

**STEM Action Center  
Board Meeting Minutes  
October 31, 2023 9:15 – 10:15 am  
Zoom Meeting**

**Listen here to IPTV Stream:** <https://www.idahoptv.org/shows/idahoinsession/archive/#stem>

**Call to Order**

Chair Jenn Jackson called to order the regular meeting of the STEM Action Center at 9:15 am on October 31, 2023.

**Roll Call**

The **STEM AC Board** meeting was conducted as a virtual meeting via Zoom. Attendance: Jennifer Jackson, Dee Mooney, Matthew Reiber, Wendi Secrist, Ed Atienza, Dave Hill, Jake Reynolds, Alyssa Romero, and Jad Mahnken

**Absent:**

**STEM Action Center Staff:** Caty Solace, Katie Bosch-Wilson, Nate Dean, Francine McGrew, and Stephanie Lee

**Opening remarks:** Welcome by Jennifer Jackson. Briefly reviewed the agenda for meeting.

**Approval of Board Minutes:** Dave Hill moved to approve the May minutes as presented. Seconded by Jake Reynolds. Minutes were approved unanimously.

**Executive Director Update: Caty Solace**

- **LSO Audit** – have one finding in draft report. Did not identify errors in the schedule of expenditures of federal awards (SEFA). Fixing these inconsistencies within the new system (Luma) and getting a better understanding of what is being reported.
  - Numbers 2 and 3 from the audit will not be included in the final report.
  - No Federal audits as of this time
  - Audits are every 3 years
  - This was an accountability audit
  - Made sure these findings have been addressed and fixed for the future and making sure policies and procedures are adhered to- especially with the reorganization of the Center
  - What are the different funding mechanisms passed through the Center and/or Foundation?
    - ESSER Funding
    - Grants applied through the Foundation (State or Federal)
    - Grants applied through the Center (State or Federal)
    - Donations to either the Foundation or Center
    - Private donations (Center or Foundation)
    - Legislative appropriation
  
- **EcosySTEM:** Update and where we are at. In your packet Caty provided one of the reporting requirements they are at with their timeline and what they've submitted so far.

Power point presentation provided a screenshot from Ecosystem website and showed how STEM AC is represented. “Founding Member”

- Staff hired
  - Erica Compton, Director
  - Trisha Mick, Program Manager
  - Erin Lannigan, INNC Hub Coordinator
  - ReBekha Lulu, SWISH Coordinator
  - Ashley Schaffner, ISEE Hub Coordinator
- Two Public webinars
- Meeting every other week
- Contract requirements are being met
  - Work-plan has been delivered
- Applications have been opened for funding opportunities
- With Ecosystem – held two public webinars to update and give an overview to the community about the relationship between Ecosystem and STEM AC
- Caty stated she called past P3 and Sponsorship grantees to inform them of the new structure and how STEM AC is moving forward. For the most part the response was positive.
- Focus – shows the difference between what the STEM AC is doing and what the Ecosystem is doing and how we are connected.
- Ecosystem Community – which programs have stayed with STEM AC and what is with the Ecosystem
  - STEM AC Continued programs:
    - We did keep the Idaho Science and Engineering Fairs. We needed to handle this internally for the next one to two years to get a full package and perfect it before we turn it over to another entity, possibly the Ecosystem.
    - Externship
    - STEM Designated School
    - STEM Diploma/Scholarship
    - Idaho Connect
    - Learning Blade
    - Sawtooth STEM Educator Award
    - i-STEM
- *Questions/Comments*
  - Wendi – likes the visual as it shows the difference between both STEM AC and Ecosystem.
  - Jennifer – thank you for contacting the previous P3’s and Sponsorship grantees. She assumed STEM AC would take leadership over statewide STEM. However, I see the Ecosystem taking a larger role in national STEM such as STEMx – what is STEM AC’s role? Caty – we also attended STEM Connector in Denver last week. Ecosystem and STEM AC were both there as partners. Caty also met with Heather from STEMx. We have not changed our position when it comes to STEMx...our team has become more robust now that we have Ecosystem to support our work and being a partner. Jen has received some questions and lack of clarity of

where STEM AC sits at a national level, so I appreciate hearing that we are not swaying from that role. I know Katilin wrote an “white-paper” on STEM AC’s role nationally. Caty thinks it would be a good time to update that and get feedback from the Board.

