

Illinois Mathematics and Science Academy®

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

**IMSA Board of Trustees Regular Meeting
May 15, 2013
IMSA, Horwitz Conference Room
and
University of Illinois College of Education, Room 192
Meeting Minutes**

Call to Order

Chairman Griffin called the meeting to order at 8:33 a.m.

Roll Call

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

Members Present: Sheila Griffin, Kathy He, Leslie Juby, Mary Kalantzis (via teleconference), Jack McEachern, Paula Olszewski-Kubilius, and Erin Roche

Members Absent: Jay Budzik (arrived 8:45 a.m.) Luis Núñez, Steven Isoye, Marsha Rosner, Harry Berman, Christopher Koch, Geoffrey Obrzut and James Rydland

Closed Session

A motion was made by Trustee McEachern and seconded by Trustee Roche to go into closed session to discuss closed session minutes from March 13, 2013 (5 ILCS 120/2 (c) 21), matter relating to individual student A (5 ILCS 120/2 (c) 9), and employment, performance and compensation of specific employees of the public body (5 ILCS 120/2 (c) 1). Voting aye were Trustees Griffin, He, Juby, Kalantzis, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 7 ayes, 0 nays.

Closed Session Held

Returned to Open Session

Roll Call

Ms. Veal called the roll again. A quorum was present.

Members Present: Sheila Griffin, Jay Budzik, Kathy He, Leslie Juby, Mary Kalantzis (via Adobe Connect), Jack McEachern, Paula Olszewski-Kubilius, Erin Roche and James Rydland

Members Absent: Luis Núñez, Steven Isoye, Marsha Rosner, Harry Berman, Christopher Koch, Geoffrey Obrzut

Liaisons Present: Melvin Bacani for IMSA Alumni Association, Scott Crawford for IMSA Fund, Dan Gleason for Faculty, Ron Kimberling and JuliAnn Geldner for IMSA Parents Association Council, Kevin Zhang and Anthony Marquez for IMSA Student Council

Chairman's Good News Items

IMSA's all-female Champion High School Mathematical Modeling Contest Team consisting of Summer Wu, Mary Do, Zi-Ning Choo and Grace Li was recognized. Chairman Griffin noted the team received the rank of "National Outstanding" and only eight teams out of 518 that competed worldwide received this ranking. President McGee presented the award to the team.

On March 15, the IMSA Scholastic Bowl Team competed in the IHSA State Championships and were crowned State Champions for a three-peat! Chairman Griffin congratulated team members: Sabrina Lato (captain), Saieesh Rao, Anton Karpovich, Siva Gangavarapu, Waleed Ali, Lael Costa, Rajiv Patel-O'Connor, Dan Pechi, Molly Fane, and Daniel Collins, Coach Noah Prince along with Assistant Coach Greg Dzurisko.

Four IMSA alumni have been named recipients of this year's Board of Trustees Alumni Awards. They are:

- Dr. Scott Gaudi, Class of 1991 - Trailblazer award
- Dr. Gretchen Green, class of 1992 and Dr. Kathleen Plinske, class of 1997 - Distinguished Leadership awards.
- Dwan Prude, class of 1997, Titan award.

The awards will be presented on the evening of July 19 in conjunction with Alumni Weekend, and alumni volunteers will also be honored for their outstanding support of IMSA's mission and various program needs. Trustees are cordially invited and encouraged to attend this event and are welcome to attend other Alumni Weekend activities.

Our Marketing and Communications team, which led the major redesign of IMSA's new and greatly improved website, along with our IT staff and content authors, were thanked for the successful launch.

Congratulations were extended to Trustee Erin Roche, now Dr. Roche, who has just completed his doctorate.

Outgoing President Max McGee was recognized with a formal resolution from the IMSA Board. Chairman Griffin also announced Dr. McGee's recent receipt of a surprise resolution, proclamation and standing ovation in Springfield by members of the Illinois General Assembly. She said Dr. McGee was honored for his many years of leadership in education, including as President of IMSA, with special tribute paid for his commitment to increasing IMSA's work throughout the State. She pointed out this was a very timely honor, corresponding with important budget meetings with various legislators, honoring both Dr. McGee and shining a positive light on IMSA.

