

# Illinois Mathematics and Science Academy®

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

## **IMSA Board of Trustees Regular Meeting**

**May 18, 2011**

**8:15 a.m. - 12 noon**

**Horwitz Conference Room**

**8:15 - 9:00 a.m. – closed session**

**9:00 a.m. - 12 noon – open session**

### **Call to Order**

The meeting was called to order by Chairman Isoye at 8:16 a.m.

**Members Present:** Steven Isoye, Jack McEachern, Jacklyn Naughton, Paula Olszewski-Kubilius, Luis Núñez, and Erin Roche (via phone conference).

**Members Absent:** Jay Budzik, Sam Dyson, Sheila Griffin, Mary Kalantzis, Marsha Rosner, Christopher Koch, Geoffrey Obrzut, George Reid and Jim Rydland

### **Closed Session**

Absent a quorum, Chairman Isoye indicated that the Board would go into closed session as a Committee of the Whole to discuss closed session minutes from the March 16, 2011 Board meeting, update on litigation and “probable or imminent” litigation, and employment, performance and compensation of specific employees (FY11 and FY12).

### **Closed Session Held**

### **Reconvene in Open Session**

The Board reconvened in open session at 9:00 a.m.

### **Roll Call**

Mrs. Veal called roll. A quorum was present.

**Members Present:** Steven Isoye, Jay Budzik, Sheila Griffin, Mary Kalantzis, Paula Olszewski-Kubilius, Jack McEachern, Jacklyn Naughton, Luis Núñez and Erin Roche (intermittently via teleconference)

**Members Absent:** Sam Dyson, Marsha Rosner, Christopher Koch, Geoffrey Obrzut, George Reid and Jim Rydland

**Liaisons and Representatives Present:** Shawon Jackson and Aadi Tolappa for IMSA Student Council, Stuart Bloom for IMSA Parents Association Council, Stephanie Pace Marshall for IMSA Fund Board, Dan Gleason for IMSA Faculty and Matthew Knisley (via teleconference) for IMSA Alumni Association

### **Chairman's Remarks**

Chairman Isoye congratulated IMSA's State Champion Scholastic Bowl Team members and coaches. They shared impressions of the tournament and sample questions.

### **ACTION ITEMS**

#### ***Minutes of March 16, 2011 Board Meeting Closed Session***

A motion was made by Trustee Núñez and seconded by Trustee Naughton to approve the minutes of the March 16, 2011 Board Meeting closed session as presented. Voting aye were Trustees Isoye, Budzik, Griffin, Kalantzis, Olszewski-Kubilius, McEachern, Naughton and Núñez. The motion passed by a vote of 8 ayes, 0 nays.

#### ***Board Meeting Calendar for FY12***

A motion was made by Trustee McEachern and seconded by Trustee Núñez to approve the FY12 Board meeting dates. Voting aye were Trustees Isoye, Budzik, Griffin, Kalantzis, Olszewski-Kubilius, McEachern, Naughton and Núñez. The motion passed by a vote of 8 ayes, 0 nays.

Chairman Isoye asked Board members to put the dates on their calendars for next fiscal year noting there are a number of important items for voting in July.

### **Reports of Liaisons**

#### ***Students***

Shawon Jackson spoke of students promoting diversity through the annual Casa de Alma show, interacting with State legislators at IMSAloquium, engaging in research, releasing the first issue of the IMSA Minority Report, and traveling to Ecuador to engage in a service project and enhance language skills. He introduced the new Student Council President, Aadi Tolappa, who will be the student liaison to the Board in FY12.

#### ***Faculty***

Dr. Dan Gleason shared a partial list of academic activities faculty will undertake during the summer, evidence of their commitment to learning, teaching and research.

#### ***Parents***

Stuart Bloom reported revitalizing the Parents Association Council's (PAC) Academic Committee, supporting the work of the Academic Services staff, working to increase parents' involvement to ensure the success of their students and continuing to work towards PAC's fundraising goals. He announced that all PAC leaders were re-elected to serve another term.

#### ***Fund Board***

Stephanie Pace Marshall reviewed the preliminary outcomes of the Fund Board retreat, top line year-to-date financials and development summary. She thanked Chairman Isoye and Trustee Núñez along with Dr. McGee and staff for their participation in the retreat. She shared the Fund Board goals for the next 4-5 years, with a focus on raising significant dollars for Endowment (Marshall Endowment to Ignite Innovation), IMSA FUSION and IMSA Energy Center, and said the Fund Board was pleased to support the IMSA-ALS event.

