

STEM Action Center Board | 2014

STEM Action Center Board Meeting Minutes

April 11, 2014 • 12:00pm

GOED 60 E. South Temple, Salt Lake City, UT

Members Present:	Robert Brems, Blair Carruth, Spencer Eccles, Stan Lockhart, Martell Menlove, Jefferson Moss, Jeffery Nelson, Bert VanderHeiden
Members Absent:	Gene Levinson, Tami Pyfer , Brad Rencher
Staff:	Meredith Mannebach, Sue Redington, Mitchell Jorgensen, Carol George
Visitors:	Sarah Brasiel, Norm LeClair, Quinn Kendall, Jade Young, Reza Jalili, Scott Tasker, Michael Cox, Vernon Parent, Paul Rogers, Jeff Rogers, Val Peterson,

Welcome & Approval of Minutes

Jeff Nelson, STEM Action Center Board Chairman, took a roll call, called the meeting to order, welcomed the group and asked the board members to approve the minutes from the previous meeting.

I. Approve Minutes

MOTION: MARTELL MENLOVE MOVED TO APPROVE THE MINUTES, SECONDED BY ROBERT BREMS. THE MOTION IS UNANIMOUSLY APPROVED.

II. Professional Development Pilot Presentation

Dr. Sarah Brasiel from Utah State University Research Lab begins by explaining how the STEM Action Center can play a major role in mathematics content knowledge, primarily in middle schools. Dr. Brasiel also clarifies that the goal of the pilot is not to prove whether or not professional development (PD) works or to evaluate the providers of the pilot, but to assess the pilot for future work in professional development. Dr. Brasiel then covers the objectives of the pilot and the data collected.

Board member, Jeff Moss, asks how the three providers were integrated throughout the pilot. Dr. Brasiel responded saying that the providers collaborated to form a complete package for the teachers to use, instead of each product individually. Jeff Nelson reiterates that content knowledge was being assessed at the beginning and end of the pilot but content information was not being taught throughout. Jeff Nelson, STEM AC Board Chairman, reiterates how important it is to have a partnership with USU and the Active Learning Lab in terms of ensuring that they have objective information that informs what the STEM Action Center is doing.

III. Board Discussion

i. HB 150 Review

a) Foundation discussion

Meredith Mannebach, STEM Action Center Program Manager, begins by informing the board of the guidelines to forming a foundation. The STEM Action Center Board is authorized in state statute to do all of the duties necessary to execute the responsibilities necessary to the board. The foundation would be a non-profit entity, completely separate from the STEM Action Center board and staff. Meredith then stresses that STEM board members cannot serve on the foundation board; they have to be completely separate entities. Stan Lockhart questions the solidity of the statement. Susan Eisenman, Attorney General for GOED, responds and states that a governmental employee cannot sit on a 501(c)(3). Meredith continues by addressing eligibility for public and private grants and states that the STEM AC board has the authority to apply, receive, and disperse funds from any source, however, they cannot solicit for charitable donations; a foundation is eligible to solicit for donations. She then covers policies regarding tax credits, finances, liability, staffing, and reporting structure.

Jeff Nelson voiced his concern because of the limitations that will be placed on fundraising. Susan encouraged the board to look at other foundations as an example before they become discouraged. Superintendent Martell Menlove asks for clarification regarding the solicitation of charitable contributions. Susan responds by saying that the Utah statute states that the entity can only receive funds. Spencer Eccles, vice chairman of the board, asks what constitutes staffing by the government. Susan responds saying that they are considered a staff member if they provide services during working hours. Spencer then recommends that a contract agreement be arranged between the foundation and STEM Action Center that the foundation can use the STEM brand to raise funds if the money is used for things agreed upon within the contract. Jeff Nelson requests that STEM AC staff work with Susan to develop possibilities for fundraising and building onto public support, to explore the opportunities that are available within the statutes. Stan Lockhart briefly explains the benefits of having a foundation, and informs the board that there is little restriction for other foundations to donate funds to another 501(c)(3) instead of government institutions. There is an incentive for companies to donate funds to the foundation without having to change their charter.

Superintendent Menlove asks if donations accepted by the foundation would be considered dedicated credits to the government entity and if it will be restricted until it is appropriated back to the board for specific purposes by the legislature. Susan said that the statute states it can be classified as an expendable special revenue fund. Meredith Mannebach clarifies that the board can apply, receive, and disperse funds; they have to find a way to solicit for them that meets the requirements within the statute.

b) Board subcommittee discussion

Stan Lockhart, STEM AC Board Member, informs the board that \$350,000 has been collected and matched by at least 1:1 by Comcast and KUTV. There are commitments for 1.2 million dollars until June of 2015, with a promise to match the collected amounts which will double the amount of funds for the media campaign. Spencer Eccles advises that a clear balance sheet of dollars solicited and commitments made be created to have a report of the funds. He restates that an accounting of what is committed, collected, and expended on behalf of STEM should be created in a

confidential setting because there is potential for future conflict. A member of the public, Paul Rogers, suggested that corporate representatives of UTC and the STEM Action Center Board discuss and clarify any questions or conflicts regarding the funds that have been received.

ii. Applied learning funds

Sue Redington, STEM AC Program Coordinator, presented documentation that explained where the applied learning funds were being spent, primarily on STEM programs and competitions. She requested for the approval to use \$130,000 from the fund to help the programs and the students advance in competitions. Stan Lockhart expressed that he would prefer subsidized growth within the programs. Spencer Eccles recommends that a dashboard be developed that shows the important metrics that are being developed to present to the board and integrate it with the set policies and procedures.

