

# Illinois Mathematics and Science Academy®

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

## **IMSA Board of Trustees Regular Meeting November 18, 2009**

### **Minutes**

#### **Call to Order**

The meeting was called to order by Chairman Isoye at 8:37 a.m.

#### **Roll Call**

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

**Members Present:** Steven Isoye, Jay Budzik, Sheila Griffin, Jack McEachern, Luis Núñez, Paula Olszewski-Kubilius

**Members Absent:** Samuel Dyson, Mary Kalantzis, Jacklyn Naughton (arrived 8:48 a.m.), Erin Roche, Marsha Rosner, Judy Erwin, Christopher Koch, Geoffrey Obrzut, James Rydland (arrived 9:01 a.m.)

**Liaisons and Representatives Present:** Diane Hinterlong for IMSA Faculty, Herbert Knight for IMSA Fund Board, Matthew Knisley for IMSA Alumni Association, Sid Sapru for IMSA Student Council, Joyce Krumtinger for Christopher Koch

**Liaisons and Representatives Absent:** Debbie Meisner-Bertauski for Judy Erwin, Brian Durham for Geoffrey Obrzut, Karen Schwerbrock for Parents Association Council

#### **Chairman's Remarks**

Chairman Isoye commented on IMSA's "outstanding" Intel *Star Innovator* award celebration and the excellent remarks by Dr. McGee, Dr. Marshall and elected officials as well as the science team's creativity and sense of humor in announcing their Top Ten reasons to rename IMSA "ISMA."

#### **Election of Officers**

Mrs. Veal reported that four Trustees had nominated Erin Roche for 2<sup>nd</sup> Vice President, Patrick Furlong for Treasurer and Cathy Veal for Secretary. She asked if there were any additional nominations from the floor; none was made.

A motion was made by Trustee McEachern and seconded by Trustee Núñez to elect the nominated officers for open-ended terms. Voting aye were Trustees Isoye, Budzik, Griffin, McEachern, Núñez and Olszewski-Kubilius. The motion passed by a vote of 6 ayes, 0 nays.

## **Reports of Liaisons**

Sid Sapru cited the Student Council's work with the Parents Association Council's Student Life Committee regarding activities for students staying on campus on weekends. He spoke about several "Lunch with the Teachers" events and work on a Course Evaluation Guide to aid juniors and seniors with their course selection process. He addressed the council's involvement with student governments of other NCSSSMST institutions.

Matthew Knisley highlighted two successful alumni events, one in St. Louis and the other in Urbana-Champaign (corresponding with the U of I-Northwestern football game). He thanked Rakesh Gadde '06, Pooja Agarwal '01 and Melanie Kuehn '98 for their leadership.

Herbert Knight reported that approximately \$300K toward the FY10 goal of \$1.2M had been raised by the IMSA Fund. He said the number of donors, especially parents, had increased. He reported that the IMSA Fund Board may transfer a percentage (up to 10%) annually from the unrestricted fund to the endowment fund. He spoke of the Muon Society, created to recognize and honor individuals and families who established a planned gift of any size to benefit the IMSA Fund; an information session was scheduled for December 2. Mr. Knight noted that year-end solicitation letters would go to both Boards, and he encouraged Trustees to make their gift by the end of the calendar year if possible. He pointed out that the IMSA Fund audit had been completed and he expressed the need for greater recognition of IMSA throughout the state. Trustee Olszewski-Kubilius asked how far the IMSA Fund was from its initial \$5M endowment goal; Mr. Knight responded that the endowment had about \$800K so far.

Diane Hinterlong highlighted numerous faculty activities and accomplishments including: Michelle Wei-Cheng's submission of two entries to the high school division for the National Student Essay Contest; the Wellness Team's attendance at the state convention; presentation of the Laureate Project at the IATE conference by Peg Cain, Tracy Townsend and Michael Hancock; and Nicole Trackman's participation on a teaching poetry panel at the NCTE convention. She cited publication of Clay Skinner's first book, The Upper Country: French Enterprise in the Colonial Great Lakes and noted that a second book was in the works. She said the ethics program for juniors was off to a good start under the leadership of Lee Eysturlid. Mrs. Hinterlong noted that IMSA had been recognized by the Illinois Science Teachers Association for contributions to science education, Sarah O'Leary was honored as a New Teacher of the Year by ISTA, and Sue Styer recently earned recertification from the National Board of Professional Teaching Standards. She also mentioned IMSA's upcoming Multi-County Institute Day for Mathematics and Science Teachers, hosting of a Leadership Academy offered by the National Council of Supervisors of Mathematics in June, and teachers' focus on assessment of student learning.