#### ***Alumni***

Matthew Knisley thanked Maliha Mustafa '00 and Winn Wasson '01 for filling in for him this year. He reported on 100% participation by the IAA Cabinet in the IMSA Fund's FY11 annual giving

campaign, successful alumni events in New Your City and Boston, the upcoming Chicago event, Alumni Weekend on July 22-23, and participation in the Alumni website.

### **Report of the Treasurer**

Mr. Furlong reported that April results were “relatively unremarkable,” though changes in the procurement regulations are affecting the annual sweeps process and IMSA’s ability to utilize its full appropriation. He said modifications in budgeting, spending and the sweeps process would need to change going forward, based on legal and procedural changes in Springfield.

### **Report of the President**

#### ***Reflections and Observations***

Dr. McGee mentioned Shawon Jackson’s recognition by the Illinois legislature and Aadi Tolappa’s election as “Governor” of Junior State of America (JSA). He noted the Prom was extraordinary. He reported that the state budget is still in flux, the House recommended level funding, the Senate a 5½ decrease, and the invited request for additional funding for IMSA FUSION likely would not be supported. He reviewed recent national and international projects in which he’s involved.

### **ACTION ITEMS**

#### **Consent Agenda**

Dr. McGee recommended approval of the Consent Agenda.

A motion was made by Trustee McEachern and seconded by Trustee Núñez to approve the Consent Agenda. Voting aye were Trustees Isoye, Budzik, Griffin, Kalantzis, Olszewski-Kubilius, McEachern, Naughton and Núñez. The motion passed by a vote of 8 ayes, 0 nays.

The following items were approved:

#### ***Minutes***

Board Meeting, March 16, 2011

#### ***Personnel Items***

#### **Resignations**

*Amy Conyers, Coordinator for Admissions*

*Sonja K. Birthisel, Resident Counselor*

*Corey Dorsey, Resident Counselor*

*Daniel R. Gilford, Hall Coordinator*

*John Kane, Resident Counselor*

*Andrea Mason, Hall Coordinator*

*Karen L. Misura, Human Resources Information System Analyst*

*Jane G. Seidel, Professional Development Specialist for Problem-Based Learning*

*Jamie L. Tweedle, Instructional Program Assistant, Student Inquiry and Research*

#### **Retirements**

*Dolores A. Haith, Day Hall Supervisor*

*Lynn D. Homerding, Day Hall Supervisor*

### **New Staff**

*Brian T. Grublesky, Professional Development Specialist for Problem-Based Learning*  
*Nicole M. Hoffman, Part-time Field Office Coordinator for the Quad Cities*

### **Change of Status**

*Carla D. Carreno, from Accounting Technician – Local Funds and Travel to Human Resources Information System (HRIS) Analyst*

### **Part-time Hourly Staff**

#### **a. AP Proctors**

<i>Curtis Boyd</i>	<i>Kristin DeBellis</i>
<i>Michelle McGhee</i>	<i>Caitlin McMahon</i>
<i>Kerby Mickelson</i>	<i>Christina Smith</i>
<i>Susan Wrona</i>	<i>Melinda Weaver</i>

#### **b. Athletic/Co-Curricular/Sponsor Stipends**

##### **Athletic Stipends**

*Quintin Backstrom, Assistant Coach – Baseball*  
*Maricela Ballines, Assistant Coach – Girls Soccer*  
*James Bernardini, Head Coach – Boys Tennis*  
*Sam Bonafede, Head Coach – Softball*  
*William Bueschen, Assistant Coach – Baseball*  
*Kevin Choate, Assistant Coach – Girls' Softball*  
*William Gentzler, Assistant Coach – Girls Soccer*  
*Dan Gilford, Assistant Coach – Boys Tennis*  
*Bart Gregersen, Assistant Coach – Coed Track and Field*  
*Branson Lawrence, Part-time Head Coach – Bass Fishing*  
*David Lundgren, Assistant Coach – Boys Tennis*  
*Caitlin McMahon, Assistant Coach – Boys Volleyball*  
*Emma Miller, Assistant Coach – Boys Volleyball*  
*Jim Miller, Sponsor – Robotics*  
*Allison Miner, Head Coach – Boys Volleyball*  
*Renard Miller, Head Coach – Baseball*  
*Elizabeth Navis, Head Coach – Coed Track and Field*  
*William Navis, Assistant Coach – Coed Track and Field*  
*Roberto Suarez, Sponsor – Robotics*  
*Sal Tamayo, Head Coach – Girls Soccer*  
*David Wallis, Sponsor – Robotics*  
*Timothy Warren, Assistant Coach – Coed Track and Field*

***\*All compensation due Kevin Choate for his duties and responsibilities as Assistant Coach - Girls' Softball has been generously donated by him to the IMSA Girls' Softball Team.***

