

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
August 21, 2018**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, August 21, 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	Dr. Shawn Walsh	present	209U	Mr. Kevin Feeney Ms. Peggy Kunz	present present
255U	Dr. Mark Mitchell Mr. Chris Cavanaugh	present present	202	Mr. Glenn Wood Mr. Rod Westfall	present present
365U	Ms. Tammi Conn Mr. Victor Zack	present present	210	Dr. Mary Ticknor Mr. Gary Gray	absent- arrived 6:15 present

PUBLIC PRESENTATIONS/COMMENTS

Public Present for meeting – Don Malec, Criminal Justice Instructor and Union President for Wilco teachers and Dave Koch, member of Plainfield Dist. 202 school board.

CLOSED SESSION

It was moved by 210 and seconded by 255 to go into closed session at 6:10 p.m. for the reason of: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees - 5 ILCS 120/2(c), and 2. Discussion of minutes of meetings lawfully closed, semi-annual review – Section 2.06 5 ILCS 120/2(c)(21).

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved by 365 and seconded by 255 to adjourn the closed session and return to the regular board meeting at 6:13 p.m.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

None

CONSENT AGENDA ACTION ITEMS

AR#0818-2647

It was moved by 202 and seconded by 209 to approve Consent Agenda items including: **CA1:** Minutes from the previous meetings of June 19, 2018; **CA2:** Ratify expenditures presented for June and July 2018; **CA3:** Expenditures presented for August, 2018; **CA4:** Personnel: resignation of Laura McNicholas, C.N.A. Instructor, **CA5:** Hiring of Dave Leja, Auto Service Aide, PT at \$16/hr, Hiring of

Scott Dudgeon, Culinary Arts Aide, FT at \$15/hr., hiring of Clyde Winters, PT (2/3) Tutor/Aide at \$16/hr. Status change of Patricia Crofoot from Clinical Instructor to C.N.A. classroom instructor. **CA6:** Student Organization Advisor assignments & stipends each advisor to be set October 31st, *per contract*: Jeannine Marco – HOSA (Romeoville), Karen Aldworth – HOSA (Braidwood), Mark Oglesby & Michelle Gunther – SkillsUSA, Nicole Kinzer – FCCLA, Jennifer Alessi – FFA; **CA7** - Mentor Teacher Leaders assignments and stipends; Don Malec and Annette Birsa – stipend \$2,000 each, *per contract*; **CA8** - Overnight Stay Wilco Law Enforcement, Fire Science and EMS students will attend the LEJA Career Fair at Western Illinois University on September 17th and 18th, 2018. Thirteen students will be chosen to attend and Mr. Don Malec and Mrs. Michelle Gunther, Wilco Criminal Justice Instructors, will chaperone. They will use the Wilco Activity van for transportation and they will be staying on the WIU campus on September 17th; **CA9** - Donation – 2005 9-5 Arc Saab automobile from Doug & Kimberly Hoffer of Batavia for the Auto Service program.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

ASSISSTANT DIRECTOR/PRINCIPAL'S REPORT for August 21, 2018

Bosa Goodale, Assistant Director/Principal

1. Bosa told the board we hosted a new teacher workshop August 7 – 9th with 40 – 45 attendees from Indian Valley Career Center, Grundy Area Vocational Center, Technology Center of DuPage and Wilco. The first day speaker was Kevin Mueller on the topic of Student behavior, the 2nd day guest was Judy Stafstrom discussing the Charlotte Danielson Evaluation and the 3rd day was presented by Dave Shephard on Planning and Preparation.
2. Bosa informed the board this week began our benchmark assessments. She was also happy to inform the board we have technology updates and student software training this week.
3. Bosa discussed with the board upcoming marketing opportunities for Wilco. We will be visiting Lemont on August 22nd, Plainfield August 29th, Bolingbrook August 30th, and Romeoville September 6. Wilco's Open House will be September 19th and on October 6th we will participate in the Plainfield Homecoming parade.
4. Bosa also reported for Julia Oglesby, Asst. Principal that Julia thanks the board for their support and we look forward to serving your students and working toward their success here at Wilco.

EXECUTIVE DIRECTOR'S REPORT for August 21, 2018 Regular Meeting

Elizabeth Kaufman, Executive Director

1. Finance and Facilities – Elizabeth reported to the board summer projects are completed such as the culinary window and the staff lounge. There is still work continuing on the playground and we are waiting for some cabinetry to arrive. We have had equipment purchases with assistance from TREES, including manikins for CNA, EMT and Fire Science, beds and equipment for our 3rd C.N.A. classroom, a gas analyzer for Auto, radar guns and simulator for Criminal Justice and a proofer for Culinary.
2. Audit – Elizabeth told the board Mack and Associates will be here in September to present the audit for fiscal year 2018.
3. Curriculum – Elizabeth informed the board we have received additional dual credit for Early Childhood. There are updated texts for C.N.A., Early Childhood and Criminal Justice to meet dual credit requirements. Elizabeth also included discussed the information packet with additional dual credit information that was included in the board packet. The new Construction program has implemented the International Carpenter's curriculum for our course here at Wilco. The Construction students will engage in projects at Level 1, 2 and 3 to ear certificates. Elizabeth also

discussed Aviation talks with Lewis University to offer a blended course. The lab for the course would be in the evening one night a week and the class would be online. This proposal for the class will also include the Tech Center of DuPage, Grundy Area Vocational and Indian Valley Vocational Centers.

4. Leadership – Elizabeth reported to the board she met with a team of AVC Directors to discuss The AVC report card that is in development. She met with area Directors regarding joint professional development also.

POLICIES

None

RESOLUTIONS

None

OTHER ACTION ITEMS:

AR#0818-2648 – FY19 Joint Agreement Budget - It was moved by ROE and seconded by 255 to approve the FY19 Joint Agreement Budget as presented.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

AR#0818-2649 – Semi-Annual Review of Closed Session Minutes and Tapes – It was moved by 365 and seconded by 202 to keep closed closed session minutes that are older than six (6) months closed and to destroy archived tapes of closed sessions that are older than eighteen (18) months.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

NEW BUSINESS

None

ANNOUNCEMENTS / INFORMATION ITEMS

Board President, Rod Westfall informed the board he will be on a project at work that may cause him to be away from board meetings for a while. He introduced Plainfield board member Dave Koch who will be standing in for Rod on the Wilco board for any of his absences.

1. Enrollment– Elizabeth discussed the enrollment numbers with the districts and reviewed the report included in their board folders.
2. JJC Dual Credit – Dr. Mark Mitchell from Reed-Custer District 255U asked the board for discussion on the proposal by JJC to start charging partial tuition to high school students taking dual credit courses. Discussion ensued with Dr. Mitchell sharing support for the proposal and Valley View, Plainfield and Lemont voicing opposition.
3. National SkillsUSA Placement – Elizabeth was happy to point out to the board that two of our Game Design students, Jaden Potete and Colin Gamagami, both from Lockport, placed 3rd at the National SkillsUSA competition in Interactive Application and Video Game Creation.
4. Upcoming Events – Elizabeth reviewed with the board the upcoming events including Wilco's Open House on September 19th and the first Culinary Public Buffet on October 10th.

UNFINISHED BUSINESS

None

NEXT MEETING

The next Board of Control meeting will be a regular board meeting to be held Tuesday, September 18, 2018 at 6:00 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 365 and seconded by 210 to adjourn the board meeting at 7:05 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