## **Report of the Treasurer**

Patrick Furlong reviewed financial highlights, explaining the decrease in expenses due to IMSA no longer operating the Illinois Virtual School and the budget adjustments due to lack of success in restoring full funding for IMSA Excellence 2000+ and Field Offices in the fall veto session. He advised the Board that as a result of the latter; IMSA might need to request an appropriation transfer in the Income Fund, shifting 2% from Contractual Services to Personal Services and Medicare to cover salary adjustments and expenses. Mr. Furlong noted that the grant report did not include monies held in the IMSA Fund and not yet awarded to IMSA, that investment returns were slightly below budget due to continuing low interest rates, and that there is a reduction in the checking account balance because student fees were transferred to the State-held Income Fund.

Trustee Olszewski-Kubilius inquired about restricted vs. unrestricted contributions to and awards from the IMSA Fund. Mr. Furlong noted that future flexibility would come from the Special Purposes Trust fund which included awards from the IMSA Fund. Trustee Núñez observed that IMSA had not yet reached the point where it could sustain programs through Special Purposes Trust; Mr. Furlong concurred and said the Academy's goal was to grow this fund. Trustee Budzik asked about a goal. Mr. Furlong replied that the current goal for growth of all non-GRF funds, per the Strategic Plan, is 10%.

### **Report of the President**

Dr. McGee elaborated on the Star Innovator assembly, including Minority Leader Tom Cross' comments that IMSA had "restored Illinois' national reputation for excellence." He also cited Senator Harmon's recent engagement with IMSA students on ethics in politics and health.

Dr. McGee recognized:

- four IMSA students who earned semi-finalist status in the 2009-2010 Siemens Competition
- record attendance (850) for a Fall Preview Day
- IMSA's partnership with Southern Illinois University and Boeing, featured in the Chancellor's Report, and
- Trustee Olszewski-Kubilius, president-elect of the National Association of Gifted Children (NAGC) and recipient of the "distinguished scholar award" presented at the recent convention.

### *Action Items*

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 as presented. Voting aye were Trustees Isoye, Budzik, Griffin, McEachern, Núñez, Naughton and Olszewski-Kubilius. The motion passed by a vote of 7 ayes, 0 nays.

The following items were approved:

1B1. Minutes – Regular Board Meeting, September 16, 2009

1B2. Personnel Items

### ***Resignations***

*Christopher M. Colburn, Senior Systems Integration Engineer, IT*

*Katie Lickteig, Resident Counselor*

*Ta'Kara K. Stewart, Secretary for Marketing and Communications*

*Joanne (Josie) L. Wallmuth, Science Faculty*

### ***New Staff***

*Carla D. Carreno, Account Technician*

*Amanda P. Gray, Piano Accompanist*

*Sandra J. Kehl, Secretary for Excellence 2000+*

*Andrea L. Mason, Resident Counselor*

*Ignacio Rojas, Jr., Security Officer*

*Jamie L. Tweedle, Instructional Program Assistant*

*Timothy J. Warren, Resident Counselor*

**Change of Status**

*Laurie J. Holstein* from Temporary Administrative Assistant to the Vice President for Strategy and Innovation to Secretary for Marketing and Communications

*Scott Swanson* from Strategic Technology Coordinator, IT, to Part-time Information Technology Specialist to continue supporting **CoolHub.IMSA**