- Dee – appreciates you went through this with us. You mentioned the webinars, are those recorded somewhere? Yes. Dee, is there an FAQ available? Not yet, but we are working on them. Caty will send out the recording of the webinar to the board.
  - Do other states that have STEM Action Centers have an Ecosystem or are they similar to us. OR do you know if they are trying to model us now or in the past? Caty -I have not heard other states modeling how we were in the past, Jenn echo’d Caty and stated we were among the first states to have a STEM AC and that is why it is so important that we continue our presence at a national level.
- **Fundraising:** We have been working quite a bit. There are a couple current needs:
  - Sawtooth STEM Educator Award
  - IDSEF
  - Learning Blade (looking for a large title sponsor)
  - i-STEM
  - If any of you have anyone that would like to support STEM, please send them my way. We also have a new flyer to hand out. Caty will send to each of the board members to print and handout.
  - *Questions/Comments*
    - Ed – do we have targets/goals for each program? Yes, we are looking at 2500 for SSEA, for IDSEF we could accept 80K or more, LB – it is a big price tag, which is why we need a title sponsor for the upcoming year (100K), and for i-STEM the price tag can be quite large -looking at potentially use some of the funds from ESSER, but this program costs us about 500K each year, so as much funding as we can get we’d appreciate it.
    - Jenn- Can you send out the usage report for Learning Blade. i-STEM, would like to know how many teachers we serve and impacted. Caty will send a report for both to the board. Caty thanked Jenn for her inspiration for i-STEM this last year.
- **STEM Education Strategic Plan:** It is imperative that we get the board together so we can kick off on what we are doing with the Strategic Plan. We inherited this from OSBE and need to update it as it is expired. I will send out a doodle poll to get a meeting scheduled with all of you to review this plan.
  - Dave – The plan was delegated to STEM AC, so this is a deliverable to the Board. I believe ½ day is a minimum. I believe a full day is needed. Jenn is in agreement with Dave. Get this on the calendar as soon as possible as calendars fill up quickly. Ed – could we see the last Strategic Plan and a wish list of what you’d like us to do. Caty will send it out after this board meeting. Katie – there has been work started on this from the Ecosystem Convening, and Katie, John, and Crispin have worked on it.

- Dave - This should not be a **performance** plan, but a **strategic** plan.
  - Jenn – would prefer that we don't wait months for this, I like Jan or beginning of Feb. Also, with JFAC, would you like our attendance and assistance? Caty – Yes. I have not seen what the format will be this year, but as soon as I know I will inform all of you.
- **Announcements:** We have been working from a flat organizational structure. I had worked with the Governors Office, DHR, and DFM to reorganize the structure to create more depth within the leadership structure. Two of our staff have had significant promotions. Katie Bosch-Wilson as the STEM Ed Coordination Officer, and Stephanie Lee as the Operations Officer.

### Operations Update:

- Steph introduced our new staff, Nate Dean, Francine McGrew, and Sarah Howard who will be starting Nov. 6<sup>th</sup>. Crispin has also been promoted to our communications manager.
- We have also reclassified our data/research position to an admin position.

### Programmatic Updates:

- Skipped a slide due to time
- STEM School Designation Standards – need to vote on
  - Nate gave a quick update on background and timeline of STEM School Designation. State Board of Education originally approved the Cognia standards, in order to stay current, Cognia has updated their standards each year, but those standards are no longer appropriate for Idaho. There has been a committee working to create Idaho State Standards and these are the standards we are putting forth to you for approval, which will then go to the OSBE for final approval.
    - Dave – what are the substantial differences between the old standards and the new ones. Nate- we are working on a document to outline these changes, which I will share when it is available. The main difference is that Cognia standards do not align with our legislation, and our new standards will. Dave – how will this affect the schools? Nate – this will help the schools keep more of their money instead of paying Cognia a large portion of it. Dave – STEM School is not a continuing designation, correct? Nate- that is correct, schools must reapply every 5 years.
    - Jenn – is there a timeliness issue on approving these? I would like to review the crosswalk if possible. Nate - Yes, we are required to have the Board approve these at their next Board meeting so we can start getting the schools their designation by the start of the new year.
    - Nate – showed the draft cross-walk
    - Dave – Boards schedule emergency meetings all the time and I feel we need to review the cross-walk before making a decision. Jenn feels the same and reconvene by the end of this week to vote.

- Caty – if we could get all the documents sent to the Board by the end of today, would the Board be willing to meet at the end of the week or the beginning of next? Friday, Nov. 3<sup>rd</sup> at 12:30 for a quick meeting to vote on standards.
- Ed – is there more to these documents? Nate – these are just what is required, the actual review and rubric are a different process. Once the standards are established, the rubric will be created after that.
- Motion – on hold until the Nov. 3<sup>rd</sup> meeting.

No public comment.

Jenn adjourned the meeting at 10:43 am

View recording here: [STEM AC Board Meeting](#)

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