Rob Brems asks how the funds will be dispersed while following the procedures that were discussed earlier in the meeting. Spencer Eccles notifies the board that those policies are still being created and the funds will be distributed accordingly. He also stresses that everything be done correctly in the beginning stages to avoid later conflict.

MOTION: JEFF MOSS MOVED TO APPROVE THE REQUESTED APPLIED LEARNING FUNDS OF \$130,000 BE GRANTED TO THE STEM ACTION CENTER TO BE AWARDED TO THE PROGRAMS OUTLINED IN THE BOARD MATERIALS. THE MOTION IS SECONDED BY BERT VANDERHEIDEN. THE MOTION WAS UNANIMOUSLY APPROVED.

iii. National STEM organization

Dr. Tami Goetz reiterates that the possibility of joining an organization was discussed in the previous board meeting. She reminds everyone that the organizations we can choose from is STEMx and STEMconnector; the outlook is promising and both organizations are showing enthusiasm in the activity happening in Utah. Tami believes that it is important to have a membership with a national organization to have easier access to the national dialogue and it provides an opportunity to promote what the STEM Action Center is doing. Dr. Goetz addressed the board and requested approval to join the organizations. Spencer Eccles asks if there have been discussions with other members in different states about their experiences with these organizations. Tami has spoken with a few members from STEMx but has yet to speak with members from STEMconnector

MOTION: MARTELL MENLOVE MOVES TO APPROVE UP TO \$15,000 FOR DR. TAMI GOETZ TO EXPEND IN NATIONAL ORGANIZATIONS. THE MOTION IS SECONDED BY BLAIR CARRUTH. THE MOTION IS UNANIMOUSLY APPROVED.

iv. Policies and Procedures

Meredith Mannebach, STEM AC Program Manager, informs the board that because the STEM Action Center is an organization within GOED, there are policies that have already been set in place that do not need to be drafted. There are policies that need to be set regarding the makeup, duties, programming, and subcommittees of the board; these are unique policies to the board that also follow the already set policies by the state.

v. Strategic plan

Dr. Tami Goetz provided a hard copy to the board and pointed out her goal to use the document to continue the spirit of collaboration and to request additional staff with new and different skill sets. The plan also covers a way to effectively use taxpayer dollars to produce products that help with teachers and schools. A member of the board suggested that, based on previous evidence, the emphasis on STEM development not start until students reach the third grade; decreasing the amount of years may help leverage more dollars for higher grades. Sarah Young, K-12 Science Specialist with USOE, discusses STEM endorsements and alignment for core standards. A framework has been developed by the USOE science leadership team to create an elementary science endorsement which could be leveraged into supporting science instruction, which would lead into a STEM endorsement. Dr. Goetz then explained the vital role that CTE courses play in middle schools and high school STEM certifications. Martell Menlove clarifies that the emphasis on STEM certifications is in high school and beyond. Jeff Nelson requests that the board provide input into the strategic plan and how the subcommittee aligns with the things that need to be achieved.

IV. Closed Session

MOTION: PURSUANT TO THE OPEN AND PUBLIC MEETINGS ACT, I HEREBY MOVE TO CLOSE THE MEETING FOR THE PURPOSE OF DISCUSSING THE CHARACTER, PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL. THIS VOTE REQUIRES 2/3 VOTE OF THE BOARD. THE CLOSED MEETING SHALL BE HELD IN THE GOED OFFICES LOCATED AT 60 E SOUTH TEMPLE, THIRD FLOOR, SALT LAKE CITY, UTAH.

RECORD THE NAME AND VOTE OF EACH MEMBER OF THE PUBLIC BODY BELOW:

Name of Member of Public Body	VOTE TO CLOSE MEETING
Jeff Moss	Yes
Blair Carruth	Yes
Martell Menlove	Yes
Jeff Nelson	Yes
Rob Brems	Yes
Stan Lockhart	Yes
Bert VanderHeiden	Yes
Spencer Eccles	Yes

**MOTION: JEFF NELSON MOVES TO ADJOURN THE MEETING AT 3:30PM.
SECONDED BY SPENCER ECCLES AND UNANIMOUSLY APPROVED.**

V. Adjournment