**Part-time Hourly Staff**

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

**Admissions – IMSA-Abbott Fund CyberQuiz 4Kids Program - Stipends**

*Micah Fogel, Problem Development & Technical Assistant*

*Margaret Hernandez, Coordinator*

*Vince Matsko, Problem Development Support*

**Athletic/Co-Curricular**

**Schwartzwalder Invitational – October 3, 2009**

*Curtis M. Boyd, Scorer*

*Kristen DeBellis, PM Supervisor*

*Richard Johnson, Scorer*

*Lauren Lutz, Scorer*

*Mary Jane Myers, PM Supervisor*

*Minda Smith, Tickets*

*Jennifer Spuehler, AM/PM Supervisor*

*Brenda Sumbry, Tickets*

**NAC Tournament – October 24, 2009**

*Robert J. Hernandez, Supervisor*

*Richard Johnson, Scorer/Timer*

*Dorothy (Dottie) J. Krett, Scorer*

*James Linden, Scorer/Timer*

*Lauren Lutz, Scorer,*

*Minda Smith, Tickets*

*Jennifer Spuehler, Supervisor*

*Robert Pranaat, Transportation & Supervision of Cross Country Team*

**Athletic - Stipends**

*James Bernardini, Head Coach*

*Jim Brehm, Assistant Coach – Boys/Girls Golf*

*Christopher Colburn, Assistant Coach – Girls Swimming/Diving*

*Linsey Crowninshield, Head Coach – Girls Volleyball*

*Delroy Ferguson, Head Coach – Boys Soccer*

*Megan Garland, Assistant Coach – Girls Swimming/Diving*

*William Gentzler, Assistant Coach – Boys Soccer*

*Daniel Gilford, Assistant Coach – Girls Tennis*

*Michael Keyton, Head Coach – Boys/Girls Golf*

*Dana Lamont*, Assistant Coach – Girls Tennis  
*Daidra Marano*, Head Coach – Girls Swimming/Diving  
*Caitlin McMahon*, Assistant Coach – Girls Volleyball  
*Allison Miner*, Assistant Coach – Girls Volleyball  
*Vicki Morrow*, Assistant Coach – Girls Swimming/Diving  
*James Mueller*, Assistant Coach – Boys Soccer  
*Elizabeth Navis*, Assistant Coach – Boys/Girls Cross Country  
*William Navis*, Head Coach – Boys/Girls Cross Country

**Co-Curricular - Stipends**

*Curtis Boyd*, Sponsor – Junior Statesman of America  
*Vicki Burgholzer*, Sponsor – Science Olympiad  
*Margaret Cain*, Sponsor – Acronym  
*Phyllis Chesnut*, Head Sponsor – Dance Squad,  
*Steven Condie*, Sponsor – Math Team  
*Steven “Tony” DiMarzio*, Sponsor – Scholastic Bowl  
*Peter Dong*, Sponsor – Speech Team  
*Julie Dowling*, Sponsor – Drama Club  
*Micah Fogel*, Sponsor – Math Team  
*Elizabeth Happy*, Head Coach – Cheerleading  
*Eric Hawker*, Co-Sponsor – Science Olympiad  
*Robert Hernandez*, Sponsor – Senior Class  
*Jeong Hwang-Choe*, Co-Sponsor – Science Olympiad  
*Minerva Juarez*, Sponsor – Senior Class Club  
*Michael Juell*, Sponsor – Model UN  
*Mark Kammrath*, Sponsor – Math Team  
*Vantenia Kelley*, Assistant Sponsor  
*Michael Keyton*, Sponsor – Math Team  
*Dottie Krett*, Sponsor – Junior Class Club  
*Janice Krouse*, Sponsor – Mu Alpha Theta  
*David Lundgren*, Assistant Coach – Cheerleading  
*Maria Magaña*, Co-Sponsor – Hadron  
*Mary Beth McCarthy*, Sponsor – Pep Band  
*Mary Beth McCarthy*, Sponsor – Solo/Ensemble Contest  
*Mary Beth McCarthy*, Sponsor – Strolling Strings  
*Keith McIntosh*, Sponsor – Key Club  
*Keith McIntosh*, Sponsor – Student Council  
*Kerby Mickelson*, .5 Sponsor – Model UN  
*Jill Mosshamer*, Sponsor – Future Problem Solving  
*Namrata Pandya*, Sponsor – American Computer Science League  
*Pat Patankar*, Sponsor – American Computer Science League  
*Anthony Petraitis*, Sponsor – Drama Club  
*Anthony Petraitis*, Sponsor – Student Council  
*Donald Porzio*, Sponsor – Chess Team  
*Noah Prince*, Sponsor – Math Team  
*Noah Prince*, Sponsor – Scholastic Bowl  
*Judith Scheppler*, Co-Sponsor – Hadron  
*Judith Scheppler*, Sponsor – Yearbook  
*Michael Sloan*, Sponsor – Performing Arts Club  
*Jennifer Spuehler*, Sponsor – Speech Team

*Richard Stalmack*, .5 Sponsor – Mu Alpha Theta  
*Roberto Suarez*, Sponsor – Robotics  
*Sarah Thevenin*, Sponsor – Literary Club  
*Raymond Urbanski*, Sponsor – Science Olympiad  
*Sarah Wiggins*, Sponsor – Madrigals  
*Sarah Wiggins*, Sponsor – Solo/Ensemble Contest  
*Sarah Wiggins*, Sponsor – Sound/FX  
*Danielle Wolfgang*, Sponsor – Sophomore Class Club