#### **c. Business Office**

*Janice Held, Additional Payroll Responsibilities*  
*Jessica Martinez, Temporary Office Help*

**d. Human Resources**

*Louise Dorsey, Data Entry Clerk*

**e. Problem Based Learning (PBL) - Stipends**

*Amy Barnes, Margaret Mills, Karl Dreyer, Marc Deem and Carolina Salinas - PBL Problem Design for PBL Coaching Institute (sleuths) program*

*Ray Stadt, Team Leader for Summer 2011 Problem Design Team and PBL Problem Design for PBL Coaching Institute (Sleuths) program and Problem-Based Learning Design Institute Facilitator*

*David Workman, PBL Design Institute Facilitator*

**f. Principal's Office**

**2010-2011 Academic Year (Second Semester) – Science Faculty, overload stipend**

*Dr. Susan C. Styer*

**Increase of \$2,500.00 to FY12 base salary for faculty members moving to a continuing contract status in CADRE:**

*Dr. Mark Carlson, Science*

*Michelle Cheng, World Languages-Chinese*

*Dr. Peter B. Clancy, Science*

*Dr. Eric Hawker, Science*

*Dr. Jeonghye Hwang, Science*

*Dr. Eric Smith, History/Social Science*

*Dr. Anita Connors White, Science*

**g. Professional Field Services**

*Curtis Boyd, Statewide Student Initiatives Saturday Adult Supervision – Stipend*

**Statewide Student Initiatives (SSI) Summer Programs**

*Summer Assistants - Brendan Dosch, Brian Flynn, Meghan Carroll and Abigail Lawrence*

**Re-Employment of Current Personnel**

**Effective July 1, 2011 through June 30, 2012, in accordance with Board Policy GBB, *Employment and Compensation*, contingent on authorized funding for FY12, a satisfactory FY11 performance review and continued acceptable performance. Approval of this recommendation does not imply a contractual arrangement for this period with individuals whose positions are subsequently not re-funded in FY12 or who voluntarily or involuntarily have their employment terminated.**

**a. Faculty**

Faculty who will continue their employment in FY12 under the CADRE system:

*John Bonie, Adjunct*

*John Stark, World Languages-German (.50)*

Faculty who will enter the second year of the Initial 2-Year Contract:

*Dr. Leah A. Kind, English*  
*Deborah D. Sanders, World Languages-French*

Faculty who will enter the first year of the Second 2-Year Contract:

*Maria D. Atienza-Gabás, World Languages-Spanish*  
*William J. Gentzler, Wellness*  
*Adam C. Kotlarczyk, English*  
*David S. Lundgren, Wellness*  
*Erin C. Micklo, English*  
*Dr. Megan E. Schrementi, Science*  
*Nicole L. Trackman, English*  
*Sarah E. Wiggins (PT), Fine Arts*

Faculty who will enter the second year of the Second 2-Year Contract:

*Dr. Peter J. Dong, Science*  
*Dr. Phadmakar A. Patankar, Mathematics*  
*Dr. Noah B. Prince, Mathematics*

Faculty who will enter the first year of the Continuing Contract:

*Dr. Mark Carlson, Science*  
*Michelle Cheng, World Languages-Chinese*  
*Dr. Peter B. Clancy, Science*  
*Dr. Eric Hawker, Science*  
*Dr. Jeonghye Hwang, Science*  
*Dr. Eric Smith, History/Social Science*  
*Dr. Anita Connors White, Science*

Faculty (full-time/part-time) whose Continuing Contract will be renewed:

*Dr. Sowmya Anjur, Science*  
*Jonathan Besancon, World Languages – Japanese*  
*Margaret Cain, English*  
*Dr. Steven Condie, Mathematics*  
*Brenda Crosby, World Languages – French*  
*Dr. David DeVol, Science*  
*Dr. Donald Dosch, Science*  
*Ruth Dover, Mathematics*  
*Dr. Lee Eysturlid, History/Social Science*  
*Dr. Micah Fogel, Mathematics*  
*Dr. Daniel Gleason, English*  
*Dr. Michael Hancock, English*  
*Paavo Husen, World Languages – Russian*  
*Dr. Kathryn Kadel, History/Social Science*

