

Illinois Mathematics and Science Academy®

igniting and nurturing creative, ethical, scientific minds that advance the human condition

IMSA Board of Trustees Regular Meeting

1500 Sullivan Road, Aurora, IL 60506

Horwitz Conference Room

March 19, 2014

Meeting Minutes

Call to Order

Chairman Griffin called the meeting to order at 8:38 a.m.

Roll Call

Ms. McKenna called the roll.

Members Present: Sheila Griffin, Eric Brown, Jay Budzik, Steven Isoye, Leslie Juby, Carey Mayer, Paula Olszewski-Kubilius, Erin Roche

Members Absent: Kathy He (arrived 8:50 am), Luis Núñez, Mary Kalantzis (arrived via teleconference 8:42 a.m.), Ana Rodriguez, Marsha Rosner, Karen Hunter Anderson, James Applegate, Christopher Koch and James Rydland

Closed Session # 1

Chairman Griffin requested a motion to go into closed session to review January 22, 2014 #1, February 19, 2014 and February 22, 2014 Closed Session Minutes, (5 ILCS 120/2 Sec. 2 (c) (21); Selection of a Person to Fill a Public Office, (5 ILCS 120/2 Sec. 2 (c) (3); Student Discipline, (5ILCS 120/2 Sec. 2 (c) (9); and Employment, Performance, Compensation and Discipline of Specific Employees, (5 ILCS 120/2 Sec. 2 (c) (1 & 3). She asked Britta McKenna, Cathy Veal and Mary Spreitzer to stay.

Trustee Juby motioned and Trustee Budzik seconded the motion to go into closed session. Voting aye were Trustees Griffin, Brown, Budzik, Juby, Mayer, Olszewski-Kubilius, Isoye, and Roche. The motion passed by a vote of 8 ayes to 0 nays.

Closed Session Held

Reconvene in Open Session

The Board reconvened in open session at 9:25 a.m.

Roll Call

Ms. McKenna called the roll. A quorum was present.

Members Present: Sheila Griffin, Eric Brown, Jay Budzik, Kathy He, Steven Isoye, Leslie Juby, Mary Kalantzis (via teleconference) Carey Mayer, Paula Olszewski-Kubilius, Erin Roche and James Rydland

Members Absent: Luis Núñez, Ana Rodriguez, Marsha Rosner, Karen Hunter Anderson, James Applegate and Christopher Koch

Liaisons Present: Pamela Blackwell (IMSA Fund Board), Melvin Bacani for IMSA Alumni Association, Eric Hawker for IMSA Faculty, Anthony Marquez for IMSA Student Council

Liaison Absent: JuliAnn Geldner for IMSA Parents Association Council

Chairman's Good News Items

Chairman Griffin asked Trustee Olszewski-Kubilius to read the following Good News Items:

IMSA junior Emma Sloan was selected as an Affiliate Award Winner of the National Center for Women and Information Technology Award for Aspirations in Computing; Senior Woohyun Shin earned a 36 on the ACT exam; Vinesh Kannan placed first in Extemporaneous Speaking and is an Illinois High School Association (IHSA) State Champion; and congratulations to IMSA students, teams and coaches for their wins at the National Academic Quiz Tournament State Championship and the National History Bee and Bowl (NHBB) State Competition.

Senior Steven Tan captured the 100-yard butterfly IHSA title in Evanston, becoming the first swimmer in academy history to win a State Championship.

Alumni Brittany James (2009) participated as an official volunteer translator and Cai O'Connell (2011) interned as an Olympic Guide for NBC Universal at the Sochi Olympic Games, both using skills acquired in IMSA classrooms.

IMSA hosted a group of French students - six girls and two boys - along with their teacher from Lycée Charlie Chaplin in Lyons from Feb 24 to March 3.

Research, co-authored by Biology teacher, Dr. Megan E. Schrementi, titled "Blockade of Mast Cell Activation Reduces Cutaneous Scar Formation" was published in the international, peer reviewed, online journal PLOS ONE on January 22, 2014.

A second article, co-authored by Ms. Barbara Miller, Director of Enrollment and Academic Opportunities and Ms. Adrienne Coleman, Multicultural Education Specialist, entitled "The IMSA PROMISE: Diverse Perspectives Do Enrich Understanding" appeared in the winter 2014 issue of *Understanding Our Gifted Journal*.

