

**WILCO AREA CAREER CENTER
MINUTES
of the
Meeting of the Wilco Board of Control
October 18, 2011**

CALL TO ORDER

The Wilco Board of Control met in Regular Session on Tuesday, October 18, 2011, at Wilco Area Career Center. The meeting was called to order by Board President George Rimbo at 6:29 p.m. Mr. Rimbo asked for the roll to be called.

ROLL CALL

ROE	Dr. Jennifer Bertino-Tarrant	absent	209U	Dr. Matt Swick	present
				Ms. Peggy Kunz	present
255U	Dr. John Butts	present			
	Mr. Larry Blackburn	present	202	Dr. John Harper	present
				Mr. Rod Westfall	present
365U	Ms. Brigitta Altmann	present- arrived 6:32			
	Mr. Ronnie Bull	present	210	Dr. Sandy Doebert	present
				Mr. George Rimbo	present

CLOSED SESSION

President Rimbo asked for a motion to go into closed session at 6:30 p.m. for the reason of: 1.

Personnel: Appointment, employment, and compensation of a specific employee(s).

It was moved by 365 and seconded by 255 to go into closed session.

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

It was moved by 255 and seconded by 209 to end the closed session and return to the open board meeting at 6:40 p.m.

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

AGENDA REVISION

None

PUBLIC PRESENT/COMMENTS

None

CONSENT AGENDA ACTION ITEMS

AR#1011-2353 –It was moved by 202 and seconded by 255 to accept the consent agenda items:

CA1: Approval of minutes from the Public Hearing, Closed Session and Regular meeting of the Board of Control on September 20, 2011.

CA2: Approval of expenditures presented for payment for October, 2011.

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

ASSISTANT DIRECTOR'S REPORT for October 18, 2011 – Regular Meeting

Elizabeth Kaufman, Assistant Director

Ms. Kaufman discussed her meetings with district personnel regarding several topics:

1. District Meetings – Elizabeth met with Matt Swick, Mark Mitchell and Dave Clark and presented

several proposals for the grading scale at Wilco. Proposal 1 is to change the Wilco grading scale to a 10% scale, Proposal 2 is to report student grades to districts as a percent, or the final choice is to maintain the current system of reporting. Elizabeth's recommendation is to adopt the 10% grading scale. Elizabeth provided the board with a handout with information on each district's grading scale, the JJC grading scale and rationale for changing the scale at Wilco. Also discussed with district personnel were the topics of technical math and how some of the students have math skills but not technical math, such as needed in Heavy Equipment; the possibility of having a Health Professionals course for those interested in Health Care but not CNA; and a possible \$25 fee for Early Childhood Education for a manual for credentialing.

DIRECTOR'S REPORT for October 18, 2011 Regular Meeting

Katrina Paddick, Executive Director

1. **Federal/State Surplus Program Resolution** – Katrina informed the board that the Criminal Justice department wishes to apply to receive equipment such as vehicles from the State of Illinois Surplus Property Program. They hope to receive a used squad car for their program. There is a Resolution in the agenda to allow them to apply for this program.
2. **Open House** – Katrina was happy to report to the board that the Open House in September was a huge success with over 700 attendees, the highest number ever for Wilco's Open House.
3. **Job Descriptions** – Katrina told the board she is updating the job descriptions for teachers before May 10th due to Education Reform in Illinois. She also reported that our legal counsel is reviewing the teacher's qualifications and that will be tied to the job description. Last update on the teacher's job description was in 1999.
4. **Advisory Committees** – Katrina updated the board on the advisory committees of the districts and discussion on the topics of: Session/transportation schedule and grading scale, which Elizabeth Kaufman discussed along with technical math.
5. **CTE Fact Sheet** – Katrina reviewed a CTE fact sheet included in the board packet showing projections for occupations from 2008-2018 in Illinois.

RESOLUTIONS

R#1011-1063 – Federal and State Surplus Program

It was moved by 255 and seconded by 209 to accept the resolution to apply for State and Federal surplus materials.

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

OTHER ACTION ITEMS:

AR#1011-2354 – 2012-2013 Course Descriptions

It was moved by 202 and seconded by 255 to approve the Course Descriptions for 2012-2013.

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

AR#1011-2355 – Personnel – Resignation & Hiring

It was moved by 209 and seconded by 255 to accept the resignation of Linda Pederson, part-time Clinical Instructor, and to approve the hiring of Michelle Bell (Morris site) and Lavon Thomas (Main Campus) for part-time Clinical Instructors @ \$27.00/hr.

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

ANNOUNCEMENTS / INFORMATION ITEMS

A. **Grading Scale** – Elizabeth Kaufman discussed this item in her presentation.

- B. Assistant Director Evaluation – Katrina informed the board that the evaluation needs updating to include student growth and other items.
- C. Upcoming Events – Katrina pointed out the schedule included in the packet and discussed with the board the upcoming Public Buffet on Nov. 3, the HOSA Blood Drive success of 78 pints, the LifeStar helicopter visit for EMS, Fire Science & Criminal Justice classes, and a reminder about the November board meeting on November 8th rescheduled due to the ACTE conference.
- D. SIS Update – Katrina told the board she had a personal conference call with ISBE and wanted to tell the schools that they are doing a great job with their part of the student information, although accurate enrollment data is still a challenge for AVC’s.
- E. Public Safety Meeting – Katrina discussed the public safety meeting and reviewed the minutes and information included in the board packet from the meeting.
- F. IEP Update – Katrina discussed with the board the IEP numbers for this year and shared a spreadsheet showing the total number of IEP students from each school with a total at Wilco of 19% IEP enrollment.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, November 8, 2011 at 6:30 p.m.

ADJOURNMENT

President George Rimbo 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