

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
October 21, 2014**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, October 21, 2014, at Wilco Area Career Center. The meeting was called to order by President Rod Westfall at 6:30 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

| | | | | | |
|------|----------------------|-----------------------|------|-------------------|---------|
| ROE | Mr. Shawn Walsh | present | 209U | Dr. Matt Swick | present |
| | | | | Ms. Peggy Kunz | present |
| 255U | Ms. Christine Nelson | present | | | |
| | Mr. Larry Blackburn | present | 202 | Mr. Dan McConnell | present |
| | | | | Mr. Rod Westfall | present |
| 365U | Dr. James Mitchem | present | | | |
| | Mr. Daniel Falese | present- left at 7:20 | 210 | Dr. Mary Ticknor | present |
| | | | | Ms. Bev Marzec | present |

AGENDA REVISIONS

None

PUBLIC COMMENTS

None

CLOSED SESSION

President Westfall asked for a motion to adjourn into closed session for the purpose of: 1. Collective negotiating matters between the Center and its employees: 5 ILCS 120/2(c)(1), and 2. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Center: 5 ILCS 120/2(c)(1).

It was moved by 255 and seconded by 365 to go into closed session at 6:31 p.m.

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

It was moved by 365 and seconded by ROE to end the closed session and return to the open board meeting at 7:00 p.m.

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

President Westfall thanked Katrina, Elizabeth and all the Wilco staff for the Open House and how well it was run.

CONSENT AGENDA ACTION ITEMS

AR#1014-2486 –It was moved by ROE and seconded by 255 to accept the consent agenda including:

CA1 - Approval of minutes from previous meetings; September 16, 2014.

CA2 - Expenditures presented for payment for October, 2014

CA3 - Personnel – Resignation and Hiring.

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

ASSISTANT PRINCIPAL'S REPORT for October 21, 2014 Regular Meeting

Julia Ann Oglesby, Assistant Principal for Student Services

1. Julia provided the board with a hand-out with information on Special Education/504 percentages. The percentage is higher this year at 23%.
2. Julia told the board the rapport with the school and Wilco has been good and thanked the board.
3. Julia share with the board all the forms used by Teachers, Student Services and the Assistant Principal regarding Academic Intervention, Academic Action Plans which included sample letters sent home in both English and Spanish.
4. Julia reported to the board that 19 Attendance contracts have been sent out so far. Copies are provided to the teacher, and the home school counselors and deans in addition to the parents/guardians.

ASSISTANT DIRECTOR'S REPORT for October 21, 2014 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Events – Elizabeth reviewed all the events from the past month including the Open House where we had 578 visitors, the October Back to School Days, the Plainfield Homecoming parade and the upcoming Guidance Breakfast on October 31st.
2. Student Organizations – Elizabeth reviewed with the board the student organizations which are getting a start on the year: FCCLA, ProStart, Explorer Post, SkillsUSA and HOSA.
3. Baseline Results – Elizabeth reported to the board the baseline results on testing. Data is in for the CNA class, which is the first group for the pilot courses. There will be mid-point testing in February and at the end of the year.
4. JJC Computer Tech – Elizabeth said she will be meeting with JJC to discuss our dual credit courses. She will report back to the board on our status of sequencing courses.
5. Advisory Meetings – Elizabeth told the board teachers are having their fall advisory meetings. Each program has two meetings a year and Welding and Auto Body have completed their first meetings.
6. Business Visits – Elizabeth reported the teachers will also be completing Business visits on November 4th in the afternoon after their teacher's institute here at Wilco.

DIRECTOR'S REPORT for October 21, 2014 Regular Meeting

Katrina Plese, Executive Director

1. Thank You – Katrina thanked Diane Egan, Business Services, for her service to Wilco as she is leaving next month.
2. Industrial Appraisal – Katrina provided the board with the 2014 report from Industrial Appraisal. In the information is values on the school and the cost of reproducing the school less depreciation.
3. Finances – Katrina updated the board on current finances. 1st quarter ending in September, we are in Receipt of 32% of tuition, 7% Perkins, and no state dollars. Total revenue receipts are at 22% overall. Expenditures are at 21% with salaries/benefits being the largest expense. There is also a slight increase in supplies for the start-up of the school year.
4. Snow Removal – Katrina reviewed the snow removal contract listed as an action item. The request for update on the contract is for an increase of \$25 per occurrence. There has been no increase in 10 years.

RESOLUTIONS

None

POLICIES

None

OTHER ACTION ITEMS:

AR#1014-2487 – Teacher’s Contract

Motion from 365 and second by 255 to approve the 3-year agreement between the Board of Control for Wilco Area Career Center and the Wilco Council, AFT-Local 604.

Roll call vote 6 Aye 0 Nay 0 Abstain Motion carried

AR#1014-2488 – Snow Removal Contract

Recommendation to increase the rate for the snow removal stipend by \$25 per occurrence.

Roll call vote 6 Aye 0 Nay 0 Abstain Motion carried

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Construction Update – Katrina met with the project manager through Healy Bender to review door hardware issues that will be discussed with the contractor. The interior door has been replaced and the hope is we are 2 weeks from completion on the project.
- B. Student Behavior– Katrina provided the board with a hand-out reviewing trends over the decades on who and what influences students.
- C. Calendar of Events – Katrina reviewed with the board upcoming dates including a School Law Seminar she and Elizabeth will attend tomorrow, November 4th's teachers' institute, The ACTE Career Tech Vision Board meeting for Katrina and Elizabeth in Nashville November 17th – 22nd. Katrina will attend the whole week, Elizabeth from Wed. – Sat., and the next Public Buffet will be November 19th, which is a date change.

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Thursday, November 13, 2014 at 6:30 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 365 and seconded by ROE to adjourn the board meeting at 7:25 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