

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
February 21, 2013**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, February 21, 2013, at Wilco Area Career Center. The meeting was called to order by Board Vice President Rod Westfall at 6:33 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

ROE Mr. Shawn Walsh	absent	209U	Dr. Matt Swick	present
			Ms. Peggy Kunz	present
255U Mr. Mark Mitchell	present			
Mr. Larry Blackburn	present	202	Dr. John Harper	absent
			Mr. Rod Westfall	present
365U Ms. Tammi Conn	present			
Mr. Ronnie Bull	present	210	Dr. Mary Ticknor	present
			Mr. George Rimbo	absent

PUBLIC COMMENTS

No public present.

AGENDA REVISIONS

None

CLOSED SESSION

Vice-President Westfall asked for a motion to go into closed session at 6:34 p.m. for the reason of: 1. Discussion of minutes of meetings lawfully closed, semi-annual review. It was moved by 255 and seconded by 365 to go into closed session. Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved by 255 and seconded by 365 to end the closed session and return to the open board meeting at 6:38 p.m.

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

CONSENT AGENDA ACTION ITEMS

AR#0213-2414 –It was moved by 209 and seconded by 365 to accept the consent agenda including:

CA1 - Approval of Minutes of the previous meeting, January 22, 2013

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

CA3 - Donations: Pursuant to Board Policy, "Donations, Grants and Bequests" C340, under General School Administration, approved the following donations:

1. Manhattan Fire Protection District: helmets, jackets & pants for the Fire Science program. Chief Dan Forsythe, 100 Park Rd., Manhattan, IL 60442.
2. Joseph Gentilluomo, 2423 College Rd., Downers Grove, IL 60516, donation of

a 1997 Mercury Villager van for the Auto Service program.

CA4 – Travel for HOSA State Competition

The Health Occupations Students of America (HOSA) State Leadership Conference will be held in Decatur, IL, March 13 – 15th. Students and chaperones will be staying at the Decatur Conference Hotel, Decatur, IL and will be transported by Wilco school bus.

Chaperones: Elizabeth Kaufman, Asst. Director, Sue Ardolino, Nance Budde, Karen Aldworth and Mike Johnson, Instructors.

Students Planning to Attend:

Bolingbrook High School

Mary Mae Albeza
Nicola Colucy
Stephen Kalis

Lemont High School

Daniel Melvin
Robert Parson

Romeoville High School

Claudia Castro
Joclyn Escobedo

Reed-Custer High School

Sarah Beata
Heaven Findlay
Megan Foster
Megan Horn
Madeline Evans
Brandi Sorensen
Halie Senko
Elizabeth Villagomez

Plainfield High Schools

Abdullah Baig – Pfld. Central
Evan Walters – Pfld. Central
Katie Cech – Pfld. South
Emily Dellamorte – Pfld. South
Amanda Hill – Pfld. South
Kadime Imeri – Pfld. South
Elizabeth Kiser – Pfld. South
Kayleigh Lilliwitz – Pfld. South
Deniece Guterrez – Pfld. East
Juliana Oglesby – Pfld. East
Hyun Ae Park – Pfld. East
Taylor Hipps – Pfld. North
Katie Zak – Plainfield North

Wilmington High School

Derek Pitts

Lockport High School

Jasmine Alfara
Madison Viverito
Lindsey Neilsen

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

DIRECTOR’S REPORT for February 21, 2013 Regular Meeting

Katrina Plese, Executive Director

1. Elizabeth Kaufman – Katrina informed the board that Elizabeth Kaufman, Asst. Director, is at the IACTE Conference in Bloomington and she is President-elect of the Organization.
2. Capital Improvement Plan – Katrina met with architect Scott Anderle and compiled a list of future capital improvements for the Center, which she provided to the board for discussion. Mr. Anderle will work on necessary sketches and figures for planning purposes.

