elect
Henry Terhune, Secretary-Elect
Tobyn Blatt, Treasurer-Elect
Charlotte McCulloh, Historian-Elect

- c. MSSM Parents' Association
Barrie Brusila discussed parent involvement, student banquet and reception. Jason Judd thanked Barrie for her work as President of the MSSM Parents' Association.
- d. Foundation
Jerry Pieh, MSSM Foundation Board Chair, discussed setting goals and meeting them. He feels that the Foundation has met most of its goals this year. The Foundation Board of Directors will meet Saturday, May 28 at 12:30 pm (after MSSM graduation).

III. Consent Agenda

- 1. On a motion by TomHenry Reagan and seconded by Jerry Pieh, the Board of Trustees voted to accept the Management Report as submitted by a unanimous vote.
- 2. Dale Gordon moved and Walter Specht seconded the motion to approve the minutes of the March 5, 2016 meeting held in Augusta. The vote was: AYE; Michelle Albert, David Ferguson, Jason Judd, TomHenry Reagan, Walter Specht, Dale Gordon, Craig Kesselheim, Jerry Pieh and Christine Voyer. Nays: none. Abstention: Jason Johnston. The motion was carried.

IV. Public Comment

- 1. Matthew Grillo discussed student involvement and the need to codify this issue.
- 2. Mike McCartney spoke in support of Matt's point.
- 3. Allison Johnson thanked the Board and Administration for support in having our MSSM Track & Field team this year.
- 4. Alan Whittemore spoke of a possible tennis program in the future.
- 5. Cynthia Berube thanked the Board and the Foundation for their support while she pursues her Master's Degree.

V. Action Agenda

A. Finance Committee:

Dr. Specht, Acting Chair, discussed the FY 2017 Budget process. Discussion of scheduling a budget workshop, tutorial (voice over) and notes and highlights included in final budget presentation. A Special Board meeting will be held in June to approve budget. The monthly financial statement for April was reviewed with the Board.

B. Advancement:

General discussion took place on Foundation. It was noted that the 20th anniversary of the school would be celebrated June 10 & 11. We are expecting 250+ alumni and others on the MSSM campus.

Summer programs were discussed. STEM Educators' Week enrollment is down and we are assessing its future role and need.

C. Program Review:

Craig Kesselheim and Christine Voyer applauded the Science and Residential Life departments for their trailblazing work in Program Review.

The Board will be asked to approve a policy later in the meeting. They also mentioned that our Strategic Plan should and would impact programming in the future. Also discussed were the definition for "mission appropriate" student and the Memorandum of Understanding with UMPI and UNE.

D. Governance:

1. Policies:

- a. Policy GCSB – Social Media Use by School Employees. A motion to move this policy to a second reading by Dale Gordon with a second by Michelle Albert; the motion was carried unanimously.
- b. Policy IGF – Program Review. A motion by Craig Kesselheim and seconded by Dale Gordon to move this policy to a second reading and voted unanimously.
- c. Policy IHBA – Referral/Pre-Referral of Students with Disabilities. It was moved by Christine Voyer and seconded by Jerry Pieh to place this policy on the table. The motion was carried by a unanimous vote.
- d. Policy JJIF/JJIF-E Concussions and Other Head Injuries/Concussion Information Sheet. A motion was made by Dale Gordon to move this policy to a second reading, seconded by Walter Specht. The motion was carried unanimously.
- e. Policy JKAA/JKAA-R – Physical Restraint and Seclusion. A motion by Walter Specht and a second by Dale Gordon to move this policy to a second reading was carried unanimously.
- f. Policy GCP – Reduction in Force. A motion to amend this policy by replacing Human Resource Manager to Chief Operating Officer and approve GCP and DKC-Expense Authorization and Reimbursement at the Second Reading was made by Walter Specht and seconded by Dale Gordon. The motion was carried unanimously. (These policies are now in force.)

2. ByLaws:

A draft of the bylaws revision was presented by Luke Shorty on behalf of Ruth Lyons.

The changes to the draft were Section 101. Membership delete term limits in last paragraph (not provided for in 20-A MRSA §8201 et seq) and in Section 103 to remove the word “absolute” and replace it with 50% in paragraph four.

A motion to accept the bylaw changes as amended was made by Craig Kesselheim and seconded by Walter Specht. The motion was passed unanimously.

3. There was no further discussion on the Succession Planning.

4. Board Recruitment

We currently have three (3) potential nominees for the four (4) slots opened on the Board of Trustees. From past history, the Governor’s Office has requested a list of about twice as many candidates as there are slots open, so we are still looking for candidates.

At this point, Jason Judd and the Board recognized Dr. Linda Schott, Ms. Sylena Lowry, Dr. William Beardsley, Ms. Christine Voyer, Mr. TomHenry Reagan, Ms. Dale Gordon, and Dr. Craig Kesselheim for their years of service on the Board of Trustees on behalf of the students, parents and staff.

5. A slate of officers was offered for the 2016-2017 year:

Jason Judd, Chair
 Catherine deLutio, Vice-Chair
 Michael G. Lambert, Treasurer
 The slate was approved by secret ballot.

VI. Executive Session

David Ferguson moved to enter into executive session to discuss a personnel matter as permitted by Title 1, MRSA §405 (6) (A) and seconded by Jerry Pieh. The motion was carried unanimously. The Board entered into executive session at 3:40 pm

The Board of Trustees returned to plenary session at 5:01 pm

A motion was made by Dale Gordon and seconded by Michelle Albert to continue the contract of Luke Shorty as Executive Director of the school and authorize the Executive Committee to determine compensation and authorized the Board Treasurer, Michael Lambert to execute said contract on behalf of the Board of Trustees. The motion was unanimously approved.

VII. Adjournment

On a motion by Craig Kesselheim and a second by Michelle Albert, the meeting was adjourned by unanimous vote at 5:04 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Luke C. Shorty". The signature is written in a cursive, flowing style.

Luke C. Shorty, Clerk
MSSM Board of Trustees

Approved: BOT Meeting – Saturday, October 1, 2016