

# STEM Action Center Board | 2013

## STEM Action Center Board Meeting Minutes

August 6, 2013 • 3:00pm to 5:00pm  
Governor's Office of Economic Development  
60 E. South Temple, Third Floor

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<b>Members Present:</b>	Jeff Nelson (Chair), Spencer P. Eccles (Vice Chair), Robert Brems, Blair Carruth, Christine Kearl, Stan Lockhart, Martell Menlove, Mark Openshaw, Bert VanderHeiden
<b>Members Absent:</b>	Gene Levinzon, Brad Rencher
<b>Staff:</b>	Sophia DiCaro, Vincent Mikolay, Carol George, Meredith Mannebach, Sue Redington
<b>Visitors:</b>	Sarah J. Brasiel, Diana Suddreth, Dan Donahoe, Judy Young, Angela Trego, Brent Petersen, Brian Farr

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### Welcome & Approval of Minutes

Jeff Nelson, STEM Action Center Board Chairman, called the meeting to order, welcomed the group and asked board members to review the minutes from the last meeting.

**MOTION:** MARK OPENSHAW MOVED TO APPROVE THE MINUTES, SECONDED BY BERT VANDERHEIDEN. THE MOTION WAS UNANAMOUSLY APPROVED.

### FY 14 and FY 15 Operations

Vince Mikolay, GOED Managing Director, presented the Executive Summary for the STEM AC Board. This included a review on the STEM AC Mission, Vision and Strategic Objectives. This served as a reference for the board to measure on the current operation performance, and planning for the Executive Summary and budget for the next fiscal year, which will be submitted to the board for approval.

Vince talked in depth about the Mission, Vision, STEM AC Strategic Objectives, Metrics and Targets. Board Member, Martell Menlove, inquired about what is being done for teachers in regards to professional development. In response to the prior question, Meredith Mannebach discussed an example of a professional development day that is taking place on August 9<sup>th</sup>, 2013. Over 100 teachers will be in attendance to meet with 9 STEM technology providers in preparation for the launch of the program. Continued training and development sessions are also planned with the sponsorship of the technologies, this includes paying the teachers a stipend to offset the cost of attendance. Board Member, Christine Kearl, inquired if there is additional funding to cover teacher's professional development that is unrelated to technologies. Meredith explained that the bill is attached to technologies and there may be some limitations but will clarify and investigate further.

Mark Openshaw, STEM AC Board Member, asked about STEM best practices and questioned what is happening in existing schools and how performance is currently measured. Vince Mikolay noted that research and a current practice assessment have been conducted. The STEM Action Center will measure performance through the USU contract and through this pilot we will define the difference in student performance before and after the implementation of technologies. The board continued to discuss the need for higher level teacher training in order to reach and attain better achievement and competency results. The importance of keeping track of the Pilot's impact was stressed by Board Member, Christine Kearl, this provides consistency and continuity. Based on the targets and the accomplishments thus far Vince Mikolay believed the STEM AC is meeting program expectations and is exceeding at this point. Vince continued to stress the need to focus on what needs to improve for FY14 and what to build on for the next fiscal year.

Board Members, Martell Menlove and Robert Brems, cited the need to focus on teachers professional development, and on optimizing technology. Questions were raised regarding the possibility of creating a professional development working group (knowing that Meredith is the only employee of the STEM AC and does not have much bandwidth), the question was raised regarding the possibility for the Utah State Office of Education to manage this working group? Vince agreed that with Meredith's focus on the RFI and RFP, the STEM AC bandwidth is stretched. It was discussed that if USOE is willing to take on the working group and granted the availability of funds, with the Board's willingness to fund technologies to implement solutions, then that may be a possibility. The other question raised was whether the Board is willing to fund another position in the STEM AC to support these additional activities. Vince stressed that the professional development is a need that has to be responded to. STEM AC Board Member, Spencer Eccles, said that

the only way to achieve success is through deep collaboration between the STEM AC, USOE, GOED and all involved parties.