Dr. Noah Prince, mathematics faculty, co-authored a 20-page article titled "Total Acquisition in Graphs" that was published in Volume 27 Issue # 4 of the *Society for Industrial and Applied Mathematics Journal*.

IMSA celebrated Pi Day slightly early, on March 10th, with visitors Senator Daniel Biss (PhD in math) and Representative Mike Fortner (PhD in physics) who answered students' questions. Sen. Biss commented "...the students and faculty at IMSA are amazing and inspiring. It's always a joy to spend time there."

Trustees Participation in FY14 IMSA Fund Annual Giving Campaign

Chairman Griffin reminded IMSA Trustees, who have not contributed yet, to support the IMSA Fund for Advancement of Education's FY14 annual campaign.

Reports of Liaisons

Chairman Griffin reviewed criteria for liaison reports and welcomed Pamela Blackwell back from the IMSA Fund.

IMSA Fund Board for Advancement of Education

Ms. Blackwell spoke of all-time high fundraising results including Steve Chen's \$1M gift; the Fund Board's expanding membership; and continuing the feasibility study with a progress report expected to be available for the Board's May 16th meeting. Trustee Roche commended the Fund Board and Paul Milano on doing a great job. Trustee Budzik asked what Trustees can do to help. Ms. Blackwell responded that the Board of Trustees can match the Fund Board of Directors' 100% participation rate, and Mr. Milano spoke of fundraising, engagement and keeping invested.

IMSA Alumni Association

Mr. Melvin Bacani said alumni to alumni resources are lacking at the professional level, therefore the LinkedIn alumni footprint is being expanded to include career opportunities. He mentioned industry level interest groups being established, alumni sharing of career advice, job prospects, articles to assist with self-assessment, virtual resume reviews and interviewing tips.

IMSA Parents Association Council (PAC)

No report was provided.

IMSA Student Council

Anthony Marquez reported on the TALENT PowerPitch preliminary competition at 1871 with connections to investors and finals scheduled for April 29; Clash of the Halls events and the Student Council's third open forum of the year focusing on residential life and residential staff. Ms. Veal congratulated Anthony on his recent acceptance to Dartmouth College. Trustee He cited the importance of keeping the Board updated on students' perspectives, concerns and points of view. Anthony noted the Student Council website contains additional information and the link can be sent to Trustees.

IMSA Faculty

Dr. Eric Hawker thanked the Board for its dedication during the presidential search noting that though the faculty understands most details about the candidates must be kept confidential, they would like to know more about how the search is progressing. He mentioned the update memo of February 13 answered some questions but raised several others. He questioned the modified schedule and urged the Board to share as much as possible regarding the details of the search. Chairman Griffin said, "We want to be transparent," however she needs to speak to the Board and Mary Spreitzer before responding. Dr. Hawker also communicated faculty work on grades, curriculum mapping and logic models.

Board Business - Action Item

Minutes January 22, 2014, February 19, 2014 and February 22, 2014 Closed Sessions

Trustee Budzik motioned and Trustee Olszewski-Kubilius seconded the motion to approve the January 22, 2014, February 19, 2014 and February 22, 2014 Closed Session minutes as reviewed in this morning's Closed Session. Voting aye were Trustees Griffin, Brown, Budzik, He, Isoye, Juby, Kalantzis (via teleconference) Mayer, Olszewski-Kubilius and Roche. The motion passed by a vote of 10 ayes, 0 nays.

Report of the Treasurer

Kimberly Corrao addressed being very aggressive with the sweeps process to reallocate budgeted Educational Assistance Funds (EAF) so our appropriations are fully utilized by the end of this fiscal year. She said part of the sweeps money is being used to pay for the January emergency work in our residential buildings at a cost of about \$176,500. Trustee Budzik questioned goals. Ms. Corrao

addressed internal budgeting work for FY15 including going to individual departments to determine needs, using various means to avoid tapping into reserves and developing more structure. The Board conversed about the effects of higher student fees. Ms. Corrao pointed out the revenue estimates are conservative and the full impact of the fees will not be seen for three years.