*Mark Kamrath, Mathematics*  
*Dr. Michael Keyton, Mathematics*  
*Dr. Robert Kiely, History/Social Science*  
*Dr. Janice Krouse, Mathematics*  
*Branson Lawrence, Science*  
*Dr. Vincent Matsko, Mathematics*  
*Mary Beth McCarthy, Fine Arts*  
*Agnieszka Michalak, World Languages – German*  
*Mary Myers, Wellness*  
*Dr. Christian Nøkkentved, History/Social Science*  
*Sarah O’Leary-Driscoll, Science*  
*Jose Palos, World Languages – Spanish*  
*Namrata Pandya, Mathematics*  
*Dr. Donald Porzio, Mathematics*  
*Dr. Aracelys Rios, Science*  
*Deborah Scarano, Science*  
*Brooke Schmidt, Science*  
*Clay Sewell, Fine Arts*  
*Dr. Claiborne Skinner, History/Social Science*  
*Richard Stalmack, Mathematics*  
*Dr. Susan Styer, Science (.50) SIR (.25)*  
*Tracy Townsend, English*  
*Joseph Traina, Science*  
*Dr. James Victory, History/Social Science*

**b. Re-invitation of Residential Life Staff:**

Resident Counselors, 10-month, effective August 11, 2011 - June 4, 2012:

<i>Reuel Abraham</i>	<i>Michelle McGhee</i>
<i>Ishmael Bew</i>	<i>Caitlin McMahon</i>
<i>Kristen DeBellis</i>	<i>Samuel Pettigrew</i>
<i>Lani Gordon</i>	<i>Quinn Ryan</i>
<i>Amanda Gray</i>	<i>Kurt C. Schliep</i>
<i>Michael Hoehn</i>	<i>Emily Todd</i>
<i>Michael Juell</i>	<i>Troy Tonsil</i>
<i>Tammy Larson</i>	<i>Jakendra Williams</i>

Hall Coordinators, 10-month, effective August 3, 2011 - June 4, 2012:

<i>Curtis Boyd</i>	<i>Kerby Mickelson</i>
<i>Lauren Lutz</i>	<i>Sarah Thevenin</i>

**c. Administrators, effective dates in accordance with appointments and agreements:**

12-month, effective July 1, 2011 - June 30, 2012:

*Arnold Crater, Executive Director for Informational Technology Services (ITS)*  
*Patrick Furlong, Vice President for Business and Finance/Chief Financial Officer*  
*James Gerry, Director for Innovation and Entrepreneurship*

*Dr. Robert Hernandez, Director for Student Leadership Development*  
*Michelle Kolar, Executive Director for Professional Field Services*  
*Barbara Miller, Director for Enrollment and Academic Services*  
*Roger Spayer, Executive Director for Human Resources*

Three-year, effective July 1, 2011-June 30, 2014:

*Dr. Eric McLaren, Principal/Vice President for Academic Programs, modeled after three-year contract for FY09-FY11*

NOTE: *Catherine Veal, Vice President for Strategy and Innovation, will be on the second year of a three-year contract for FY11-13, approved by the Board in 2010.*

**d. Support/Leadership Staff**, effective dates in accordance with FY12 appointments and agreements:

10-month, effective August 15, 2011 - June 4, 2012:

*Paula Altekruse, Coordinator of Academic Support*  
*Michael Dunn-Reier, Coordinator for Athletic/Co-Curricular Activities*  
*Dr. David Evenson, Counselor*  
*Barton Gregersen, College and Academic Counselor*  
*Margaret Hernandez, Coordinator of Strategic Operations*  
*Diane Hinterlong, Assistant Principal for Curriculum, Instruction and Assessment*  
*Julia Husen, Coordinator of College and Academic Counseling*  
*Deborah Weidner McGrath, Counselor*  
*Dr. Judith Scheppler, Coordinator for Student Inquiry and Research, Grainger Center for Imagination*  
*Suzanne Speulda, College and Academic Counselor*  
*Roberto Suarez, College and Academic Counselor*  
*Raymond Urbanski, Supervisor, Grainger Workshop (.50)*

10-month, 185-day contract between July 1, 2011 - June 30, 2012

*Paula Garrett, Coordinator, Information Resources Center/Electronic Media*  
*Jean Bigger, Technical Service Assistant*  
*Jean Evans, Collection Development and Reference Librarian*  
*Angela Richardson, Circulation/Interlibrary Loan Supervisor*

12-month, effective July 1, 2011 - June 30, 2012:

*Quintin Backstrom, Admissions Counselor*  
*James Bondi, Chief of Security*  
*Thomas Brandenburg, Building and Grounds Supervisor*  
*Brenda Buschbacher, Coordinator for Public Information*  
*Carla D. Carreno, Human Resources Information System (HRIS) Analyst*  
*Julie Christman, Grants Administrator*  
*Adrienne Coleman, Coordinator for Multicultural Recruitment Initiatives*  
*Janett Cordovés, Assistant Director for Student Life – Residence Life*  
*Kimberly Corrao, Controller*