3. Legislation – Katrina told the board the legislation to change the budget due date for entities with a joint agreement has been pulled.
4. Braidwood Fire Science – Katrina updated the board on interest shown for a possible Fire Science class in Braidwood for Wilmington, Reed-Custer and Coal City students. There have only been 4 students registered but final enrollments have not been submitted.
5. NATEF – Katrina told the board the Auto Service re-certification application has been submitted to NATEF. The standards now have new categories and no longer are listed by categories such as brakes, electrical systems, etc. Now Maintenance and Light Repair is an overview of all 8 areas to be covered.
6. Curriculum Advisory Committee – Katrina informed the board of the function of the Curriculum Advisory Committee and its ability to keep us in tune with what is going on at the home schools. Katrina told the board each of the school districts were represented at their recent meeting and also Lockport. Discussion involved make-up work policies, participation rubric (which Katrina provided the board with a hand-out showing the job readiness rubric), standards based reporting, weighting of classes, and enrollments. Katrina encouraged the schools to get preliminary enrollment numbers to Wilco ASAP. Preliminary enrollments indicate increases in Intro to Health Professions, Welding and Criminal Justice. New courses were discussed such as revamping Computer classes with a focus on gaming development.
7. Local Debt Recovery Program – Katrina was disappointed to inform the board that she received an E-mail from the State of IL with a notice to the board that the Office of the Comptroller is no longer accepting school district debt into the LDRP program at this time.
8. Building Trades – Katrina informed the board that she will be meeting with Habitat Friday to discuss possible options for Building Trades such as 1 – 2 days at the Habitat site, building modular walls on site and also the possibility of having the program on-site to provide more time on task and as a result, incurring less discipline issues.
9. Industrial Appraisal – Katrina provided the board with a hand-out from Industrial Appraisal with the physical inspection inventory done December 10, 2012. She told the board the cost of reproducing all the inventory new would be \$12,897,267.

RESOLUTIONS

None

POLICIES

Policy #5:320 – Non-Certified Vacation – Amendment to policy

It was moved by 210 and seconded by 365 to approve the amendment to the policy.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Amendment accepted.

OTHER ACTION ITEMS:

AR#0213-2415- Closed Session Minutes and Closed Session Tapes

It was moved by 255 and seconded by 209 to keep former closed session minutes closed and to destroy all closed session tapes over 6 months old.

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

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Standard Based Assessment – Katrina informed the board that area career center directors met to discuss standard based assessments. The centers interested in working together at this time are KACC, GAVC, IVCC and Beck ACC in Redbud, IL. Katrina said the project was presented to the TREES Executive Board and there are several large school also interested in participating. The cost of an assessment program is based on the number of participants, an estimate being \$10,000 - \$12,000 per Program. The estimate for testing is \$14 - \$18 per

student. Katrina discussed the possibility of drawing up an Intergovernmental Agreement with all participating Career Centers. Katrina also discussed the difference between a type 1 or type 2 assessment. NOCTI charges \$27 per student for pre and post assessment, SkillsUSA charges \$20 per student for assessment and involves only 1 test.

- B. Continuous Improvement Model– Katrina discussed with the board the Daggett model for continuous improvement. She provided the board with a handout explaining the components of the proposal and the rationale behind the needs assessment and professional development. The improvements it can provide help to ensure future-focused learning delivered through best practices and assessment through rigorous standards while minimizing gender stereotypes.
- C. FY14 Calendar – Katrina presented the board with the draft of Wilco’s fiscal year 2014 calendar.
- D. Student of the Month – Katrina pointed out the list of students of the month in the board folder and also a thank you note received for the Auto Service program.
- E. Upcoming Events – Katrina reviewed some upcoming events with the board such as the IACTE Conference February 21 – 22nd, the ACTE National Policy Seminar and Board meeting she will be attending. Also the week of March 24th will be spring break for most school except Valley View.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, March 19, 2013 at 6:30 p.m.

ADJOURNMENT

Vice-President Westfall asked for a motion to adjourn the board meeting. It was moved by 255 and seconded by 365 to adjourn the board meeting at 7:09 pm.

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

APPROVED

Vice-President, Wilco Area Career Center Board of Control

DATE

Secretary Pro-tem, Wilco Area Career Center Board of Control

DATE