Trustee Roche read the following Board Resolution:

WHEREAS, the Illinois Mathematics and Science Academy was established to offer a uniquely challenging education for students talented in the areas of mathematics and science and to stimulate further excellence in mathematics and science for all Illinois schools; and

WHEREAS, the Academy has authored an inspiring chapter of leadership, achievement and impact in its 27 years; and

WHEREAS, IMSA President Dr. Glenn W. "Max" McGee has given generously of his time, energy and talents to advance the Academy's mission, extend IMSA's reach, and cultivate partnerships with state, national and global institutions; and

WHEREAS, Dr. McGee led execution of IMSA's 2007-2012 Strategic Plan, ensuring significant achievements and meaningful progress in whole person development, personalized learning, expansion of products and services grounded in imagination and inquiry, scholarship generation and knowledge transfer, innovation and entrepreneurship, and funding diversification; and

WHEREAS, under Dr. McGee's leadership IMSA captured the Intel Schools of Distinction Star Innovator Award, the top honor in the nation for science education, as well as prestigious national recognition of IMSA FUSION by STEMworks! Change the Equation; and

WHEREAS, while serving as IMSA President, Dr. McGee also provided significant leadership to the State of Illinois on broader education issues;

BE IT FURTHER RESOLVED, that the Board of Trustees of the Illinois Mathematics and Science Academy gratefully acknowledges the dedication, contributions and commitment of Dr. Glenn W. "Max" McGee; that we appreciate his passionate advocacy for students and teachers in Illinois and beyond; that we wish him well in his retirement; and that we look forward to working with him in new ways in the future.

A motion was made by Trustee McEachern and seconded by Trustee Roche to approve the Board resolution honoring President McGee. Voting aye were Trustees Griffin, Budzik, He, Juby, Kalantzis, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 8 ayes, 0 nays.

Chairman Griffin thanked Dr. McGee for his leadership and service and noted a copy of the resolution will be placed in his personnel file and will serve as his final evaluation.

Dr. McGee expressed his honor to have worked with everyone at IMSA, especially the Trustees and the incredible students. He noted his involvement with remarkable boards in the past, pointing out that the IMSA Board is truly one of a kind. He emphasized that dialogue makes a difference, demands and expectations are achievable, and data is required for evaluation. Dr. McGee also expressed his excitement to return to IMSA as a member of the Fund Board.

Trustee Comments

Trustee Olszewski-Kubilius briefly reviewed the April 10 Scholarship Ad Hoc Team meeting. Trustee Olzewski-Kubilius and Trustee Juby both met with a team of faculty and staff, most of whom have produced and published scholarship. Trustee Olszewski-Kubilius reported that historical and current practices were reviewed and options for changing the culture through changing practices were discussed. The group reached consensus on the following:

- Production of scholarship should be an expectation for members of the leadership team;

- IMSA should make it clear during the hiring process for faculty and administrators that demonstrated publication of scholarship is important and preferred, though not required for employment;
- Faculty members should be encouraged and supported to produce a work of scholarship for each three year cycle following placement on the continuing contract;
- IMSA should appoint/select a team of faculty and staff to assist community members who desire to write for publications; assistance could include identifying relevant journals, coaching the prospective author in the format and style, and peer-editing;
- IMSA should continue the practice of reimbursing individuals who present at state, national and international conferences for travel, housing, meals and registration;
- IMSA should not provide curriculum work or advance payment for faculty and staff who intend to write a document for publication;
- IMSA should provide a cash award to individuals who publish scholarly works similar to the way in which faculty who receive National Board Certification are awarded a permanent salary increase; this cash award should probably be tiered so that those who publish works aligned with the Academy's highest priorities receive larger awards;
- IMSA should continue to recognize published authors at meetings and through print materials but should also create a permanent display of faculty and staff published works (including art work) in a highly visible location.