Report of the President

Strategic Updates

Appropriations Hearings and Education Week Article

Cathy Veal cited scheduling changes in the FY15 Budget Appropriation Meetings moving the Senate to April 3 and the House to May 1. She praised Purva DeVol, Mary Spreitzer and Kimberly Corrao for their thorough preparation of extensive advance materials and commented on the challenges of showing legislators our quantitative, qualitative, economic, and social impact to Illinois. She said that logic models have helped to focus and there may come a time when an economic impact study will be needed. Trustee Olszewski-Kubilius suggested doing a comprehensive analysis to measure our contributions to the state and remarked that the North Carolina School study is a model of how to quantify results. Chairman Griffin agreed that conceptually it is a good idea.

Ms. Veal also conveyed Representative Linda Chapa LaVia's and Senator Linda Holmes' enthusiastic support and advocacy for the Illinois Mathematics and Science Academy (IMSA). She said Representative Chapa LaVia's recent letter to her General Assembly colleagues advising them of *Education Week's* recent article on IMSA, titled *STEM Academy's reach spans Illinois*, is linked to the appendix.

IMSA Fund Board of Directors

Ms. Veal announced that most of the recently elected 11 new Fund Board members are associated with the growing innovation and entrepreneurship ecosystem in Chicago, including 1871, and many are already engaging with us and contributing in significant ways. She thanked Paul Milano, IMSA Fund Directors John Hoesley, Pamela Blackwell, Ross Hemphill and Stephanie Pace Marshall, along with Consultant Lisa Deitlin for their leadership in identifying and cultivating the Fund Board prospects.

Admissions Applications and Summer@IMSA Registrations

Cathy Veal communicated some of the challenges with the new Hobsons Enrollment and Event Management System approved by the Board in July including the negative impact it has had on some of our relationships.

Mr. Bud Bergie indicated that the difficulties with admissions applications and extension programs may have been related to the modules. He said Hobsons' executives have committed to provide optimization work, agreed to deliver more and deeper training and will assist during the summer with validation of the applications process including the applications, online attachments and other areas to substantiate that the system works as required. He spoke of pushing on the events part of the system, and recommended going through the process with Hobsons for the next cycle, noting we do have the right to break the contract if it is done in the appropriate timeframe. He emphasized there had been only two bidders on this project, and he did not have any expectations of that changing in the future. Mr. Bergie said Hobsons' upgrades are done during university downtime, (January & February) which is our high demand window. Kelly Lofgren highlighted the need to identify whether the problem is a lack of appropriate training, our usage of the system or the actual system itself. She said we should be able to determine where we are after meeting with them.

Trustee Budzik acknowledged that the first year of a rollout is always a challenge and recommended developing a Plan B. Trustee Juby cited being uncomfortable with the situation and needing other plans. The Board discussed changing payment options in order to secure more responders for future procurements and IMSA's extra costs related to the system's failures. Ms. Corrao advised that the procurement processes and procedures are the same regardless of the funding source. Michelle Kolar affirmed that in addition to Ms. Lofgren's and the Admissions staffs' time, Professional Field Services had to find their own system to use for their programs, which incurred more expenses. Ms. Veal commended the leadership of Kelly Lofgren along with Rich Busby's and Bud Bergie's. Jim Rydland suggested that West Aurora might be able to help.

(Mary Kalantzis left the meeting a 10:09 am)

Educational Programs – Special Events

February 28th Professional Development Day was a success with a total of 224 participants and very position reviews; IMSA TALENT PowerPitch preliminaries featured a record number of 24 team pitches by nearly 50 student entrepreneurs from IMSA and other schools; Trustees are invited to attend the TALENT PowerPitch finals on April 29 at 1871 along with IMSAloquium on April 17.

Winter Weather Challenges

Ms. Veal offered "Good Riddance" to the winter of 2014 with special thanks to students, staff, parents and alumni for their flexibility with this year's winter challenges. Roll on, spring!

Consent Agenda

Ms. Veal recommended approval of the Consent Agenda as presented. A motion was made by Trustee Olszewski-Kubilius and seconded by Trustee Roche to approve the Consent Agenda as presented. Voting aye were Trustees Griffin, Brown, Budzik, He, Isoye, Juby, Mayer, Olszewski-Kubilius and Roche The motion passed by a vote of 9 ayes to 0 nays.

