

WILCO AREA CAREER CENTER  
MINUTES  
of the  
Regular Meeting of the Wilco Board of Control  
March 18, 2025

**CALL TO ORDER**

The Wilco Board of Control met for a regular meeting on March 18, 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	Mr. Kevin Feeney	absent
	Dr. John Sparlin	absent		Ms. Peggy Kunz	present
				Mr. Matt Swick	present
255U	Ms. Danielle Valiente	absent	202	Dr. Glenn Wood	absent
	Mr. Chris Cavanaugh	present		Mr. Rod Westfall	present
	Mr. Mark Mitchell	present			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	present
	Mr. Victor Zack	present		Mr. Gary Gray	present
	Dr. Theresa Polson	present			

**CLOSED SESSION**

Board President, Rod 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 209 to go into closed session at 6:00 p.m.

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

Motion was made by 365 and seconded by 210 to end the closed session at 6:07 p.m.

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

**PLEDGE OF ALLEGIANCE**

**AGENDA REVISIONS**

**PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION**

**RESOLUTIONS**

It was moved by 365 and seconded by 210 of Resolution **R#0325-1084** as presented:

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

**R#0325-1084** – Reduction in Force of Certificated Part-time Teacher

- Christina Lynch and Frank Ritter

It was moved by 209 and seconded by 255 of Resolution **R#0325-1085** as presented:

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

**R#0325-1085** – Non-Retention of Educational Support Staff

- Dennis Moscatelli, Alan Young, Rachel Patek, Penny Barry, Carol Schroeder, Anthony Maccani and Erik Anthonsen

## **CONSENT AGENDA**

It was moved by 255 and seconded by 210 to approve the Consent Agenda **#0325-2839** as presented:

**CA1.** Approval of minutes from the previous board meeting on February 20, 2025.

**CA2.** Expenditures as presented for payment for March 2025.

**CA3.** Personnel: Resignation of Executive Asst./HR Sherry Harris effective 5/30/25.

**CA4.** Donation of side-by-side screen cart combo from Chune Construction est. value of \$250.00.

**CA5.** Surplus Item: Table Saw Powermatic Model: G8 SN: 468134 Wilco Tag Serial #00488.

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

## **ACTION ITEMS:**

**AR#0325-3023** – It was moved by 255 and seconded by 210 the approval for the Center to go out to bid on an HVAC unit for Early Childhood replacing part of the function of an original Air Handler. Submitted for the School Maintenance grant. The Center has received \$50,000 towards the project.

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

**AR#0325-3024** – It was moved by 365 and seconded by 255 the approval of students to attend FCCLA State Competition in Springfield, IL April 9-11, 2025. Chaperones: Gina Salvador-Lemus, Stephanie Perella, Nicole Kinzer & DaKoTa Haynes.

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

**AR#0325-3025** – It was moved by 210 and seconded by 209 approval of students to attend SkillsUSA Competition in Springfield, IL on April 24-26<sup>th</sup> 2025. Chaperones: Michelle Gunther, Mark Oglesby, Julia Oglesby & Nick Moran

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

**AR#0325-3026** – It was moved by 365 and seconded by 210 the approval of the Board to approve two Convection Ovens and one Pizza Oven up for bid. All three have been supplused by the Board. Scrap values are listed below: Two Convection Ovens with a salvage value of \$315.00/oven for a Total of \$630.00. One oven 5 deck SS MFG-Blodgett with a salvage value of \$455.00.

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

## **ASSISTANT PRINCIPAL REPORT for March 18, 2025 – Regular Meeting**

Jeannine Marco, Asst. Principal

Mrs. Marco shared the February highlights on Student Services listed below:

### **Attendance**

Issued 51 attendance contracts for student who have missed greater than 10 days; 12 of whom had coinciding academic concerns:

- 2 EMS students at risk for certification completion; grades/attendance
- 8 CNA students at risk for certification completion; grades/attendance

### **Discipline**

Cease and Desist-2

Referrals-11

- Late arrival/Unauthorized driving-8
- Possession of nicotine Vape- 2
- Possession of THC Vape-1

**Leadership-Attended**

- PSHS Lunch and Learn
- Indian Trail Career Fair
- Administrative Academy- "Strategies to Drive Achievement"