Trustee Olszewski-Kubilius said the next step is to meet once more to develop specific, more detailed recommendations. Following that meeting, necessary policy recommendations and/or significant additions to or modification of institutional practices will be presented at the June Executive Committee meeting. She said she does not often have the opportunity to interact with faculty and was very impressed with their perspective. Trustee Juby also acknowledged that meeting with the faculty and staff was very positive and enjoyable.

The trustees discussed establishing an area where students and teachers can get together to share their reflections and work together. Trustee Olszewski-Kubilius agreed that is a good idea for faculty who want or need feedback.

Trustee Juby briefly described her attendance at IMSAloquium as an amazing experience. She was very impressed with the poster presentations as well as the information presented during lectures, noting that one session was standing room only. She was also pleased to learn that IMSA students really like history.

Board Business – Action Items

Minutes March 13, 2013, Board Meeting Closed Session

A motion was made by Trustee Roche and seconded by Trustee McEachern to approve the closed session minutes from the March 13 Board meeting as presented in today's closed session. Voting aye were Trustees Griffin, Budzik, He, Kalantzis, McEachern, Olszewski-Kubilius and Roche. Trustee Juby abstained. The motion passed by a vote of 7 ayes, 0 nays and 1 abstention.

Chairman Griffin welcomed Ms. Britta McKenna as Board Secretary ProTem, noting her appointment will be voted on as part of the Consent Agenda. She mentioned working closely with Britta during the IMSA 25 anniversary event and said she will be a tremendous asset to the Board.

Reports of Liaisons

Chairman Griffin introduced three new liaisons: Scott Crawford for the IMSA Fund, JuliAnn Geldner for the Parents Association Council, and Anthony Marquez for Student Council. She also thanked outgoing liaisons: Dr. Stephanie Pace Marshall, Ron Kimberling and Kevin Zhang, noting they did a phenomenal job.

Faculty

Dr. Dan Gleason reviewed faculty participation in technology workshops and the annual in-house CADRE presentations, as well as the work of Frank Tomsic in developing online learning experiences for students that include the blended Organic Chemistry class with Anita White, the Math@IMSA summer online program with Noah Prince, and the summer online writing program with himself and Nicole Trackman, that helps rising juniors get more practice with the conventions of persuasive writing.

IMSA Alumni Association (IAA)

Melvin Bacani reported on continuing efforts to connect alumni and students through this year's final College, Career, and Choices forum, in which four female alumni and over 40 students participated in a discussion on medicine. Bacani also mentioned the IAA's work with current students as they transition to alumni, as well as the alumni's all time high participation rate of 20% giving to the IMSA Fund. Mr. Bacani concluded with a reminder about the upcoming Alumni weekend, July 19 and July 20, which includes alumni awards, recognitions and class reunions.

Student Council

Kevin Zhang thanked the Board for giving him the opportunity to participate in this year's Board meetings as Student Council President, emphasizing how much he has learned. Dr. McGee acknowledged Kevin's contributions and praised his leadership.

Kevin Zhang reported on the Prom celebration at Navy Pier, SIR projects at IMSAloquium, Clash of the Halls, and Carrie Sha '13 being named an Intel Talent Search Semifinalist for her research in spinal curvature. He introduced Anthony Marquez, IMSA's new Student Council president, who said he was very pleased to be elected and is looking forward to participating in next year's meetings.

Parents Association Council (PAC)

JuliAnn Geldner reported on increased donations from parents, potential reconfiguring of PAC meetings and the availability of on-line PAC registration/volunteer forms. She said Cathy Veal will be the speaker for the May PAC meeting for a discussion of the future of IMSA as well as the search for the new President. She said parents are grateful for the dedication and success of Dr. Max McGee as President of IMSA, and they wish him success in his future endeavors.