The following items were approved:

Minutes

- January 22, 2014 Regular Board Meeting
- February 19, 2014 Special Board Meeting
- February 22, 2014 Special Board Meeting

Personnel Items

Separations

Randy W. Arnold, Kabir M. Avraham

New Staff

Other Personnel – part-time employees, hired within the budgetary allocations for part-time, temporary services

Admissions - Cristina A. Chavez

Athletics/Co-Curricular - *Husain Abdulaziz, Darryl Carlson, Brian J. Carson, Tom McNulty, Joseph Mastrocola, Angela Smith,*

Fine Arts - *Nissa Sampson*,

Innovation and Entrepreneurship - *James A. Gerry*

IRC - *Lindsay A. Bumgarner*

Professional Field Services ALLIES - *Angela Kinney, Patrick Meallet, Jeremiah Olson*

Instructional Design Intern - *Beth M. Ruddock, J. Nicole VanMersbergen*

Rock Island Regional FUNSHOP Instructors - *Eli Kincaid, Benjamin Kirgan*

Security - *Justin R. Aloisio, Terrence A. Coleman, John J. Flannery, Mario E. Molina*

Professional Lobbyist Contract Renewal for FY15

Legal Services Contract Renewal for FY15

Student Policies – Minor Revisions

- Discrimination/Harassment of Students
- Meetings and Activities by Non-IMSA Sponsored Groups
- Pregnant Students
- Sexual Harassment and Intimidation of Students
- Student Distribution of Materials
- Student Expression
- Student Residency
- Students with Chronic Communicable Diseases

Illinois High School Association (IHSA) 2014-2015 Membership Renewal

Resolution # 31914 - Authorizing Application for Kane County Riverboat Funds and Execution of all Necessary Documents

Hewlett Packard (HP) Contract for Laptop Computers and Accessories

Mr. Bergie reviewed the Hewlett-Packard (HP) Laptop Computers statewide master contract for a total cost of **\$113,541.89** covering the purchase of eighty-nine (89) Hewlett-Packard (HP) EliteBook Folios, eighty-five (85) Laptop Docking Stations, and twenty (20) Compaq LED Backlit LCD Displays including HP's 4-year accidental damage protection and next-business-day on-site coverage.

A motion was made by Trustee Olszewski-Kubilius and seconded by Trustee Budzik to approve this contract. Voting aye were Trustees Griffin, Brown, Budzik, He, Isoye, Juby, Mayer, Olszewski-Kubilius and Roche The motion passed by a vote of 9 ayes to 0 nays.

ADDENDUM ACTION ITEM – Use of Reserve Funds for Residence Halls Project

Ms. Veal reported on an additional action item distributed to Trustees relating to a modification of the original Board action approved on September 18, 2013. She said we just learned that money will be saved on some the previous estimates for the residence halls exterior renovations occurring this summer, thus we now have the opportunity to insulate/cover the attic sprinkler system inside the halls in the same timeframe which will hopefully prevent a repeat of what happened in January.

She recommend modifying the original action item to approve the use of up to \$860,000 of IMSA's reserve funds, held in our Income and Locally Held Funds, to complete the external **and internal** portion of the Residence Halls Project if required.

A motion was made by Trustee Brown and seconded by Trustee Roche to approve the use of Reserve Funds for the Residence Halls Project as modified. Voting aye were Trustees Griffin, Brown, Budzik, He, Isoye, Juby, Mayer, Olszewski-Kubilius and Roche. The motion passed by a vote of 9 ayes to 0 nays.

INFORMATION AND DISCUSSION

Program Evaluation Policy

Ms. Veal remarked that last May the Board approved a new Program Evaluation Policy, recognizing "strategic and pragmatic needs for high quality, effective program evaluation in order to achieve the Academy's strategic objectives, improve practices and policies, ensure our innovation and leadership for the future, demonstrate return on investment to Illinois taxpayers and other funders, and secure additional investments." She said high quality logic models will help us address two of the six needs the Board identified for the Presidential Search, specifically to produce more institutional research and scholarship that demonstrate program effectiveness and "return on investment" and raise our public profile, thought leadership and influence in STEM education policy. She emphasized that this is not a featured agenda item, but a high-level information update requested by Trustee Roche, which will focus on logic models and will set the stage for other questions and potential future actions. She said two examples of logic models for Allies and Science were linked to the agenda.

