

# Board Meeting

## October 12, 2022



**IDAHO**  
**STEM**  
ACTION CENTER

**STEM Action Center Board Room**

**1:00 – 2:30 pm**

# Approval of July Minutes

Request for **Motion** to Approve  
Minutes from July





# Executive Director Update



# Goal Updates

- **GOAL 1:** Increase **awareness** of the importance of STEM throughout Idaho
- **GOAL 2:** Advance equitable **access** to high-quality STEM+CS opportunities for educators, students, and communities
- **GOAL 3:** **Align** STEM education with workforce needs throughout Idaho





# Communication Audit Results

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## Behavioral Messaging & Civil Influence Strategy

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Volume PR &  
Engagement Science Lab for  
Idaho STEM Action Center

August 1, 2022



# STEM AC Theory of Engagement:

Honing our work as a  
Center of Expertise in Idaho





# Workforce Alignment





## Our Mission

Raising funds and developing partnerships that will power STEM education in Idaho.



# Foundation Fiscal Policy & Procedures Updates



Distributed to the Board August 2, 2022

- Primary changes include:
  - Simplification / flexibility
  - Formatting
  - Corrections
    - Cash-basis accounting
  - Details to align to current procedures (reviewing monthly financials; tracking; signing checks)
  - Roles/responsibilities
    - Removes requirement for whole Board to have to review annually, but keeps requirement to have revisions approved by Board
    - Allows for Treasurer to have designee (check signing)

## Accounting Procedure

### Basis of Accounting

#### Policy:

The IDAHO STEM ACTION CENTER (STEM AC) FOUNDATION ("The Foundation") uses the **accrual basis** of accounting. This method **allows for recording** revenues and expenses **when incurred** at the time cash is received or paid out. This eliminates the budget distortion of large advance payments, pledges, etc. This gives the **Foundation STEM AC** **FOUNDATION** Board of Directors a more accurate picture when actual expenses are compared with budgeted amounts. This method of recording revenue is based on the date the revenue is deposited. The method of recording "Program" expenses is based on the date the expense is written to the Idaho STEM Action Center. All other related expenses are considered in-kind donations from the Idaho STEM AC to the **FOUNDATION**. The **Idaho STEM Action Center** Foundation operates its financial reporting on a July 1 to June 30 fiscal year. This is in tandem with the Idaho STEM Action Center, AC.

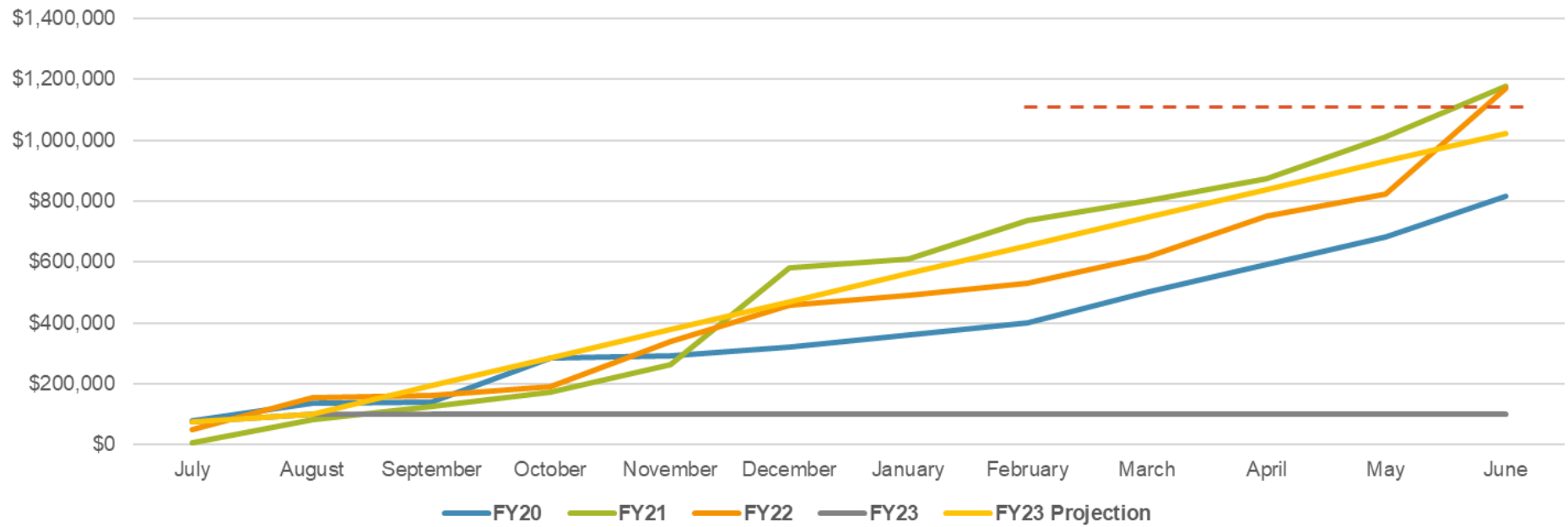
#### Procedure:

- Throughout the fiscal year, expenses are accrued into the month in which they are incurred. **The books are closed** **journal entries are finalized** no later than the second Monday of the month. Invoices received after closing the books will be counted as a current-month expense.
- At the close of the fiscal year, this rule is not enforced. **If possible, all expenses that should be accrued into the prior fiscal year are so accrued, in order to ensure that year-end financial statements reflect all expenses incurred during the fiscal year.** Year-end books are closed no later than 30 days after the end of the fiscal year.
- **Journal entries in-kind expenses** will be made **monthly** and reviewed with the **STEM AC FOUNDATION** Board Treasurer to recognize **non-cash expenses** and move **Revenues or expenses** to reflect the proper accounting ledger. Examples would be: contractor fees and administrative fees.

### Bank Reconciliations



Cumulative Comparisons, Donations by Fiscal Year; FY23 Projection





# Grants

## **AWARDED:**

- ▶ National Science Foundation CS for All \$53,141 - support for computational literacy

## **AWAITING NOTIFICATION:**

- ▶ Whittenberger Foundation \$6,644 – support for IDX
- ▶ U.S. Bank \$7,500 – support Externship Program 2023
- ▶ ICF Forever Idaho South Central \$10,000 – support for i-STEM 2023
- ▶ ICF Forever Idaho Southwest \$5,000 – support for STEM-Designated Schools (Basin Elementary)
- ▶ Cross Foundation \$10,000 – support for IDSEF 2023
- ▶ State Farm \$11,000 — support for i-STEM 2023 (discretionary funds)

## **TO BE SUBMITTED:**

- ▶ CLIF Bar, prospecting
- ▶ NSF Advancing Informal STEM Learning, prospecting

## **NOT FUNDED:**

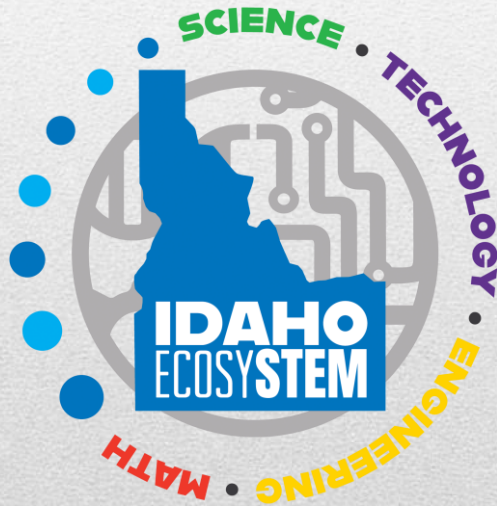
- ▶ ID Dept. of Health & Welfare \$1,500,000 – support for Ecosystem/Learning Loss

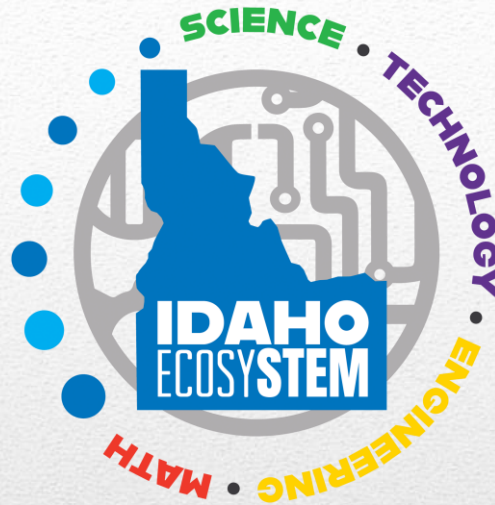
# Idaho STEM Career Education Pathways





# Public-Private Partnerships





# Idaho STEM Ecosystem Updates





# STEM Strategic Plan

## FOUNDATION

### OUR VISION

**Dedicated partners collaborate to coordinate STEM experiences and opportunities in Idaho.**

### OUR PRIORITY AUDIENCES

- Youth (PreK – 20)
- Families
- Educators (informal and formal)
- Employers

### OUR GUIDING PRINCIPLES

**Reinforce Existing Activities** – Avoid duplication by supporting what already exists and building reciprocal partnerships.

**Ensure Balanced Representation** – Prioritize inclusion of individuals who are furthest from STEM in Idaho and promote access and opportunity for all Idaho STEM voices and partners.

**Lead with Connection** – Bring education, industry, and other leaders to the table to collaboratively address STEM workforce development needs in Idaho.

**Engage the Whole System** – Communicate and work across sectors in Idaho and deliver programming at the local level.

**Use Data to Drive Action** – Hold a strong commitment to evidence-informed decision-making and continuous improvement.

**Ground in Joy** – Joyfully and inclusively advance STEM access and opportunities in Idaho.

## STRATEGIC OBJECTIVES (O) & KEY RESULTS (KR)

### OBJECTIVE 1 | Formalize the Idaho EcosySTEM structure.

- **KR 1:** Develop and finalize leadership team bylaws.
- **KR 2:** Review and align on selected business plan created by Boise State EMBA program and finalize process of implementation for Idaho EcosySTEM.
- **KR 3:** Build and implement an Idaho EcosySTEM communications plan.