IMSA Fund

Scott Crawford described his involvement with IMSA, having had two daughters who attended. He stated that fundraising efforts are showing continued success, which indicates a great appreciation for IMSA. Crawford also mentioned that the Fund Board is recruiting 10-12 new members; himself being one of them.

Chairman Griffin pointed out to Mr. Crawford that the Board of Trustees giving is at 100% participation rate.

Report of the Treasurer

Patrick Furlong reported that the Academy's FY13 Education Assistance Fund expenses and encumbrances remain ahead of last year and that we intend to spend most of our remaining appropriations in other expense categories. Two significant grants have been awarded to the Academy during the past two months for the Energy Center; and budgeting for FY14 programmatic Logic Models continues and will be finalized in the next few weeks.

Chairman Griffin complimented Mr. Furlong, saying this gets better every year.

Report of the President

Dr. McGee congratulated Junior James Tao on being a great ambassador at the International Math Competition in Romania. He said the Prom was a blast and thanked Dr. Hernandez and his team for handling the preparations. He also spoke of work being done on FY14 appropriations including communications with legislative staff and visits with key legislators, Dr. Purva Rushi and the IMSA government relations team. He offered cautious optimism regarding the IMSA budget, pointing out that we are asking for an additional \$260,000 for two closely related purposes: to invest in both the technology and personnel required to expand delivery of "the IMSA way" beyond our residential students to teachers and their talented students at other schools throughout the state, and strengthen the impact of our face-to-face educator and student programs (as cited in our formal FY14 budget request). Dr. McGee noted we will not now know the final budget outcomes until as late as midnight on May 31, which is the legislative deadline for budget approval.

Action Items

Consent Agenda

Chairman Griffin announced that the Drug Free Workplace Policy and the March 13, 2013 Board meeting minutes are being removed from the Consent Agenda for modifications and those two items will be voted on separately.

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

The following Consent Agenda Items were approved.

Personnel Items

Separations

Emlyn M. Bertsche, Samantha E. Cohen, Linsey A. Crowninshield, Caitlin A. McMahon, Janett C. Ramos

Retirements

Raymond J. Dagenais, Mary Lou Lipscomb, Christian D. Nøkkentved

New Staff

Kayleigh M. Karlovits, John M. (Matt) Madigan, Andrew J. Reif

Seasonal/Temporary

Maricela Ballines, James D. Bernardini, Terri L. Brady, William A. Bueschen, Briana G. Mack, Dylan A. Mack, Elizabeth A. Murphy, Elizabeth Navis, William J. Navis, Christina G. Smith, Salvador Tamayo, Edward L. Williams, Susan M. Wrona

Returning Staff

Nicole M. Hoffman, Britta W. McKenna

Policies

For Adoption

- Program Evaluation (new)
- Identity Protection (new)
- Alternative Work Arrangement (revised)
- Employment and Compensation (revised)

For Rescission

- Authority of the President - Temporary Employment Contracts

Legal Services Contract Renewal for FY14

Professional Lobbyist Contract Renewal for FY14

Athletics and Co-curricular Activities for 2013-2014

Acceptance of FY12 Audit

Featured Agenda Items July 2013 and September 2013

FY14 Board of Trustees Meeting Calendar

March 13, 2013 Regular Board Meeting Minutes

A motion was made by Trustee McEachern and seconded by Trustee Roche to approve the March 13, 2013 Board meeting minutes with modifications to show Trustee Kalantzis' voting

record as she requested. Voting aye were Trustees Griffin, Budzik, He, Juby, Kalantzis, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 8 ayes, 0 nays.

Drug Free Workplace Policy

Mary Spreitzer clarified that this policy was legally approved and built using a Department of Labor tool. She recommended adding the word “unauthorized,” under “Prohibited” and before “manufacture” in the policy, to address Trustee Budzik’s email question regarding how this might relate to institutional events outside of IMSA.