*Linsey Crowninshield, Assistant Director for Student Life – Leadership and Services*  
*Ralph Flickinger, IT Helpdesk Manager/Senior IT Support Engineer*  
*Jeremy Hicks, Junior Systems Administrator*  
*Evelyn Ho-Wisniewski, Research and Evaluation Associate*  
*Carolyn Johnson, Coordinator for Alumni Engagement*  
*Terry Jones, UNIX Administrator, IT*  
*Timothy Klomhaus, Supervisor for Facilities and Administrative Services*  
*Christopher Kolar, Coordinator for Research and Evaluation*  
*Dr. Leon Lederman, Resident Scholar*  
*Jon Marks, Support Engineer/Lead Trainer, IT*  
*William McGrail, Producer/Media Director*  
*W. Keith McIntosh, Associate Director for Student Life*  
*Burns Rafferty, Support Engineer, IT*  
*Dr. Purva Rushi, Project Director for Legislative Relations/Strategic Plan Research*  
*Chitrarekha Saha, Database Administrator/Programmer, IT*  
*Greta Salamando, Coordinator for Individual Giving*  
*Jennifer Spuehler, Director for Development*  
*Jane St. Pierre, Director for Marketing and Communications*  
*Diane Stegmeyer, Registrar*  
*Steven Terrell, Senior Network and Information Security Engineer, IT*  
*Chevonne Totten-Garner, Admissions Counselor*  
*Thomas Walter, Director of Operations for IMSA Fund and Advancement*  
*Fred Yankowski, Application Developer, IT*  
*Steven Zant, Human Resources Generalist*

### **Returning Staff by Appointment**

12-month, effective July 1, 2011 - June 30, 2012:

*Renee Anderson, Curriculum and Professional Development Specialist, IMSA FUSION*  
*Latasha Battie, Field Office Coordinator – Chicago*  
*Dr. Susan Bisinger, Program Director for Statewide Educator Initiatives*  
*Jami Breslin, Project Director for IMSA FUSION*  
*Richard Busby, Director of Operations for Professional Field Services*  
*Dr. Raymond Dagenais, Curriculum and Professional Development Specialist, IMSA FUSION*  
*Lucinda Dittmer, Professional Development Specialist, Problem-Based Learning*  
*Julie Dowling, Statewide Student Initiatives Specialist*  
*Joan Dorion, Bookkeeper (.80)*  
*Colleen Geihm, Administrative Assistant for Principal/Vice President for Academic Programs*  
*Debra Gerdes, Project Director for Problem-Based Learning*  
*Jean Gotkowski, Site Support Specialist, IMSA FUSION (.50)*  
*Brian T. Grublesky, Professional Development Specialist, Problem-Based Learning*  
*Loretta Gustello, Site Support Specialist, IMSA FUSION (.50)*  
*Wendy Habel, Site Support Specialist, IMSA FUSION (.50)*  
*Dr. Carl Heine, Lead Innovation Architect, CoolHub.IMSA and TALENT*  
*Nicole M. Hoffman, Field Office Coordinator for the Quad Cities Region of Illinois (.50)*  
*Mary Lou Lipscomb, Curriculum and Professional Development Specialist, IMSA FUSION*

*Michelle Malenke, Executive Assistant for the President*  
*Linda Malone, Site Support Specialist, IMSA FUSION (.50)*  
*Elizabeth Martinez, Curriculum and Professional Development Specialist, IMSA FUSION*  
*Tracy Miller, Project Director for Statewide Student Initiatives*  
*Manuel Perez, Statewide Student Initiatives Specialist*  
*Sharon Poynter, Site Support Specialist, IMSA FUSION (.50)*  
*Dawn Waller, Field Office Coordinator – Metro East*  
*Betsy A. Wisdom, Support Specialist, IT*

**e. Instructional Program Assistants**

10-month, effective August 15, 2011 - June 4, 2012:

*Vicki Burgholzer, Science*  
*Daniel Hernández, Wellness Program Assistant (.50)*  
*Ron Hurlbut, Mathematics*  
*Sharon McMurray, Humanities*  
*Julie Polz, Science*

**f. Custodial/Maintenance Staff, 12-month, effective July 1, 2011 - June 30, 2012:**

<i>Shawn Albright</i>	<i>Jim Linden</i>
<i>Byron Bowling</i>	<i>R.C. Mitchell</i>
<i>Anthony Burgholzer</i>	<i>Ronald Payton</i>
<i>Jim Conner</i>	<i>Avellino Ramirez Jr.</i>
<i>John Eggenberger</i>	<i>Richard Reynolds</i>
<i>Timothy Hanouw</i>	<i>Erich Sorenson</i>
<i>Steven Hartman</i>	<i>Ralph Weimer</i>
<i>Philip Johnson</i>	<i>Tom Weindorf</i>
<i>Kim Lehman</i>	

