

## IMSA PAC MEETING MINUTES

October 21, 2005

(<http://parents.imsa.edu>)

Co-President Gina Zager called the meeting to order at 10:07 AM. Roll call was taken. There was a quorum.

### **President's Report**

Co-President Sandy Hamman announced that the PAC is organizing to assume control of the three bus routes for IMSA students. The current task is to incorporate the PAC so that it can sign the bus contracts. We have filed the incorporation documents and are awaiting a response from the state.

IMSA is seeking parents to attend the Regional Informational Meetings around the state, being presented to give parents of prospective IMSA students information about the Academy. Volunteers should be prepared to answer questions of parents of prospective IMSA students and give them the "parents' perspective" of IMSA. The meeting dates are as follows:

11/8 – Chicago	12/5 -- Effingham
11/8 – Rockford	12/6 -- Charleston
11/9 – Oglesby	12/6 – East St. Louis
11/14 – Berwyn	12/7 -- Collinsville
11/14 – Quincy	12/7 -- Urbana
11/15 – Macomb	12/12 -- Normal
11/16 – Moline	12/13 -- Palatine
11/29 – Chicago	12/13 -- Springfield
12/1 – Chicago	12/14 -- Peoria
12/5 – Carterville	1/17 -- Grayslake
	1/19 – Chicago Heights

If interested, please contact Sandy ([sshamman@adams.net](mailto:sshamman@adams.net)) or Gina Zager ([dgzager@comcast.net](mailto:dgzager@comcast.net)) for the specific meeting places and times.

Similarly, IMSA is seeking parents to attend the VIP Days (November 12<sup>th</sup> and January 29) to provide parents of prospective students with information about life at IMSA from a parent's point of view. Please contact Sandy or Gina for details or to volunteer.

Sandy also noted that the PAC is seeking an individual to chair the Minority Relations committee. It is important for this constituency to be represented so please contact Sandy if you are interested.

### **Downstate Coordinator**

Dean Drake provided a history of the bus programs to the PAC parents, which focused on the southern routes. The individual responsibility for coordination of routes and getting riders will continue to reside with the local parents. PAC will assume direct responsibility for the bus contracts and the cash flow rather than the individual parents.

### **Treasurer's Report**

Varsha Pancholi presented the 2005-06 Proposed Budget as well as the Register Report for checks issued to date this school year. She reminded parents about procedures for turning in expense requests. She asked parents to review the proposed budget during the meeting for a vote to be taken later. At the end of the meeting, Bob Kapicka moved to approve the budget (seconded by Mitch Roth) and the budget passed unanimously.

Varsha stated that, with regard to the plan to coordinate the buses, she will contact the regional bus representatives to have them send the bus funds into the PAC account. She will set up a separate income and expense item for each bus region.

### **Metro Coordinator**

Jody Bogdan stated that we still need regional representatives for the following areas and that volunteers should contact her directly.

- Region 1 – senior and sophomore reps needed
- Region 3 – senior and junior reps needed
- Region 5 – junior rep needed
- Region 6 – junior rep needed
- Region 7 – junior rep needed
- Region 9 – sophomore rep needed
- Region 10 – senior and junior reps needed

### **Academic**

Mary Jordan reported that Dr. Workman had discussed the new science curriculum at today's meeting. She videotaped the meeting and will try to have it posted on the PAC website. At the December meeting, the focus will be on the math program and student mentorship.

### **Communications**

On behalf of Barbara Kulbida, Sandy asked that parents and PAC members provide more input for the newsletter.

### **CAC**

Jody Bogdan reported that IMSA sponsored four college fairs this fall. The next college fair is in the spring and 20 parent volunteers are sought. So far, she has 9 volunteers.

### **Technology**

Bob Kapicka reported that IMSA is developing a policy to allow students to access wireless network next spring in both the halls and school.