Spencer Eccles advised that he is ready to make a MOTION pending the ability to execute on the working group for professional development and to define the types of professional development needed. Some of the action items that need focus are as follows:

- a) Create a “High Quality Instruction” (aka Professional Development) working group
- b) Develop ongoing budget (FY14 & FY15) - budget to be submitted to board members via email and a board meeting conference call is to follow in order to approve
- c) Joining a national STEM network- Carol George has submitted info to STEM CONNECTOR
- d) STEM Summit

## Objectives

- 1) Expand focus to K-12 (discussed by Stan Lockhart)
- 2) Focus on becoming a “STEM” center instead of focusing only on the “M” (discussed by Stan Lockhart)
- 3) Utilize the Pathways component to help students and teachers know what the benefits are from learning STEM (discussed by Stan Lockhart)
- 4) Learn the Best Practices; finding what already exists and what is working, adopting those practices and amplifying them (discussed by Blair Carruth)
- 5) Get partners onboard/explore partnerships with NPO’s: consolidate our efforts (discussed by Spencer Eccles)
- 6) Gather data (discussed by Spencer Eccles)-USU collecting data for teacher involvement during pilot(discussed by Meredith Mannebach)
- 7) USOE liaison to work with STEM AC (discussed by Martell Menlove)
- 8) Allocate funding for liaison position/residing 50/50 between USOE and STEM AC (discussed by Spencer Eccles)

**MOTION:** STAN LOCKHART MOTIONED FOR THE STEM ACTION CENTER TO FUND 100%, FOR THE FIRST YEAR, A LIAISON POSITION TO ENSURE EFFECTIVE COMMUNICATION BETWEEN THE STEM ACTION CENTER AND THE UTAH STATE OFFICE OF EDUCATION. THE MOTION WAS SECONDED BY MARK OPENSHAW AND WAS UNANAMOUSLY APPROVED.

## Progress Report

### a) Project Plan Review:

i) RFI - Meredith Mannebach, STEM Action Center Program Manager, presented the RFI progress report. A board member asked if there was a way to measure the level of instruction. Meredith pointed out that there is a contract with USU, who will assess the pilot.

ii) RFP - Meredith reported the RFP will be released in September. The goal is to have the technologies selected by November, contracts signed by December and this will apply for school year 2014-15.

### b) School Selection:

Meredith Mannebach, STEM Action Center Program Manager, reported that 56 school applications were received, 55 were qualified. All eligible applications were accepted and given their first choice of technology, except a 6<sup>th</sup> grade class that no provider could support for this Pilot. The Pilot is expected to run September through May, in two phases. This is a change from the initial plan to have the pilot run from September through December for the legislative report but it was decided that it would cause a disruption in the classrooms to pull the technologies mid-year.

### c) Working Groups:

The College Readiness Committee Co-Chair, Blair Carruth, discussed meeting with industry representatives and the broad spectrum that they all represented. College readiness standards were among the topics of discussion with the representatives. He stressed that those conversations will continue during their monthly meetings.

The Instructional Technology Committee Chair, Martell Menlove, discussed his communication with vendors and found that to be very helpful. A committee meeting is scheduled for August 13<sup>th</sup> where conversations on the RFI and RFP will continue.

The Media and Marketing Committee Co-Chair, Stan Lockhart, invited Brent Peterson from Comcast Spotlight to announce a couple of events scheduled in August. The Discovery Education event will be held in two parts; a day camp and a leadership STEM forum. Mr. Peterson also extended an invitation to the board for the Comcast Media and Technology event scheduled on September 11, 2013 at the Grand America Hotel. The STEM initiative will be presented to business leaders in attendance. Brent discussed the progress made to this point; a draft MOU has been submitted and once the pilot is released Comcast plans to generate news media and will conduct some public relations work related to the STEM issues. Meredith Mannebach encouraged the board members to attend the Comcast event at

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Discovery Gateway scheduled for August 26<sup>th</sup>. A reminder email will be sent to board members as the date draws closer.

Judy Young , Executive Director of the Utah Technology Council, presented on their efforts regarding the STEM initiative and the achievements they have seen thus far.

**Adjournment**

The meeting was adjourned at approximately 5:00 p.m.