

GOVERNING BOARD MEETING
FOR THE JOHN C. DUNHAM STEM PARTNERSHIP SCHOOL
Governing Board Minutes

Tuesday, October 6, 2015
1:00 p.m.

John C. Dunham STEM Partnership School, Easley Education Center
405 S. Gladstone Ave.
Aurora, Illinois 60506-4892

1. Call to Order

The meeting was called to order at 1:00 by President Eagle.

2. Roll Call

Board members present: Dr. Karen Sullivan, Dr. Jeff Craig, Dr. Sherry Eagle, Dr. Lisa Hichens, Christie Tyler for Dr. Popp

3. Public Comments

None

4. Executive Session

Moved by Sullivan seconded by Tyler to enter into closed session at 1:02pm for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

5. Adjourn Executive Session

Moved by Craig and seconded by Sullivan to return to Open Session at 1:19pm.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

Open Session

1. Roll Call

Board members present: Dr. Karen Sullivan, Dr. Jeff Craig, Dr. Sherry Eagle, Dr. Lisa Hichens, Christie Tyler for Dr. Popp

2. Consent Agenda

- 2.1. Approval of Regular Meeting Minutes of August 18, 2015
- 2.2. Approval of Executive Session Minutes of August 18, 2015
- 2.3. Approval of Personnel- Temporary Employee Susan Brennan-McGuire
- 2.4. Approval of July, August Bill Listings

Board member Sullivan removed 2.2 from the consent agenda. Moved by Sullivan and seconded by Craig to approve items 2.1, 2.3, 2.4 from the consent agenda.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

It was noted that the minutes for the executive session on August 18, 2015 were not labeled accurately. The heading will be changed to show "Executive Session Minutes."

Moved by Sullivan and seconded by Tyler to approve the Executive Session Minutes from August 18, 2015 as amended.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

3. Action Items

- 3.1. Arin Carter's Goals for the 2015-2016 Academic Year
Carter reviewed her 3 personal and 3 professional goals for the 2015-16 school year. Her professional goals are to facilitate the development and achievement of the goals set in the John C. Dunham STEM Partnership School's School Improvement Plan; to promote the John C. Dunham STEM Partnership School to help move toward the vision of the JCD STEM Partnership School becoming a national model; and to build a collaborative team including teachers, district

representatives, faculty, corporate and not for profit partners which develops a continuously evolving STEM integrated curriculum. Her personal goals are to apply for the Doctoral program at Aurora University; to attend a state level professional conference; and to explore other partnership schools. The conversations with the governing board regarding her progress will be ongoing.

Moved by Tyler and seconded by Craig to approve Arin Carter's evaluation goals for 2015-16.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

3.2. School Improvement Plan

Carter presented the John C Dunham STEM Partnership SIP goals for 2015-16. The goals are that all students will increase their STEM content knowledge; all teachers will increase collaboration with partners, faculty, and fellow colleagues in the areas of STEM content and STEM careers; and all parents' familiarity with the STEM curriculum will increase. A variety of tasks aligned to the goals were presented. It was confirmed that the plan would be communicated to stakeholders and that teachers helped to create the plan.

Moved by Craig and seconded by Sullivan to approve the School Improvement Plan as presented.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

3.3. Audit Procedures

Dr. Eagle discussed a process that would result in a set of procedures that will serve as the audit for the John C. Dunham STEM Partnership School. Moved by Craig and seconded by Tyler to adopt the following resolution:

The Chief Financial Officer, or their representative, from the East Aurora, West Aurora, Indian Prairie, and Batavia school districts in consultation with the Aurora University CFO and Controller develop appropriate procedures to evaluate the effectiveness of the internal controls, appropriateness of expenditures, and accuracy of financial reporting by Aurora University, as the

STEM school fiscal agent, for the school year ended June 30, 2015. Such testing will be conducted by an auditing firm as selected by the Governing Board pursuant to an Agreed-Upon Procedures engagement in lieu of an audit.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

3.4. Selection of Auditor

The Agreement for the Joint Operation of the John C. Dunham STEM Partnership School calls for an annual audit from an auditing firm approved by the Governing Board. The auditing firm will utilize the procedures set forth under the terms of the previously approved agenda item.

Moved by Craig and seconded by Sullivan to select Sikich Gardner & Co to complete the audit for the John C. Dunham STEM Partnership School for the school year ending June 30, 2015.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

3.5. Outside Evaluator's Contract for the 2015-2016 School Year

Dr. Eagle provided the board an Independent Contractor Agreement with EvalSolutions and credentials for Elizabeth J. Oyer to evaluate the John C. Dunham STEM Partnership School. The evaluation is to be initiated by October 12, 2015 and completed by June 30, 2016.

Moved by Tyler and seconded by Sullivan to approve the Independent Contractor Agreement as presented.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

3.6. Student Computer Usage Contract

Aric Carter presented the STEM Partnership School Chromebook Usage and Digital Citizen Agreement to the board. The agreement would allow 7th and 8th grade students the opportunity to take their Chromebooks home each night.

Moved by Craig and seconded by Sullivan to approve the

School Chromebook Usage and Digital Citizen Agreement as presented.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None

4. Information/Presentations/Discussion

4.1. School Report

Arin Carter discussed STEM Partnership School updates including the Professional Development Model.

4.2. Transitioning STEM Partnership teachers back to home district

In a continuing effort to bring STEM Partnership School benefits back to the partner school districts, the board engaged in a discussion about the plan. After school STEM programming and Amazing Summer Science have benefited 18 partner schools. The curriculum will be ready to share with the partner districts by the end of the month. The conversation will continue at the January 5, 2016 STEM Governing Board meeting, and a topic of conversation will be the current STEM Partnership School teachers' scheduled return dates to their home districts.

5. Adjourn

Moved by Sullivan and seconded by Tyler to adjourn the Governing Board meeting at 2:33pm.

Ayes: Craig, Eagle, Hichens, Sullivan, Tyler

Nays: None



Dr. Lisa Hichens
Governing Board Secretary
John C. Dunham STEM Partnership School