A motion was made by Trustee McEachern and seconded by Trustee Roche to approve the Drug Free Workplace Policy with the word “unauthorized” inserted as Ms. Spreitzer recommended. Voting aye were Trustees Griffin, Budzik, He, Juby, Kalantzis, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 8 ayes, 0 nays.

Bus Transportation Contract

Mr. Furlong mentioned that the description in the Report of the President was not totally accurate because the firm had asked for an exception to the request for proposal, thus the indexed motor fuel adjustment every six months was removed, and the contract calls for an annual 3% increase for the hourly and daily rates. He said the FY14 contract is estimated to be \$175,000 which is annually renewable for a term of five years.

A motion was made by Trustee Roche and seconded by Trustee McEachern to approve the Bus Transportation Contract with the changes noted. Voting aye were Trustees Griffin, Budzik, He, Juby, Kalantzis, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 8 ayes, 0 nays.

Hewlett-Packard Laptop Contract

Mr. Lawrence Bergie reported on modifications to the laptop contract information presented at the April 10 Executive Committee meeting due to discovering that an incorrect state contract number was referenced by Hewlett-Packard (HP) when pricing the units. He said a revised contract with HP is being recommended to purchase 87 Hewlett-Packard (HP) EliteBook Folio 9470m laptops reducing the amount to \$106,545.87 and excluding the Elite Pad 900 referenced in the original document.

A motion was made by Trustee McEachern and seconded by Trustee Roche to approve the Hewlett-Packard Laptop Contract as revised. Voting aye were Trustees Griffin, Budzik, He, Juby, Kalantzis, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 8 ayes, 0 nays.

Featured Agenda items

Regional Programming – Impact and Learnings in Field Offices Regions

Dr. McGee said our external programs are very important to legislators; we are looking at containing costs and making an impact in certain areas. Michelle Kolar spoke of partnering with other organizations and leveraging talent to expand our programs while keeping costs down. She

pointed out it is expensive to take all our staff to Metro East to do a summer program so we are using local IMSA FUSION teachers to help. She discussed increasing teachers' programs, professional development, showing return on investment and finding ways to increase resources. Mr. Busby reviewed the use of logic models.

Trustees discussed student tracking and retention, sustainable funding, collecting performance data, costs, gathering feedback from teachers, and expanding professional development. Trustee McEachern spoke of putting together a large request such as \$5M, and seeing if the Fund Board or Caterpillar could help, though he commented you may not be there yet. Trustee Budzik spoke of thinking out four years leading to big ask ideas. Trustee Kalantzis recommended gathering examples of problem solving at first and then later with a narrative showing the changes or using metrics that look at the motivation or behavior of students. Trustee Olszewski-Kubilius pointed out the need for better integration between the Field Services Staff and other programs. Ms. Kolar said teachers want to feel valued and that we have not forgotten about them. Trustee He recommended developing a newsletter or website so people feel like part of a community. Jami Breslin pointed the need to be relevant noting this summer we are doing common core.

Trustee Kalantzis left the meeting at 11:25 a.m.

Information and Discussion Items

Residence Halls Capital Project Update

Mr. Furlong briefly reviewed the history of the capital funds project noting this was initially submitted seven years ago. After learning we had been granted a portion of our request and following the hiring our new facilities manager, John Wandolowski, the plan was carefully reviewed and restructured. By examining current need, Mr. Wandolowski concluded that IMSA does not have enough financial resources to complete all the renovations. Mr. Wandolowski spoke of re-examining the project and addressed the importance of redoing the exterior envelope on the residence halls first, rather than the interior. He discussed various renovation alternatives and pricing for replacing windows and siding, changing three out of seven roofs, and updating heating and air conditioning systems among other items.

Mr. Furlong reviewed some possible options for obtaining additional dollars to pay for the renovation project, such as exploring opportunities with the IMSA Fund, working with the Capital Development Board to repurpose money approved for another project (old science labs), and getting on the Higher Education list. He said we are currently "in a holding pattern" and the issue is not being able to get done what we hoped to complete. Kevin Zhang asked if inside furniture will be replaced, and Mr. Wandolowski replied "no." Ms. Veal emphasized that the academy is in need of much repair and updating. Mr. Wandolowski recommended developing a facilities work plan covering the next 10 years. Trustee McEachern stated our major consideration is safety.