**College/Academic Counseling - Stipends**

*Diane M. Stegmeyer*, SAT/ACT Testing Coordinator

**PSAT Testing at IMSA, October 14, 2009**

*Curtis M. Boyd, Sandra J. Mazuera, Caitlin A. McMahon, Kerby L. Mickelson and Ann E. Walder*, Proctors

*Tarra M. Cosgrove*, 50% Extended Time Proctor  
*Susan Wrona*, Reader

**Principal's Office**

*Dr. Sowmya Sriram Anjur, Namrata N. Pandya, and Richard Stalmack* – increase in FY10 base salary for moving to a continuing contract status in CADRE

*Vicki Burgholzer, Michael Dunn-Reier, Julie Polz, and Judith Scheppler* – 20 Day Extended Contract 2009 -2010 Academic Year

*Micah Fogel*, Power School and Student Scheduling, July 1, 2009 through June 30, 2010 not to exceed 20 days

**Problem-Based Learning (PBL)**

*Robert Harkins, Margaret Mills, Margaret Olszewski and Ray Stadt*, Problem Design

**Student Leadership Development – Student Life – Residential Program**

*Taryn A.J. Bell, Corey Dorsey, Caitlin McMahon, Sandra J. Mazuera, Michelle McGhee, Robert Pranaat, Christopher Schreiber, Sarah Thevenin, Troy M. Tonsil, Kandi N. Wilson and Danielle Wolfgang*, RC Office

**Strategy and Innovation**

*Branson Lawrence*, Project Manager for Environmental Chemistry Grant Project in **CoolHub.IMSA**

- 1B3. Academic Calendar for 2010-2011
- 1B4. Board Rules for Conducting Business Policy revisions

### *Information and Discussion Items*

Three Policies were presented for first reading:

Payroll Advance Contingency Program Policy. Mr. Furlong recalled the State budget challenges in Springfield last summer, resulting in a late July 15<sup>th</sup> payroll. This prompted conversations about how to position the institution for potential situations of this nature in the future. The proposed Policy provides flexibility to provide payroll advances to IMSA staff for a limited period of time subject to the Academy's ability to do so.

Freedom of Information Policy. Dr. Purva Rushi commented on pending changes in the State's Freedom of Information Act scheduled to take effect on January 1, 2010, necessitating revisions to IMSA's Policy and procedures. She highlighted several examples. Trustees discussed issues related to the designation and training of FOIA officers, exempt information, and designation of back-up FOI officers.

Employment Separation/Termination Policy. Ms. Veal, for Mr. Spayer, summarized proposed revisions to the Academy's Termination Policy. She said some of the changes addressed issues previously discussed with Trustees. Trustees Naughton asked where to find information about the "appeal process;" Ms. Veal referred the Board to the "reviews." Trustee Núñez asked whether the CADRE Committee for faculty had the authority to act or whether it only addressed career development. Dr. McLaren responded that CADRE was used both for supervision and development and included processes for the various contracts.

Strategic Plan Dashboard. Dr. McGee reviewed the new strategic plan dashboard report. He noted that the format is the one used by the Illinois Board of Higher Education to report progress on *The Public Agenda* and the one (of three) preferred by the IMSA Board's Executive Committee. He said an updated dashboard would be provided at each Board meeting, though it usually would not be an agenda item for discussion. He encouraged Trustees to contact him, Dr. Rushi or Ms. Veal any time they had questions or needed additional information.

Board members discussed the format for the document and made several recommendations related to color coding, explanatory notes, and the challenging balance of focus vs. nimbleness. Trustee McEachern suggested that there should be more red chevrons indicating barriers if IMSA is "trying new things" and "pushing" as a laboratory. Trustee Rydland asked about the timeframe for decision-making when new opportunities arose and also about the audiences for the document. Dr. McGee cited the idea feasibility process that staff use to evaluate new proposals and indicated that while the dashboard report was a public document, the specific audience is the Board. Trustee Olszewski-Kubilius said it was wise to have a process to vet new proposals because otherwise it was "too easy to say yes to too many things." Ms. Veal added that the strategic planning process itself included periodic reviews and updates by the Planning Team and Board.

### *Featured Agenda Item: Strategic Objectives*

Dr. David Abler reported that members of the Research, Evaluation and Scholarship Support Services team, working collaboratively with faculty and staff throughout the Academy, were gathering data from a wide range of IMSA internal and external activities to measure progress on

the Objectives. He said doing this also had given staff the opportunity to learn about other things, for example, only 9% of students' first choices on courses had to be changed. For Objective 1 ("All learners achieve their personal aspirations and explore their potential to contribute to the common good"), Dr. Abler noted that student enrollment in co-curricular activities might provide insight into students' personal aspirations and be useful in IMSA's efforts to offer a responsive cocurricular program.

