

**WILCO AREA CAREER CENTER
MINUTES
of the
Public Hearing of the Wilco Board of Control
December 16, 2025**

CALL TO ORDER

The Wilco Board of Control met for a Public Hearing on Tuesday, December 16, 2025, at Wilco Area Career Center. Board President, Rod Westfall was present and called the meeting to order at 6:00 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Lisa Caparelli	absent	209U	Mrs. Peggy Kunz	absent
	Dr. John Sparlin	present		Mr. Matt Swick	present
255U	Ms. Danielle Valiente	absent	202	Dr. Glenn Wood	absent
	Mr. Jesse Morris	present		Mr. Rod Westfall	present
	Mr. Mark Mitchell	present			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	present
	Ms. Vickie Sutterlin	absent		Mr. Gary Gray	present
	Dr. Theresa Polson	present			

PRESENTATION

The proposed budget amendment for the fiscal year 2025-2026 budget was presented and reviewed by Elizabeth Kaufman, Executive Director.

PUBLIC PRESENT/COMMENTS

None

ADJOURNMENT

Board President, Rod Westfall asked for a motion to adjourn the Public Hearing. It was moved by ROE and seconded by 210 to adjourn the public hearing at 6:05 p.m.

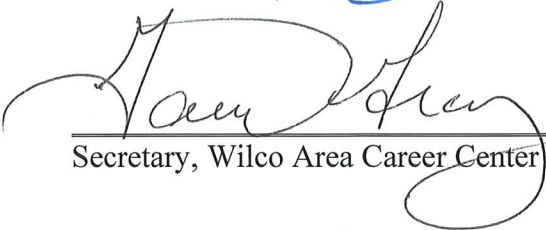
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED



Board President, Rod Westfall

DATE



Secretary, Wilco Area Career Center Board of Control

1-22-26

DATE

WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
December 16, 2025

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on December 16, 2025, at Wilco Area Career Center. Board President, Rod Westfall was present and called the meeting to order at 6:05 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Lisa Caparelli	absent	209U	Mrs. Peggy Kunz	absent
	Dr. John Sparlin	present		Mr. Matt Swick	present
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	Mr. Mark Mitchell	present			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	present
	Ms. Vickie Sutterlin	absent		Mr. Gary Gray	present
	Dr. Theresa Polson	present			

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION

POLICIES: 1st READING

New:

2:270 Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

4:85 Payment Procedures

7:135 Agency Law Enforcement Requests

Revisions:

4:10 Fiscal and Business Management

4:130 Accounting and Audit

5:10 Equal Employment Opportunity and Minority Recruitment

5:110 Abused and Neglected Child Reporting

7:10 Equal Educational Opportunities

7:195 Student Behavior

7:250 Publications- School Sponsored Publications

8:30 Visits to and Conduct on School Property

CONSENT AGENDA

It was moved by 210 and seconded by 209 to approve the Consent Agenda #1225-2847 as presented:

CA1 – Minutes from previous meetings, November 18, 2025

CA2 – Expenditures Presented for Payment for December, 2025

CA3 – Personnel: Resignation

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

ACTION ITEMS:

AR#1225-3052 – It was moved by ROE and seconded by 255 to approve of the Budget Amendment as presented

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

AR#1225-3053 – It was moved by 255 and seconded by 210 to approve of the Stipend for Coordination of Career Fairs

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

AR#1225-3054 – It was moved by 209 and seconded by 210 to approve purchase of Consulab trainers as part of the Clean Energy Grant from DCEO to implement EV technology into the Automotive curriculum

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

AR#1225-3055 – It was moved by 255 and seconded by 210 to approve of Energy Supply Contract from Illinois Energy Consortium

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

ASST. PRINCIPAL REPORT for December 16, 2025 - Regular Meeting

Jeannine Marco, Asst Principal

Student Safety

- End of Semester Data

	AUG	SEPT	OCT	NOV	DEC	TOTALS
Bullying Complaints	0	0	2	2	0	4
Cease and Desist	0	5	5	4	0	14
Referrals	0	24	24	25	11	84
General Attendance Contracts	0	22	20	78	10	130
CNA/EMS Attendance Contracts	0	2	8	7	3	20
CNA/EMS Academic Contracts	0	2	8	2	2	14