### OBJECTIVE 2 | Align communications efforts to promote awareness of the importance of STEM.

- **KR 1:** Develop shared language around Idaho regarding STEM.
- **KR 2:** Present at 3 local and statewide conferences in 2023.
- **KR 3:** Publish quarterly op-eds or other content in each region to promote local STEM success stories and partnerships.
- **KR 4:** Develop and share common metrics for measuring STEM awareness and success stories and partner on publishing annual data with the Idaho STEM Action Center.

### OBJECTIVE 3 | Convene partners to build capacity and continued investment in STEM pathways.

- **KR 1:** Use the STEM experience inventory to help inform how different STEM experiences in each region can build on one another/connect to inform 3–6-month STEM pathways.
- **KR 2:** Plan the 2023 Idaho EcosySTEM convening and invite and engage parents, students, employers, educators, and statewide partners in collaborative activities.
- **KR 3:** Create a local network that includes families, educators, and employers in local communities to share tips and best practices for integrating STEM at home, in the classroom, and in the community.

### OBJECTIVE 4 | Coordinate existing STEM experiences to improve access and opportunities for priority audiences.

- **KR 1:** Partner with local industry partners to build an inventory of STEM experiences and identify existing and new STEM opportunities.
- **KR 2:** Publish and share the STEM experience inventory with families, educators, and employers and manage timely updates.

## IMPLEMENTATION

### OUR MISSION

**To foster the integration of STEM experiences for Idahoans, creating problem-solvers and critical thinkers who will lead and sustain our economy.**

### ACCOUNTABILITY STRUCTURE

#### Idaho EcosySTEM

A group of partners working together to support STEM learning and workforce development in all Idaho communities to ensure a prosperous future.

Infrastructure Workgroup | Communications Workgroup  
Capacity Workgroup | STEM Experiences Workgroup

#### Leadership Team

Cohesive team that provides direction and decisions for the EcosySTEM. The Leadership Team is representative of Idaho STEM voices.

#### Regional Hubs (ISEE, INNC, SWISH)

Community partners that support the development of strategic implementation plans by designing solutions to enhance the regional STEM landscapes.

#### Idaho STEM Action Center (STEM AC)

The Idaho STEM Action Center serves as the backbone organization by providing operational support and fiscal sponsorship for the Idaho EcosySTEM at this time.

### KEY PERFORMANCE INDICATORS (KPIs)

**OBJECTIVE 1 |** Structure and bylaws established; business plan implemented; communications plan implemented

**OBJECTIVE 2 |** Shared language implemented; # presentations at conferences; annual STEM data published; # of op-eds published

**OBJECTIVE 3 |** # of network partners and collaborators; connect STEM experiences into STEM pathway options in each region; # 2023 EcosySTEM convening attendees by group

**OBJECTIVE 4 |** Inventory of STEM experiences; STEM experience "inventory" is publicly available and informative for families, educators, and employers

**SAVE THE DATE**

**MARCH 30-31, 2023**

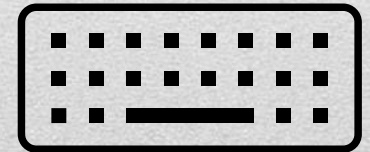
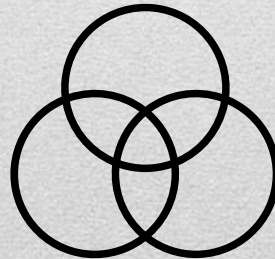
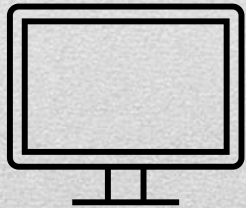
**ECOSYSTEM CONVENING**

**SHOSHONE-BANNOCK EVENT CENTER**





# Board Member Updates & Open Discussion



# Areas You Can Support

- **Introductions to STEM Supporters**
- **Share Success Stories**
- **Share Events**
- **Follow us on Social Media (or share)**





# Upcoming Events

**Next Board Meeting**

January TBD

(In Person Location?)

**ITC Hall of Fame Gala/INDEEDS**

November 1

**CS Education Week**

December 5-9



# Public Comment





# Financial Updates



# FY 2023 Revenues

(as of 10/7/23)

Total Revenue: \$364,500

- STEM Action Center: \$122,400
- STEM Action Center Foundation: \$157,800





# FY 2024 Budget Request

- General Fund increases within 3% (\$95,200) of base budget: requested for new position and maintenance
- General Fund Line Items
  - Foundation and Marketing Administrator: requesting 1.0 FTP with full cost to be absorbed, net zero impact
  - Communications Manager: requesting 1.0 FTP and \$83,300 new funding with remaining costs to be absorbed
  - Lease of Office Space: net zero impact
- STEM Education Fund: \$2 million for ARPA ESSER III, reimbursable by OSBE over FY23 and FY24