Logic Models Progress

Chris Kolar described the logic modeling progress noting Professional Field Services, CoolHub and TALENT had head starts. He spoke of the need to establish a standardized approach and identify measurables, metrics and key performance indicators. He conveyed this is a different way of conceptualizing our programs, some of which did not even have articulated goals when the process began, and the tool being used comes from the Innovation Network's website Innonet.org. He said logic modeling work affords the institution a new degree of leadership continuity over time and mentioned working with partners on evaluations for FUSION and CoolHub as well as bringing in additional capacity. He shared a deadline of April 4th for faculty logic models, referenced goals and top program assessments.

Allies

Ms. Aziza Darwish briefly reviewed the Allies program, which provides high school students resources and exposure to STEM leadership opportunities located at IMSA Aurora, Beasley Academic Center in Chicago and the Chicago Math and Science Academy (CMSA). She said the Allies logic model process helped establish a comprehensive structure for the program, key goals were recognized, activities and outcomes were determined, and an evaluation plan was devised allowing initiation of a strategy to measure student achievement. She said the College and Workforce Readiness Assessment (CWRA) will be implemented in the fall of 2014, (Pre-Assessment) measuring 21st century skills of critical thinking, analytic reasoning, problem solving, and written communication skills and (Post-Assessment) in the spring of 2015 to determine the attainment of the goals and students' achievements at the end of the program. Trustee Roche said he would like more information on outcomes at a later meeting.

Science

Dr. Don Dosch commented on the Science Team addressing next generation science standards, which are captured in their logic model. He cited the team's awareness of upcoming changes and multiple conversations being held regarding program implementation. He emphasized that curriculum mapping is much more to the point for teaching and learning assessment of a course, and SMART Goals are used to further capture program evaluation. Ms. Veal acknowledged the complexity of the work to bring all these tools together. Trustee Roche asked about using Understanding by Design; Mr. Lawrence responded as SMART Goals are constructed, Understanding by Design pieces could be inserted. Trustee He questioned whether logic models are done on the program level or for each class. Ms. Veal replied that we are doing logic models for programs, but not courses.

Information Technology System Policies (Personnel and Students) – 1st Reading

Mr. Bud Bergie reported on rewriting policies to remove details for placement into separate procedures documents, as recommended by legal counsel, and to allow the Chief Information Officer authorization to change procedural documents on a regular basis as required. He spoke of privacy issues, adding language regarding the use of filtering devices, new policy sections, social networking passwords and cyber bullying. He mentioned that the attorney suggested some statement references should be put into Student Discipline. The policies will be on the May Consent Agenda for action.

Preview of Friday, May 16, 2014 Board Meeting

Ms. Veal remarked that the May Board meeting is scheduled on Friday as had been requested by Trustee Budzik. She said there will be three significant agenda items: 1) Multicultural Development Plan, 2) CAreer Development Reinforcing Excellence (CADRE), first reading and 3) Facility Master Planning (IMSA) and Feasibility Study (IMSA Fund), including were we are with the capital projects. She noted all three were among the named priorities for FY14 and in collaboration with others, Adrienne Coleman, Diane Hinterlong, John Wandolowski and Paul Milano are providing strong leadership.

Closed Session # 2

Chairman Griffin requested a motion to go into closed session to discuss Employment, Performance, Compensation and Discipline of Specific Employees, (5 ILCS 120/2 Sec. 2 (c) (1 & 3)). She asked Cathy Veal and Mary Spreitzer to stay.

Trustee Roche motioned and Trustee Isoye seconded the motion to go into closed session. Voting aye were Trustees Griffin, Brown, Budzik, He, Isoye, Juby, Mayer, Olszewski-Kubilius and Roche. The motion passed by a vote of 9 ayes to 0 nays.

Closed Session Held

Reconvene in Open Session

The Board reconvened in open session at 12:05 p.m.

Adjournment

Trustee Juby motioned and Trustee Budzik seconded the motion to adjourn the meeting. Voting aye were Trustees Griffin, Budzik, He, Isoye, Juby, Mayer, Olszewski-Kubilius and Roche. The motion passed by a vote of 8 ayes to 0 nays.

The meeting adjourned at 12:06 p.m.

Respectfully submitted,

Sheila MB Griffin
Chairman

Britta W. McKenna
Secretary Pro Tem