

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
January 18, 2018**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Thursday, January 18, 2018, at Wilco Area Career Center. Board President Rod Westfall called the meeting to order at 6:10 p.m. and requested the roll to be called.

ROLL CALL

ROE	Mr. Frank Perucca	present	209U	Mr. Kevin Feeney	present
				Ms. Peggy Kunz	present
255U	Dr. Christine Nelson	present	202	Mr. Glenn Wood	present
	Mr. Jesse Morris	absent		Mr. Rod Westfall	present
365U	Dr. James Mitchem	absent	210	Dr. Mary Ticknor	present
	Mr. Victor Zack	present		Mr. Gary Gray	present

PUBLIC PRESENTATIONS/COMMENTS

Jennifer Alessi, Wilco Veterinary Assistant program instructor asked to bring students to the next board meeting to observe parliamentary procedures.

CLOSED SESSION

None

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

None

CONSENT AGENDA ACTION ITEMS

AR#0118-2625

It was moved by 365 and seconded by 209 to approve Consent Agenda items including; CA1: Minutes from the previous meetings from December 19, 2017, CA2: Expenditures presented for January 2018, CA3: HOSA trip approval to attend the spring conference and competition in Decatur, IL. Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

EXECUTIVE DIRECTOR'S REPORT for January 18, 2018 Regular Meeting

Elizabeth Kaufman, Executive Director

1. Finance – Elizabeth updated the board on money still owed by the state: \$540,138, the full amount of this year's CTEI grant.
2. Technology update – Elizabeth reported we have equipped 5 classrooms with new access points, power injectors, switches and CAT 6 cable in four rooms along with an update of our Firewall. In February, Elizabeth said the goal is to present a technology plan to upgrade all the technology

infrastructure throughout the school. She has met with several consulting groups on the internet connection issues.

3. Mini-Grant – Elizabeth told the board we were awarded a self mini-grant for a matching \$1,250. The grant will be used for floor driers, wet floor cones and light-weight tables.
4. Donation – Elizabeth informed the board of a donation of laptops we received from Computers for Learning. The Computer Technology class will evaluate the use of each of the computers.
5. E-Rate – Elizabeth said the ERate is not eligible for equipment, but would be for wifi service. With our current service, the charge of filing would be a wash with the discount received. However, if the school transitions to fiber internet, there would be a savings.
6. Curriculum – Elizabeth spoke with the board about the Summer CNA course which we hope to offer again this summer. There will be 84 theory hours and 42 clinical hours. The tuition for the class will stay at \$895, plus costs for textbook, CPR, uniform, background check and state test.
7. Leadership – Elizabeth informed the board she, Nance Budde and Karen Aldworth will be presenting at the ACTE Region III Conference in LaCrosse, Wisconsin June 20-22. She said we also have three teams presenting at the February IACTE conference in Springfield. She also notified the board she has been elected to the TREP Board of Directors.
8. Public Relations – Elizabeth updated the board on recent visits to the center from Bolingbrook, Ira Jones Middle School and Plainfield Central and South. Elizabeth also let the board know Wilco was at 8th grade orientations for South, East and Romeoville. An updated promotional video for Wilco has been developed by our Student Services Tutor, Megan Truscott and has been utilized at presentations at North and East.

POLICIES

None

RESOLUTION

None

OTHER ACTION ITEMS:

AR#0118-2626

It was moved by 210 and seconded by 255 to approve the CNA Summer Course at Wilco from May 30th to July 18th.

UNFINISHED BUSINESS

None

NEW BUSINESS

Strategic Planning Committee – The strategic planning committee met prior to the evening’s board meeting and discussed the update of Wilco’s strategic plan including the topics of: 1. Review of current plan, 2. Revision or re-write, 3. Inclusion of stakeholders, 4. Data collecting and reporting, and 5. Planning and implementation timeline.

ANNOUNCEMENTS / INFORMATION ITEMS

1. ACTE High Quality Framework - Elizabeth explained to the board the national CTE organization’s development of criteria of High Quality CTE. The process used was similar to the one used for our Auto Service department, which has to be updated every five years. Elizabeth said she would like to implement this model in the future.
2. Upcoming Events – Elizabeth told the board about upcoming events such as February being Career and Technical Month and Career and Technical Week here at Wilco being February 5th – 9th.

NEXT MEETING

The next Board of Control meeting will be a regular board meeting to be held Thursday, February 15, 2018 at 6:00 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 210 to adjourn the board meeting at 6:20 pm.

Roll call vote: 6 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