

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
April 23, 2013**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, April 23, 2013, at Wilco Area Career Center. The meeting was called to order by Board President George Rimbo at 6:32 p.m. Mr. Rimbo requested the roll to be called.

ROLL CALL

ROE Mr. Shawn Walsh	present	209U	Dr. Matt Swick	present
			Ms. Peggy Kunz	present
255U Mr. Mark Mitchell	absent			
Mr. Larry Blackburn	present	202	Dr. John Harper	absent
			Mr. Rod Westfall	absent
365U Dr. Jim Mitchem	present-arrived 6:40 p.m.			
Mr. Ronnie Bull	absent	210	Dr. Mary Ticknor	absent
			Mr. George Rimbo	present

PUBLIC COMMENTS

None

AGENDA REVISIONS

None

CONSENT AGENDA ACTION ITEMS

AR#0413-2420 –It was moved by ROE and seconded by 209 to accept the consent agenda including:

CA1 - Approval of Minutes of the previous meetings, March 19, 2013

CA2 - Approval of expenditures presented for payment for April, 2013

CA3 - Accepted the resignation of Judy Kurtz, EMS Instructor effective May 29, 2013.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

ASSISTANT DIRECTOR'S REPORT for April 23, 2013 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. SkillsUSA - Elizabeth told the board 18 students competed in Springfield at the state SkillsUSA Conference. Ashley Kuntz from Bolingbrook placed 2nd in job skills for Demonstration speech.
2. FCCLA- Elizabeth reported to the board that 12 students competed at the state FCCLA Conference With Austin McGue from Plainfield Central placing 1st and Best in Show in Cake Decorating, Mike Corcoran from Romeoville also placing 1st in Cake Decorating and Sara Glasgow from Plainfield North earning a National Qualifying rank in Interviewing.
3. NATEF – Elizabeth reviewed with the board the results of the recent NATEF recertification visit. The high points were that they were happy with Safety and Curriculum and the area needing improvement was Student Follow-up.

4. Danielson Implementation – Elizabeth updated the board on the Danielson implementation. We will be finished with domains 2 and 3 in May. It will be implemented next school year and discussion is underway on how to weight areas in the domains.
5. JJC Dual Credit – Elizabeth discussed with the board the issues being discussed with JJC regarding Dual Credit. She is trying to get final decisions on courses by September of the previous year to have time to notify the high schools for registrations and to advertise the classes and make plans for staffing. She also said she has requested rationale on when JJC declines and agreement. She also told the board that JJC's deadline to list employees for the upcoming semester is May 1st and she requested for a later deadline to enable staffing to be completed in the summer. Elizabeth also informed the board that there is no timeline or word on the COMPASS test. She has not heard yet.
6. School Visits – Elizabeth reported that schools are using the PSAE days when we have no students here to make their visits. We have had Lukancic 8th graders and Wilmington and Reed-Custer freshmen.

DIRECTOR'S REPORT for April 23, 2013 Regular Meeting

Katrina Plese, Executive Director

1. Standard Based Assessment Project – Katrina updated the board with information on the project. 15 Area Vocational Centers are now on board to partner in this project. Wilco will be the fiscal agent and will draw up an Intergovernmental Agreement. Katrina provided the board with a timeline for the project and the costs per year. There will be a 2-day training workshop in June.
2. Administrative/Student Management System – Katrina provided the board with handouts on information management systems to replace Centre, which has limited capabilities. She would like to continue to review available systems/products until August then in the fall develop an implementation plan with the goal of purchasing the software packages and begin set-up and training by January. The goal is to have the new system fully implemented by July 1st 2014.
3. Braidwood Fire Dept. – Katrina gave the board another handout which was a draft of an Intergovernmental Agreement with the Braidwood Fire Dept. to establish a Fire Science class in Braidwood. Wilco will pay Braidwood a percentage of the tuition for those students based on the 11th day enrollment. ESIC is reviewing the insurance values.
4. IACTE Media Blitz Tour – Katrina informed the board that IACTE will be doing a week-long tour across the state with representatives from ACTE to inform schools about unique programs like our Heavy Equipment Technician Program. There will be contact with national representatives from Snap-On Tools and the trades. There will possibly be an article in *Techniques*.
5. Facilities Update – Katrina was pleased to update the board on facility maintenance projects. The Fascia project was completed over spring break.
6. FY 14 Budget – Katrina told the board the FY 14 budget is in the development stage. It includes staffing recommendations including an additional position in CNA/Intro to Health Professions. It also contains building maintenance projects such as tuckpointing and a new lawn mower. Also, our bus is not in working condition and Katrina is looking for funds to transfer for a new bus, most probably a used or a lease purchase.
7. Daggett Workshop Flyer – Katrina provided the board with a flyer on a Rigor and Relevance Daggett Workshop to be held this August.

POLICIES

- Policy # 3.30 – Assistant Director Job Description – Amendment to current policy, 1st reading.
Policy #3.40 – Assistant Principal for Student Services – new policy, 1st reading.

OTHER ACTION ITEMS:

None

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Organizational Chart – Katrina provided the board with an organizational chart to reference in discussing the job descriptions in policies.
- B. Joint Agreement Budget Amendment - Katrina informed the board of the need for an amendment to the FY13 Joint Agreement Budget. There is an overall increase in total Expenditures of \$2,557 (adult education). The revised grant budgets come from Perkins/CTEI.
- C. Upcoming Events – Katrina reviewed some upcoming events with the board such as the Illinois Core: Put to the Test, which is attending in Springfield and a reminder about the last Public Buffet which will be May 3rd.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, May 21, 2013 at 6:30 p.m.

ADJOURNMENT

President Rimbo asked for a motion to adjourn the board meeting. It was moved by ROE and seconded by 365 to adjourn the board meeting at 7:14 pm.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED

President, Wilco Area Career Center Board of Control

DATE

Secretary, Wilco Area Career Center Board of Control

DATE