The Technology for Learning Committee at IMSA is developing the next five-year plan for technology. Bob noted that one aspect of the plan will focus on the use of laptops in the school and may mandate (or merely suggest) their usage – possibly as early as next year. Since the plan would specify which types of laptops are permissible, Bob warned that parents might want to postpone purchasing a laptop for their students a few months longer to see if that list is issued.

The Technology Committee is seeking volunteers to update the PAC website this year and next. Interested individuals should contact Bob at bobplus3@yahoo.com

### **Student Life**

Kemi Beausoleil stated that the first meeting to prepare for the Senior Banquet will be held today. The cochairs are Gina Zager and Lucinda Dittmer. Senior Banquet will be held on June 2<sup>nd</sup> at the Carlisle. A proposed budget and agenda have already been established.

Marsha Carter reported that, after a slow start, Friday Fests are back and very popular. The next Friday Fest is November 11<sup>th</sup> and the theme is Mexican food. She thanked all of the parents who have been contributing food and volunteering their time. She also asked that, when Bob Hernandez sends out group emails regarding Friday Fests, do not hit the reply key! Instead, forward your response to Marsha at [marshacarter@hotmail.com](mailto:marshacarter@hotmail.com).

### **Discipline**

Mitch Roth stated that the three main functions of the committee are:

- (1) look at how are we informing and educating parents about procedures
- (2) work with IMSA on investigation guidelines
- (3) assess (with IMSA) how the new procedures are being implemented and parents reaction to the new procedures

Bob Hernandez reported that one issue that arose from the 05 slab incident was with regard to taking a large volume of students to Mercy for drug/alcohol testing. He met with representatives from Mercy Hospital and have worked out a better procedure in the event a need should arise for testing of multiple students. The Discipline Task Force will be meeting soon to review their procedures. He also stated that students are definitely more aware of the discipline that their offenses warrant per the handbook.

Tim Koch asked about whether procedures regarding parent communications were also set forth in the discipline process. Bob stated that they were set forth in the handbook.

### **Student Council Report**

Vice President Jennifer Zhan stated that Homecoming was very successful with its "Monopoly" theme. Student Council elections were recently held and the Council is now fully represented with 23 members, including student reps from each hall. Student Council will soon be issuing a monthly newsletter. The Council will also be meeting with Sodexo (food service provider) each month and is open to suggestions from students to improve the food service and choices.

Treasurer John Lee noted that there are 50 chartered clubs at IMSA. He also stated that students will be trick or treating from staff and faculty on Halloween. Finally, he noted that the Student Council will host a consortium conference later this year, inviting student councils of sister schools to come to IMSA to discuss common issues.

### **Alumni Association**

Ande Kohl (President) stated that the Association would soon be sending out its fall newsletter. Alumni participants will be attending the VIP days as well to talk to prospective students and their parents. The Association is currently engaged in a project to survey alumni (over 3000) to get feedback on IMSA issues. Finally, Ande noted that the date for the Alumni Weekend has been changed to June 24/25 due to a scheduling conflict.

### **IMSA Administration Comments**

Eric McLaren stated that IMSA is trying to work more closely with schools overseas. IMSA has been invited to send students and staff overseas (Thailand and Japan) to present research results. All expenses are covered by those overseas schools, except for the airfare costs to Thailand. IMSA is looking for additional opportunities for international exposure.

Intersession requests are due on Monday, October 24th. Students have had the intersession catalogue since before the October extended weekend and it is also available online. Thirty-two alumni will be participating in the intersession programs in conjunction with staff members. Bob Kapicka requested that a summary of the criteria utilized for the intersession proposals be made available to parents.

Veterans Day this year is a full school day (C Day), but there will also be a program focusing on the history and importance of the occasion in the afternoon.

Dismissal for Thanksgiving will be on Tuesday, November 22<sup>nd</sup> at 4:15 pm. Note that the students taking the Collinsville bus will be excused early at 2:15 pm.