**g. Day Hall Supervisors, 10-month, effective August 16, 2011 through June 4, 2012:**

<i>Virginia Harris</i>	<i>Nancy Walser</i>
<i>David Heffernan</i>	<i>Joshua Wolfgang</i>
<i>Adeline Johnson</i>	

**h. Secretarial/Clerical Staff, effective July 1, 2011 through June 30, 2012:**

<i>Janine Barajas</i>	<i>Paula Miller</i>
<i>Phyllis Chesnut</i>	<i>Jeanie Mowrer</i>
<i>Laurie Craig</i>	<i>Dalia Nilles</i>
<i>Ann-Thelma Donohue</i>	<i>Jane Overstreet</i>
<i>Rosemary Forni</i>	<i>Nancy Pavlik (.50)</i>
<i>Karen Gholson</i>	<i>Antonette Petersen</i>
<i>Jennifer Gatske</i>	<i>Chris Reader</i>
<i>Blake Goble</i>	<i>Barbara Rowe</i>
<i>Ellyn Heinz</i>	<i>Sandra Ruksakiati</i>
<i>Janice Held (.50)</i>	<i>Karen Ruscitti</i>

<i>Minerva Juarez</i>	<i>Mary Seegers (.60)</i>
<i>Brenda Kardatzke</i>	<i>Emily Sites (.475)</i>
<i>Sandra Kehl</i>	<i>Minda Smith</i>
<i>Dorothy Krett</i>	<i>Brenda Sumbry</i>
<i>Amanda Lee</i>	<i>Laurie Sutherland</i>
<i>Nancy Luebke (.50)</i>	<i>Sherry Tracey</i>
<i>Maria Magana</i>	<i>Shirley Wyeth</i>

**i. Secretarial/Clerical Staff, 10-month, effective August 15, 2011 through June 4, 2012:**

*Brenda Bazan*

**j. Security Staff, 12-month, effective July 1, 2011 through June 30, 2012:**

<i>Dale Arentsen</i>	<i>Patrick Koffler</i>
<i>James Bellon</i>	<i>James Read</i>
<i>Melissa Chesney</i>	<i>Alois Tiegelmann</i>
<i>Jeff Davis</i>	<i>Aron Walker</i>
<i>Antonio Gutierrez Jr.</i>	

**Academic Team Leadership Roles** for the 2011-2012 academic year:

**Operational Coordinators** facilitate the operational/logistical needs of teams. They will receive a stipend or planning time for FY12:

<i>English</i>	<i>Tracy Townsend</i>
<i>Fine Arts</i>	<i>Clay Sewell</i>
<i>History/Social Science</i>	<i>Rob Kiely</i>
<i>Mathematics</i>	<i>Don Porzio</i>
<i>Science</i>	<i>Branson Lawrence</i>
<i>Wellness</i>	<i>Mary Myers</i>
<i>World Languages</i>	<i>Agnieszka Michalak</i>

**Curriculum and Assessment Leaders** facilitate the development, design and implementation of curricula and assessments that are aligned with each respective team's purpose, goals and learning standards. They will receive .25 - .50 release time or a stipend for FY12:

<i>English</i>	<i>Dan Gleason</i>
<i>Fine Arts</i>	<i>Clay Sewell</i>
<i>History/Social Science</i>	<i>Christian Nøkkentved</i>
<i>Mathematics</i>	<i>Janice Krouse</i>
<i>Science</i>	<i>Sue Styer</i>
<i>Wellness</i>	<i>Mary Myers</i>
<i>World Languages</i>	<i>Michelle Cheng</i>

***Illinois High School Association (IHSA) Membership Renewal***

***Computer Science Graduation Requirement***

### ***Policies***

- *Information Technology System (ITS) Students Policy*
- *Information Technology System (ITS) Personnel Policy*
- *Staff Religious Holidays*
- *Release of Credit Information Policy*

### ***Library Grant Report***

### ***Modifications to 2011-2012 Academic Calendar***

### **Food Service Contract Amendment FY11**

Dr. McGee recommended approving the Food Services Contract Amendment for FY11 to include catering services. A motion was made by Trustee Griffin and seconded by Trustee Budzik to approve the amendment. Voting aye were Trustees Isoye, Budzik, Griffin, Kalantzis, Olszewski-Kubilius, McEachern, Naughton and Núñez. The motion passed by a vote of 8 ayes, 0 nays.

