

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
September 16, 2014**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, September 16, 2014, at Wilco Area Career Center. The meeting was called to order by President Rod Westfall at 6:30 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

| | | | | |
|---------------------------|---------|------|------------------|---------|
| ROE Mr. Frank Perucca | present | 209U | Dr. Matt Swick | absent |
| | | | Ms. Peggy Kunz | present |
| 255U Ms. Christine Nelson | absent | | | |
| Mr. Larry Blackburn | present | 202 | Mr. Glenn Wood | present |
| | | | Mr. Rod Westfall | present |
| 365U Dr. James Mitchem | absent | | | |
| Mr. Daniel Falese | absent | 210 | Dr. Mary Ticknor | present |
| | | | Ms. Bev Marzec | present |

AGENDA REVISIONS

None

PUBLIC COMMENTS

JJC Technical Department presentation on the Advanced Integrated Manufacturing classes. Laura Cotner and was here from JJC to speak to the board about 4 classes in their new AIM studies. These classes will be offered in early morning and the college will open a number of positions for Wilco students to take the courses.

CLOSED SESSION

President Westfall asked for a motion to adjourn into closed session for the purpose of: 1. Collective negotiating matters between the Center and its employees: 5 ILCS 120/2(c)(1), and 2. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Center: 5 ILCS 120/2(c)(1).

It was moved by 255 and seconded by 202 to go into closed session at 6:50 p.m.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

It was moved by 202 and seconded by 255 to end the closed session and return to the open board meeting at 6:58 p.m.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

CONSENT AGENDA ACTION ITEMS

AR#0914-2481 –It was moved by 210 and seconded by 209 to accept the consent agenda including:

CA1 - Approval of minutes from previous meetings; August 19, 2014.

CA2 - Expenditures presented for payment for September, 2014

CA3 - Approval of overnight trip to Western Illinois University for Fire Science students.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

ASSISTANT PRINCIPAL'S REPORT for September 16, 2014 Regular Meeting

Julia Ann Oglesby, Assistant Principal for Student Services

1. Julia provided the board with a hand-out from the Special Education Symposium.
2. Julia reported to the board she has visited all Wilco classrooms with the Wilco handbook and discussed with all classes the rules, policies and behavioral expectations.
3. Julia said she is still compiling special education information/medical care plans from each of the high schools.
4. Julia informed the board that at Open House Student Services will be available to assist parents and guardians with parent portal log-ins for the new I-Campus so that they may monitor student grades and attendance.

ASSISTANT DIRECTOR'S REPORT for September 16, 2014 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Curriculum – Elizabeth discussed with the board the new class JJC is offering, AIM. She also said they are working on clean-up of dual credit listings, and the removal of the Medical Office and Building Trades classes. She also told the board that Heavy Equipment is going to be opened to all Districts.
2. Assessment Project – Elizabeth reported the pilot testing is being done in Criminal Justice, CNA, Auto Body and Fire Science. She said the current group has submitted the first group of questions with an additional 30% to be completed next week.
3. Professional Development – Elizabeth reported on her attendance at the ISBE meeting in Bloomington. She provided the board with a hand-out from the meeting about the pilot 'Race to the Top' project being funded with state funds. Elizabeth also reported that Julia, Melissa and Elizabeth Zucker will be providing teachers with special education topics at each monthly staff meeting. Elizabeth also thanks Shawn and the ROE for the Grant on formative assessment.
4. Community Relations – Elizabeth updated the board on Wilco involvement in our home school communities: Culinary Arts Demonstrations; Buffets beginning in October; participation in the Plainfield Homecoming parade; EMS instructor presenting to the Sports Medicine class at Plainfield South; the addition of Wilmington schools bringing students here to Wilco March 3rd; Plainfield Central bringing students on November 14th; and the upcoming Guidance breakfast October 31st.

DIRECTOR'S REPORT for September 16, 2014 Regular Meeting

Katrina Plese, Executive Director

1. 11th Day Enrollment – Katrina provided the board with a hand-out showing the 11th Day Enrollments for this fiscal year. Enrollment total is 898. The handout gave a district comparison of enrollments of this year and FY 14.
2. Finances – Katrina discussed the effect of the enrollment numbers on the budget (it was based on preliminary enrollment of 952 students). She told the board she will be looking at making adjustments with the CTEI grant. A meeting with the finance committee will be needed to review options. She reminded the board that Capital improvement projects were included in the deficit.
3. IL Funds – Katrina reported to the board that according to the audit, Fund 60 Capital Projects was zeroed out and the funds in the IL Funds Account were from the general bank account. She proposes closing that account and transferring those monies to the account at First Midwest Bank.

4. Construction Update – Katrina updated the board on the construction to the new office entrance. She met with the project manager from Healy Bender to review door hardware issues that will be discussed with the contractor. She informed the board we are holding \$40,000 in payments to the Contractor until issues are resolved.
5. Asbestos Survey – Katrina reported the 3-year asbestos inspection has been done and the Center is in compliance. The inspector's report is in the Asbestos files and the original submitted to the State.

RESOLUTIONS

None

POLICIES

None

OTHER ACTION ITEMS:

AR#0914-2480 – IL Funds Account

Recommendation to close the account and move money to the account at First Midwest Bank.

AR#0914-2482 – 2015-2016 Course Descriptions

Recommendation to update/make changes to the course descriptions for FY16.

AR#0914-2483 – Administrative Contracts

Recommendation to approve the Administrative contracts as presented.

AR#0914-2484 – Non-Certified Personnel Salaries

Recommendation to increase non-certified personnel salaries 3% retroactive to the fiscal year beginning, July 1st, 2014.

Motion from 209 and seconded by 255 to approve the 4 action report items listed above.
Roll call vote on #2480 - 2484: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

AR#0914-2485 – Teacher's Contract – no action was taken. Action deferred to next month.

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Open House – Katrina reminded the board about the upcoming Open House on Thursday, Sept. 25th from 6 – 8 pm.
- B. DCEO Grant– Katrina informed the board the state of Illinois has released funds for the \$20,000 grant from the Democratic Caucus. This is to be a 2 year project with renovation to the Child Care observation room, asbestos removal and reconfiguration required from the Health/Life Safety report.
- C. Iowa ACTE – Katrina told the board she will be attending the Iowa ACTE conference as a guest to bring greetings. This is one of her ACTE Region 3 responsibilities. The expenses will be paid by Region 3.

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, October 21, 2014 at 6:30 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 255 and seconded by 209 to adjourn the board meeting at 7:20 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