Hearing Examiner - Role and Reflections

Ms. Veal introduced Dr. Robert Hawkins, the Board's hearing examiner, who said he has been serving in this role for IMSA for about nine years after retiring from West Aurora High School. He briefly reviewed his background including 25+ years in education, noting he is currently Interim Deputy Superintendent for Naperville Community Schools.

Dr. Hawkins discussed the two dismissal appeal types—discipline and academic—and that his involvement is at the “end of the line.” He commented on IMSA’s culture as being one of respect and responsibility and that the Discipline policy, as well as the Review of Student Enrollment Status policy (formerly Reinvitation policy), are both very logical and fair. He said he likes the Committee process for academics and questions why students on contracts sometimes do not avail themselves to the interventions/opportunities provided. He recommended getting that data. He cited our overall process as being solid and our appeals as well prepared for.

Chairman Griffin remarked that before Dr. Hawkins was hired, a Board Committee would hear all the appeals, which are sometimes heartbreaking, and that the Board is grateful to Dr. Hawkins for his service. Ms. Cathy Veal said she sits in on all the sessions (now Britta McKenna will do that) and Dr. Hawkins does a superb job.

Presidential Search

This spring, Trustees identified the most important strategic needs and priorities for IMSA, near- and longer-term. As Chairman Griffin stated, the top three are:

- Engage in an institutional planning process that galvanizes us around a compelling vision and strategy for our future;
- Develop a more creative, sustainable financial/business model with a better mix of revenue streams;
- Design, develop, and implement breakthrough innovations in teaching and learning, STEM talent development and other aspects of education.

Chairman Griffin said that a recruiting firm will not be hired at this time for the Presidential Search though if the Board feels they need to hire outside expertise at a later date, they will do so.

Mary Spreitzer remarked that much of the input received from Trustees was also echoed by staff, and HR is looking at those needs and priorities as a starting point. She said her goals are to develop a draft position specification piece and marketing plan, and establish a process. She said we are wrapping up our Engagement Survey and a summary with additional information will be shared shortly.

Trustee Budzik suggested envisioning where IMSA would like to go four years or ten years from now and recommended being more specific regarding qualities and a timeframe. Trustee McEachern said we need to determine structure, minimum qualities required and evidence of innovation, noting we are looking for someone who can get the job done.

Chairman Griffin pointed out we can look at this as a leader who does not need to do everything but has the ability to hire the right people. We do not need to look at this as an opportunity for the candidate, but as an opportunity for IMSA to move forward. Trustee He cited the need for clarity regarding the direction we want to go in order to elevate the institution to an even better position and to transform. She suggested getting feedback from a broader group. Trustee Olszewski-Kubilius said we want someone who thinks outside the box and may challenge our mission down the road.

Dr. McGee commented that legislators want someone they can trust, someone they can work with and someone who will speak their language. He noted from the field perspective, IMSA had

not been providing enough visible outreach. He emphasized the importance of recognizing that the President works for the Board.

Mary Spreitzer said trustees would assist in recruiting beginning late summer or early fall.

Ms. Veal said the Presidential Search will be on the agenda in July and after the Board meeting, additional details will be posted. Anthony Marquez suggested obtaining feedback from students.

Adjournment

A motion was made by Trustee McEachern and seconded by Trustee Budzik to adjourn the meeting. Voting aye were Trustees Griffin, Budzik, He, Juby, McEachern, Olszewski-Kubilius and Roche. The motion passed by a vote of 7 ayes, 0 nays.

The meeting adjourned at 12:48 p.m.

Respectfully submitted,

Sheila MB Griffin
Chairman

Britta W. McKenna
Secretary ProTem