### **Vendor Contracts – Temporary Delegation of Contract Approval Authority**

Due to changes in the state's procurement process, Mr. Furlong asked the Board to approve a temporary delegation of authority to Dr. McGee in order to ensure that the contracts listed below are fully authorized before their implementation, subject to the conditions shown:

#### FY11 Contracts:

- Personal Computer Contract – Purchase 182 replacement laptop computers from a vendor to be determined, for an amount not to exceed \$275,000

#### FY12 Contracts:

- Food Services Contract renewal with Sodexo for the second year of the ten-year renewal option, from August 1, 2011, through July 31, 2012, for an amount not to exceed \$1,260,000, which includes student meals and catering
- Health Services Contract with a vendor to be determined for the period from August 1, 2011, through July 31, 2012, and for an amount not to exceed \$150,000

Trustee Núñez questioned what would happen if the contracts exceed the amount estimated. Mr. Furlong responded that one contract still needs to go out to bid, and if the amount was exceeded, which is not anticipated, additional Board action would be needed.

A motion was made by Trustee Núñez and seconded by Trustee Naughton to approve the temporary delegation of contract approval authority to Dr. McGee, as presented. Voting aye were Trustees Isoye, Budzik, Griffin, Kalantzis, Olszewski-Kubilius, Naughton and Núñez. Trustee McEachern abstained. The motion passed by a vote of 7 ayes, 0 nays.

### **FEATURED AGENDA ITEMS**

#### **Strategic Plan Strategy 3**

Jane St. Pierre reviewed progress on Strategy 3, including securing preliminary information about staff/faculty affiliations with STEM organizations, monitoring and tracking STEM groups and working with IMSA's Human Resources to develop a database repository that will document faculty/staff affiliations with STEM organizations, and processes for consulting services. She highlighted logic models for professional development programs, the importance of relationships and partnerships, and the creation of the new online Science Resource Center that will provide features for collaboration, networking and training. She invited recommendations for organizations and individuals Trustees see as prospective strategic collaborators/partners to help expand the development, delivery, support and evaluation of IMSA's products and services grounded in imagination and inquiry.

Trustee Kalantzis congratulated the team on its achievements. She recommended focusing on growing current programs including through the field offices. She stressed the need for overarching and coherent branding, positioning and promotion. She pointed out that IMSA needs an "umbrella" that brings everything together.

Trustees discussed assembling nodules in a coherent way to build the whole, performing needs assessment throughout the state, exporting programs and services, recognizing the value in processes, determining how other schools evaluate, defining the customer base, finding something everyone uses and contacting alumni for assistance.

Dr. Marshall commented: "you can create your own brand in house or you can document the experience of the user and derive the brand based on what the user tells you."

Trustee Griffin noted that in business the rule is to keep it simple, "What do they know and what do you want them to know?"

Dr. McGee pointed out that new opportunities for documenting what we want to accomplish are significant.

The Strategy 3 video can be viewed at <http://vimeo.com/23380517>. Password: Expansion

### **IMSA Field Office in Chicago**

Michelle Kolar introduced Dawn Waller, Field Office Coordinator, Metro East region, and Nicole M. Hoffman, Part-time Field Office Coordinator, Quad Cities region. Ms. Kolar highlighted Chicago Field Office successes, preliminary returns on investments, collaborative partnerships and innovations. She reviewed funding, efforts to create capacity, volunteer programs with alumni and others, running the Allies program in Chicago with Tracy Miller's assistance, expanding IMSA FUSION and Allies, being proactive and the challenge of finding the appropriate balance with regard to the total portfolio of offerings.

Trustee Olszewski-Kubilius asked staff what they have learned about the most important things to do with teachers to have the greatest impact. Ms. Kolar responded that working with teachers over a long period of time is key, emphasizing the need for "multiple touches." She discussed professional development – "what I do, what we do, what you do" – and helping teachers apply learnings in their classrooms.

Trustees discussed the importance of determining and focusing on what is most effective; Trustee Olszewski-Kubilius: “do what works and forget all this other stuff.” She said the goal should be to come back next year and have an IMSA model design: “That’s the whole [Trustee Kalantzis] was talking about.”

Trustee Budzik characterized the IMSA professional development model as “high touch, high quality, long-term,” pointing out a key challenge: “how to scale” and achieve a “network effect.”

Trustees Kalantzis and Olszewski-Kubilius emphasized the need for data about values and goals not just activities. Chris Kolar said the logic models are the first step. He pointed out the clear distinctions between outputs (how many lunches, etc.) and outcomes (what do they do now and what are they doing differently) noting that the project evaluation plans will be put out for bid. He spoke of looking at changed teacher behaviors in the classroom, hiring evaluators with specific questions and evaluating IMSA FUSION, Problem-Based Learning, Allies (student teaching similar to Golden Apple) and Teacher Candidate Institutes.

Dr. McGee pointed out that according to the report outcomes, data is scheduled for November.

Trustee Griffin asked about a continuity program; Ms. Kolar replied “we have the beginning of it.”