Service to Community

- Versiti Blood Drive- 41 units collected on a 30 goal; impacting 123 lives
 - 2026 Blood Drive dates-2/26, 09/17, 12/3
- HOSA-Project Cure -Packaged medical supplies, working on plans for weekly community service project
- FCCLA-Early Childhood-Big Brothers Big Sisters of Will/Grundy County.
- Medical Assisting- Spanish Center-Hats, Gloves and Scarf Drive

Dual Credit Enrollment

- Accuplacer Testing to qualify for LENF103-Additional 16 students who qualified
- College of DuPage Dual Enrollment- HLTHS 1110 (Intro to Health); other courses in January
- JJC Spring Registration Deadline- Jan 16
- Accuplacer Testing (On site)-Tentatively scheduled for Jan 13

ASST. DIR./PRINCIPAL REPORT for December 16, 2025 - Regular Meeting

Alicia Cook, Asst. Dir./Principal

As of December 11th, we have analyzed the current grade distribution of our students. Below is a detailed breakdown of the grades achieved by our student population:

Grade Percentage of Student Population

A	43%
B	33%
C	17%
D	6%
F	1%

This data offers a clear picture of our academic performance as the first semester concludes. Through targeted student interventions, we successfully reduced the percentage of students earning an F from 7% to just 1%.

Professional Development & Staff Support

- Attended ACTE Vision Conference
- Employability Skills - Supporting Students with Resumes & Interviews
- Danielson Domain 3 Instruction: Strengthening Teacher Practice
- Completion of Instructional Staff First Semester Observations

Leadership

- Region III Policy Committee Meeting
- Region III Vision Fellowship Meeting
- Ladies Who Lead and Learn in Education

Stakeholder Engagement & Partnerships

- Will County Summer Internship Program Committee
- CED Annual Report to Investors Breakfast
- JJC Dual Enrollment Future Planning Meeting

EXECUTIVE DIRECTOR'S REPORT for December 16, 2025 - Regular Meeting

Elizabeth Kaufman, Executive Director

Curriculum

- Submitted testing dates for State Nursing Exam
- Collected information on staff progress for advisory boards and business visits
- Collected student performance data for Student Growth and general course improvement
- Selected Trainers for new EV Curriculum

Leadership

- Worked on Local Needs Assessment for ISBE
- Attended the ACTE Conference
- Reviewed Policy recommendations from PRESS and made recommendations

Finance and Facilities

- Preparation of Electrical Bid
- Creation of Budget Amendment
- Submitted funding request to DCEO for EV Trainers
- Implementation of new snow plow on Ford donated truck

Public Relations

- Created the 12 Days of Christmas with Staff
- Designed and ordered the 50 year celebration shirts for staff
- Nominated two Wilco employees for the ROE's new Excellence program

INFORMATION ITEMS

- Director's Mid Term Strategic Goals Update
- METT Grant Mid Term Report
- Q2 Student of the Quarter (*in folder*)

NEW BUSINESS

- Board Welcomes new member Jesse Morris from Dist. 255
- Board Congratulates Dr. Matt Swick on his promotion to Superintendent of Elwood Dist. 203

OLD BUSINESS

- Move the June Board Meeting to June 9th to avoid conflict with the ACTE Region III Conference, June 15th to 17th.

ANNOUNCEMENTS

President Rod Westfall announced the next regular board meeting will be held Thursday, January 22 2026, at 6:00 p.m. at Wilco.

ADJOURNMENT

President Rod Westfall asked for a motion to adjourn the board meeting. It was moved by **255** and seconded by **210** to adjourn the board meeting at 6:26 pm.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED



President, Wilco Area Career Center Board of Control

DATE

1-22-26



Secretary, Wilco Area Career Center Board of Control

DATE