

WILCO AREA CAREER CENTER  
**MINUTES**  
of the  
**Regular Meeting of the Wilco Board of Control**  
June 21, 2022

**CALL TO ORDER**

The Wilco Board of Control met for a regular meeting on Tuesday, June 21, 2022, 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. Shawn Walsh	absent	209U	Mr. Kevin Feeney	absent
	Mr. Pete Sullivan	absent		Ms. Peggy Kunz	present
255U	Ms. Danielle Valiente	absent	202	Dr. Glenn Wood	present
	Mr. Chris Cavanaugh	present		Mr. Rod Westfall	present
	Mr. Mark Mitchell	absent			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	present
	Mr. Victor Zack	present		Mr. Gary Gray	present

**CLOSED SESSION**

President Westfall asked for a motion to adjourn to closed session for the reasons of: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees - 5 ILCS 120/2(c)(1); 2. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).

It was moved by 365 and seconded by 210 to go into closed session at 6:01 p.m.

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

Motion was made by 255 and seconded by 202 to end the closed session at 6:09 p.m.

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

**PLEDGE OF ALLEGIANCE**

**AGENDA REVISIONS**

It was moved by 209 and seconded by 255 to approve the Action Item: AR#0622-2856

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

**PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION**

President, Rod Westfall read the Thank you note from Savanna Dodd, Reed-Custer Early Childhood student

**CONSENT AGENDA**

It was moved by 202 and seconded by 210 to approve the Consent Agenda as presented: **CA1.** Approval of minutes from the previous board meeting on May 17, 2022. **CA2.** Expenditures presented for payment for June 2022. **CA3.** Personnel: Resignation of Jim Gray, Retirement of Randy Francis. **CA4.** Promotion of Remmington Henson at \$55,000.00, Hire of Barbara Hosbey for \$51,750.00 **CA5.** June end-of-the expenditures to be ratified in August, 2022 **CA6.** July expenditures to be ratified in August, 2022. **CA7.** Surplus Item; Burner Table CNC Cut System with Cut master Plasma Cutter, Mfg-Torchmate **Wilco tag #00532**

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

## **ASST. DIR./PRINCIPAL REPORT for June 21, 2022 - Regular Meeting**

Bosa Goodale, Asst. Dir./Principal

- Mrs. Goodale reviewed the Instructor Evaluation Summary handout with Board members describing the color legend in detail.
- Mrs. Goodale provided the End-of-Year summary for Student Services and Asst. Principal, Julia Oglesby.  
The data is a summary of Student Grades, Student Attendance and Student Discipline for 2021-2022.

## **EXECUTIVE DIRECTOR'S REPORT for June 21, 2022 - Regular Meeting**

Elizabeth Kaufman, Executive Director

### **Finance & Facilities**

- Dr. Kaufman shared the allocated increase in Perkins and the flat CTEI Grants.
- Dr. Kaufman shared due to the increase in enrollment the need for increased Welding Storage.
- Dr. Kaufman discussed Safety Review through Insurance Carrier SELF.
- Dr. Kaufman reported the beginning of summer work schedules.
- Dr. Kaufman shared the update of job descriptions for Maintenance and Custodian.

### **Curriculum**

- Dr. Kaufman shared, the approval of Summer Curriculum Projects in CNA (17 students), Fire Science, Criminal Justice, Business, Vet. 1 and 2, Early Childhood (14 preschoolers), Welding, Medical Assisting, Computer Tech. and Auto Service.
- Dr. Kaufman reported, summer school offerings: CNA, Preschool Camp, OSHA 10 (7 students), CPR Training and Welding Tutoring, Business (7 students receiving JJC Dual Credit & certificate
- Dr. Kaufman shared EMT Site Code is restored through St. Mary's in Kankakee

### **Leadership**

- Dr. Kaufman will attend the Pathway Endorsement with EdSystems and JJC to collaborate on developing Pathway Endorsements.
- Dr. Kaufman shared, the coordination with Plainfield District Office on student tracking and Education Pathways.
- Dr. Kaufman reported Wilco's participation in the Secondary Dual Credit Roundtable. Hopeful to pull districts together to meet at roundtable to discuss Dual Credit concerns and what is the vision for Dual Credit.

### **Public Relations**

- Dr. Kaufman thanked everyone for the invitations to participate at their Awards Ceremonies!
- Dr. Kaufman was proud to share the Wilco Early Childhood Preschool Graduation was a huge success and enjoyed by all!
- Dr. Kaufman shared the Welcome Letters to Future Wilco CNA students have been mailed, as well as letters to Future Dual Credit Students with the QR code to submit Dual Credit Application and receive JJC student ID.

## **RESOLUTIONS**

None

### **OTHER ACTION ITEMS:**

It was moved by 365 and seconded by 209 to approve the following Action Item:

**AR#0622-2847:** Approval of Student Handbook

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

It was moved by 210 and seconded by 255 to approve the following Action Item:

**AR#0622-2848:** Approval of Board Meeting Dates for 22-23

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

It was moved by 202 and seconded by 365 to approve the following Action Item:

**AR#0622-2849:** Approval of three-year agreement between the BOC and the Teachers' Contract for Wilco Council, AFT-Local 604 for the 22-23, 23-24 and 24-25 school years.

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

It was moved by 255 and seconded by 209 to approve the following Action Item:

**AR#0622-2850:** Approval to rehire Certified Aides for 22-23 school year as follows: Anthony Graves, Auto Service Aide at \$20.00/hr., Randy Yeates, Auto Service Aide at \$19.50/hr., Alan Young, Construction Aide at \$20.00/hr. and Carol Schroeder, Early Childhood Aide at \$16.00/hr.

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

It was moved by 365 and seconded by 210 to approve the following Action Item:

**AR#0622-2851:** Approval of stipend for Business Admin. of \$1,500 for additional grant work.

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

It was moved by 255 and seconded by 210 to approve the following Action Item:

**AR#0622-2852:** Approval of stipend for Executive Admin. Asst. of \$1,500 for Dual Credit coordination.

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

It was moved by 209 and seconded by 202 to approve the following Action Item:

**AR#0622-2853:** Approval of stipend for Early Childhood Aide for Wilco Preschool Summer Camp \$1,500 from Education Pathway Grant.

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

It was moved by 365 and seconded by 255 to approve the following Action Item:

**AR#0622-2854:** Approval of stipend for Early Childhood Instructor, Jennifer Leighter-Yeates and Julia Oglesby of \$500 each for the tracking of Early Childhood students paid from the Education Pathway Grant.

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

It was moved by 202 and seconded by 210 to approve the following Action Item:

**AR#0622-2855:** Approval of Non-Certified Support Staff, Clinical Instructors, Welding & Culinary Aide and Tutor salary increase of 4% for 2022-2023.

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

It was moved by 209 and seconded by 255 to approve the following Action Item:

**AR#0622-2856:** Approval pay increase of 4% for Executive Director as discussed in closed session.

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

It was moved by 365 and seconded by 210 to approve the following Action Item:

**AR#0622-2857:** Approval of hiring 2 non-placed STA students for summer employment @ \$15.00/hr. for custodial, maintenance, and grounds.

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

**NEW BUSINESS**

None

**OLD BUSINESS**

None

**ANNOUNCEMENTS**

President Westfall announced the next regular board meeting will be held Tuesday, August 16, 2022 at 6:00 p.m. at Wilco.

**ADJOURNMENT**

President Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 255 to adjourn the board meeting at 6:54 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