Dr. Abler spoke of student responses to the end of course surveys about imagination and inquiry and the use of a combined version of VNOS (Views of the Nature of Science) and VOSI (Views of Scientific Inquiry) questionnaire which started with the Class of 2008 to help measure student understanding of the nature of science concepts under Objective 3 ("Educators use teaching and learning strategies grounded in imagination and inquiry"). He said that the instruments, developed by Norman Lederman, chair of the Mathematics and Science Education Department at the Illinois Institute of Technology, had been customized for IMSA. He reported that a large number of "unclear" student responses were received so students were being interviewed to determine what they really meant. The revised questionnaire was administered to the new sophomores (Class of 2012).

Christopher Kolar discussed the Longitudinal Cohort Study relating to Objective 2 ("Each IMSA graduate will live a life of exemplary service to humanity.") He mentioned that part of the NSF-funded American Psychological Association study of specialized STEM schools was being done with Trustee Olszewski-Kubilius and Dr. Rena Subotnik with IMSA as the first site. He said a revised question set was being developed with NSF project leaders and would be reviewed by IMSA administrators and alumni in November. Mr. Kolar said that RESSS was consulting with several alumni leaders on appropriate questions, data collection plans and outcome measures. He remarked that the Longitudinal Cohort Study would pose fundamental questions and find reliable, detailed answers about the effectiveness of the education IMSA offers.

Dr. Abler acknowledged that the data collected was limited but moving in a positive direction. Trustees conversed about multicultural/gender data, the importance of asking questions correctly so that objective data is received, chronicling the work, videotaping alumni and ensuring the transferability of results. It was noted that as a laboratory, IMSA must and should accept the fact that it does not know all the answers in advance and that it engages in what it believes to be an effective model but needs to remain open to what the data will show. Trustee Núñez commented that this is an opportunity to show "world class type of leadership" and suggested involving others besides NSF, such as leading universities that use global data benchmarked from different institutions.

Trustees thanked Dr. Abler and Mr. Kolar for their excellent overview.

#### *Featured Agenda Item: IMSA Field Offices*

Michelle Kolar introduced IMSA Field Office Coordinators Takeshia Osley (Chicago) and Cindy Lyles (Metro East/Belleville). Ms. Osley and Ms. Lyles spoke briefly about some of the current activities and future plans for students, teachers and schools in their respective areas.

Ms. Kolar shared a snapshot and vision of the field offices, commented on how they align with and support IMSA's Strategic Plan and *The Public Agenda* (IBHE), reviewed goals and FY10 priorities, and noted plans for measuring success. She stressed the importance of earning the trust of the communities where Field Offices are located and reported that IMSA had been invited

to participate in an audit of science and mathematics in Area 15 (Chicago). She said many teachers “in the trenches” do not know how to access resources and Field Offices would help address this need. She said RESSS was assisting with data collection and measures to show success.

The Board discussed needs assessment, logic models, evaluation, tracking, testing and methodology. Dr. McGee expressed the hope of having a good baseline data after this year; Mr. Knight said this would be helpful in raising money and obtaining grants. Trustee Olszewski-Kubilius advised against “shooting in the dark” and recommended good planning upfront to help ensure that IMSA can demonstrate effectiveness of its programs later. Trustee Budzik cautioned about products that people do not know they need. Trustee Griffin questioned what was new, since IMSA has always had outreach programs. Dr. McGee cited the Teacher Candidate Institutes as an example and also the community-based approach in these targeted areas.

### **Motion for Closed Session**

A motion was made by Trustee Naughton and seconded by Trustee McEachern to go into closed session at 11:10 a.m. Voting aye were Trustees Isoye, Budzik, Griffin, McEachern, Naughton, Núñez and Olszewski-Kubilius. The motion carried by a vote of 7 ayes, 0 nays.

### **Closed Session Held**

### **Reconvene in Open Session and Adjourn**

The Board returned to open session at 12:45 p.m. A motion was made by Trustee Núñez and seconded by Trustee McEachern to adjourn the meeting. Voting aye were Trustees Isoye, Budzik, McEachern, Naughton, Núñez and Olszewski-Kubilius. The motion carried with 6 ayes, 0 nays.

Respectfully submitted,

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Steven T. Isoye  
Chairman

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Catherine C. Veal  
Secretary