The video can be viewed at: <http://vimeo.com/23380622>. Password: IMSAFO

## **INFORMATION AND DISCUSSION ITEMS**

### **Expansion Planning – Deloitte Recommendations, IMSA STEM Center**

Trustee Kalantzis questioned why this item was on the agenda, stating “I thought we were finished with this last time.” Dr. McGee and Ms. Veal addressed how the previous discussion ended, with no official vote but a clear understanding that the Board did not support *residential* campus expansion options.

Dr. McGee referred to the Deloitte roadmap and final recommendations and asked if Trustees would like more time for a longer discussion of the IMSA STEM Center model or if they wanted to decide today to endorse further study of this model, or not. Ms. Veal reviewed the history of expansion planning, noting the Board’s decision of record (vote) in March 2010 to authorize a needs assessment/feasibility study of the four campus expansion models and summarizing developments since then, including the Board’s “criteria for expansion.”

Dr. McGee and Trustees discussed the STEM Center model in particular and expansion planning in general. Trustee Olszewski-Kubilius commented “you don’t need to create another campus to meet the Board’s criteria.” Trustee Núñez added “we can only have so many balls in the air at the same time.” Trustee McEachern advised to stop calling it a STEM “center” and Trustee Kalantzis said “a laboratory can’t do what a bureaucracy can do.”

Trustees agreed that expanding IMSA’s reach and impact was important and suggested the administration explore alternatives to achieve a vision for expanding programs and services rather than pursuing the establishment of additional campuses. Dr. McGee recommended official Board action to make clear the Academy’s position.

Trustees agreed not to continue expansion planning in the form of another campus and recommended language for a vote. In the interest of time, Ms. Veal agreed to finalize the wording for this and send it to Trustees for review and endorsement following the meeting. *Secretary's Note: This was done and the following language was endorsed.*

A motion was made by Trustee McEachern and seconded by Trustee Naughton to conclude the Board's study of the four campus expansion models presented at the March 17, 2010, Regular Board Meeting, and not to pursue these further. Voting aye were Trustees Isoye, Budzik, Griffin, Kalantzis, McEachern, Naughton, Núñez and Olszewski-Kubilius. The motion passed by a vote of 8 ayes, 0 nays.

Dr. McGee thanked the Board for its thoughtful deliberations. He said the Board's counsel and criteria for expansion will help staff focus efforts during the current Strategic Plan and set the stage for future possibilities.

*Trustee Griffin left the meeting.*

### **Data Retreat Follow-up**

Dr. McGee discussed the key question and recommended timelines for fulfilling, documenting and submitting various data reports (outputs and outcomes) to the Board. He reviewed the proposed monthly, quarterly and rolling annual reporting, wondering if this was "too much data reporting;" Trustee Kalantzis concurred, advising "make it simpler...what will count for impact?" Trustee Olszewski-Kubilius thanked Mr. Kolar for his helpful distinction between outputs and outcomes data, noting that the outcomes data is what the Board wants to talk about most. Trustee Budzik said he was interested in a picture of the budget, where the money comes from and where it goes. Dr. McGee said staff would refine the reporting cycle document and package it differently based on the Board's feedback. He thanked Trustees for their counsel.

### **Financial Forecasting Tool**

Mr. Furlong reported that one of Dr. McGee's goals and deliverables was a financial forecasting tool to help with budgeting. He demonstrated the new tool for the Board. Trustees complimented Mr. Furlong, noting that this would be very helpful for internal scenario planning.

### **Investment Funds Policy – 1<sup>st</sup> Reading**

Mr. Furlong reviewed proposed revisions, most of which are "simply cosmetic or clarifications." He pointed out that IMSA has limited opportunities to invest and is subject to an annual compliance audit. This policy will be placed on the Consent Agenda for second reading and approval in July.

### **Personnel Policies – 1<sup>st</sup> reading**

Roger Spayer reviewed proposed revisions to the *Communicable Disease* and *Criminal Background Investigation* personnel policies. Trustee Olszewski-Kubilius asked if IMSA has to or should review criminal backgrounds of staff members annually; Mr. Spayer said the current practice is at the time of hiring but he would look into the option of annual checks. This policy will be placed on the Consent Agenda for second reading and approval in July.

**Adjournment**

A motion was made by Trustee Núñez and seconded by Trustee McEachern to adjourn. Voting aye were Trustees Isoye, Budzik, Kalantzis, McEachern, Olszewski-Kubilius, Naughton and Núñez. The motion passed by a vote of 7 ayes, 0 nays.

The meeting adjourned at 12:25 p.m.

Respectfully submitted,

Steven T. Isoye  
Chairman

Catherine C. Veal  
Secretary