Bob Hernandez (Student Life) reported on the following topics:

- He met with the Kane County Board of Health regarding the upcoming flu season. IMSA will post flu prevention tips on the website under the Health Office section as well as posting signs in the building and providing a checklist to students who will be traveling overseas. The Board of Health suggested that students get flu shots from their own doctors over Thanksgiving break. Bob noted that IMSA cannot provide flu shots at school. Bob stated that he would look into a suggestion by Mary Jordan and Bob Kapicka that IMSA provide alcohol-based anti-bacterial wipes for use by students in the cafeteria.
- Bob reiterated the need for parents to remove sick children from campus to prevent the spread of illnesses. The school policy is that students must leave campus for at least 24 hours if they have a temperature of 100.4 or more. He advised parents who do not live locally to make arrangements with local parents to provide housing for 24 hours.
- Red Ribbon Week is the week of October 23<sup>rd</sup> and focuses on drug and alcohol awareness. IMSA will have a guest speaker on the topic.
- The Natural Helpers program will occur on October 23-24 and will train a group of students in peer counseling techniques. These students were selected by their peers as individuals who would make good consultants.
- After being open throughout the first quarter, the snack shop closed due to lack of business last week.
- Mitch Roth asked about the progress of providing stress relieving activities for students. Bob stated that funds have been allocated to provide more Friday night

and weekend activities for students and IMSA is compiling a list of those activities which are being offered. One activity which has popular is dodgeball at 10 p.m. Bob will distribute the list to parents via email.

Gretchen Stauder (College & Academic Counseling) stated that the students are doing fabulously in their college preparations. In particular, she stated:

- Seniors students are turning in applications, checking emails and things are moving smoothly. Only two students missed the U of I application deadline and they informed CAC ahead of time. CAC has processed 600 college applications thus far. Gretchen reminded parents that seniors must turn in their paperwork for December deadlines by November 1<sup>st</sup>.
- 130 colleges have participated in the four college fairs held thus far. Gretchen said that parent Jody Bogdan gets a lot of the credit for the increased college participation.
- For the first time since she has been at IMSA, all of the juniors (except one!) were present and ready to take their PSAT test at 7:30 am on exam day. The results of the PSAT will be mailed home in December.
- Sophomore student will be meeting with CAC representatives in late November regarding their college goals and aspirations.
- On November 15<sup>th</sup>, the Financial Aid Director from Northern Illinois College will be at IMSA to discuss the financial aid process. The presentation starts at 7 pm and IMSA will tape the discussion.
- On April 22<sup>nd</sup> (College Day), the President of Knox College will make a presentation to the IMSA community.
- May 3<sup>rd</sup> is Earth Day and Audrey Wills is seeking speakers on environmental topics for the occasion.

After Gretchen's presentation, Mitch Roth commented that Prep HQ (available in the CAC section of the IMSA website) is a new incredible resource for senior parents and students. It provides detailed practical advice to parents and senior students regarding colleges, financing, scholarships and summer programs. Gretchen stated that juniors will register on Prep HQ in the spring and parents will have access to learn what colleges their students are interested in.

David Adler (Curriculum & Assessment) stated that there would be a presentation on Total Applied Learning for Entrepreneurs (TALENT) after the PAC meeting today. The program has 24 students in this pilot year.

David also noted that the IMSA programs are subject to an independent assessment every five years by outside experts. Last year, the assessment focused on English, History and Social Sciences. The report was recently received and the subject teams have developed action plans that will soon be shared that with the Board of Trustees. Thereafter, the summary and action plans will be made available to the IMSA community on November 16<sup>th</sup>. The Academic Committee will also meet with the subject teams to discuss the summary and action plans.

David noted that Fine Arts, Wellness and World Languages will be the focus of the independent assessment this year. Onsite visits by the outside experts will occur in February and March.

**New Business**

There was no new business.

**Announcements**

The next PAC Meeting is the downstate meeting which will be held in Peoria on November 5, 2005 at 10 a.m. Dr. Claiborn Skinner will speak about how IMSA is preparing students for the new SAT format (i.e., written essays.)

Laurie Hayes moved that the meeting be adjourned. Mary Jordan seconded. The meeting was adjourned.

Respectfully submitted by: Don Driscoll