**Dual Credit**

- Attended Dual enrollment Advisory

**Community Service****HOSA**

- Hosted our last Veritas blood drive-116 annual total units collected
- \$500 Scholarship Award w/ \$25 Amazon bonus for HOSA needs
- Ronald McDonald House-14 HOSA member provided breakfast for their families

**VET II**

- Hosted SNIP Vaccine clinic

**ASST. DIR./PRINCIPAL REPORT for March 18, 2025 - Regular Meeting**

Dr. Alicia Cook, Asst. Dir./Principal

Dr. Cook shared the February highlights on the areas below:

**Professional Development**

- Professional Goals, Obligations, Licensure, and Gathering Feedback

**Leadership - Attended**

- Local 150 Heavy Equipment Technology Student Interviews
- PSHS Lunch and Learn
- Regional Career Center Assistant Directors Meeting

**Student Professional Learning/Career Exploration Experience**

- Tech and Trades Career Expo
  - 41 community/Vendors attended
  - Over 650 Students Benefitted
- Guest Speakers/Field Trips
  - Early Childhood Guest Reader - Dr. Cook
  - Will County Courthouse Field Trip - Criminal Justice
  - Pathways to Professional Career Expo 2025 - Business & Computer Tech

**Student Activities**

- HOSA Blood Drive
- SkillsUSA Northern Regional Competition
- SkillsUSA Amplify Advocacy - Springfield
- Vet Science State Competition
- St. Patrick's Day Buffet - Culinary

**Student Achievements**

- 24 Wilco Students will be competing in the state competition at SkillsUSA



## **EXECUTIVE DIRECTOR'S REPORT for March 18, 2025 - Regular Meeting**

Elizabeth Kaufman, Executive Director

### **Finance & Facilities**

- Dr. Kaufman has received tentative enrollment requests for 25-26 School Year and has met with sender schools to discuss sectioning with Guidance personnel. A detailed summary was provided in the information items for BOC.
- Dr. Kaufman prepared a request to go out to bid for HVAC Unit for the Early Childhood classroom with a detailed list of the information items.
- Dr. Kaufman has begun Negotiations with the Wilco Team.
- Dr. Kaufman received insurance information for 25-26 School Year and Mr. Ramirez presented an overview for review in the information items.

### **Curriculum**

- Dr. Kaufman submitted a Transportation pathway for review.
- Dr. Kaufman submitted a compilation of Pathway and CCRI data for districts.
- Dr. Kaufman met with Constellation and JJC on AIM internship opportunities for the upcoming school year.
- Dr. Kaufman met with JJC on number of seats for AIM program for the upcoming year: 16 seats
- Dr. Kaufman heard proposals from JJC on a Business Academy and shared details with the board.

### **Leadership**

- Dr. Kaufman attended the Women's Leadership Conference in Normal.
- Dr. Kaufman shared with the Board the tracking HB1358: Limiting PE Waivers
- Dr. Kaufman scheduled our Spring Guidance Sectioning meeting, and it was well attended & the Wilco Culinary Program provided a wonderful lunch.
- Dr. Kaufman attended TREES Counselor Meeting.
- Dr. Kaufman attended Superintendents' meeting at JJC.

### **Public Relations**

- Dr. Kaufman and the team hosted approximately 47 vendors for Business, Computer, and Trades Career Day
- Dr. Kaufman shared, the CNA program hosted their annual pinning ceremony on March 6<sup>th</sup> of the CNA Students who completed the accelerated program.
- Dr. Kaufman shared, Mark and Julia Oglesby prepared students for a visit to the Capitol on March 19<sup>th</sup> for Advocacy Day.
- Dr. Kaufman and the Wilco team hosted it's first SkillsUSA Northern Regional competition at Wilco. The event was a huge success.
- Wilco has distributed information on our Spring Open House.

### **INFORMATION ITEMS**

- Estimated cost for HVAC replacement in Early Childhood.
- FCCLA Results
- Tech & Trades Career Expo (flyer provided)
- Health & Public Services Career Expo (flyer provided)

**NEW BUSINESS**

**OLD BUSINESS**

**ANNOUNCEMENTS**

President Rod Westfall announced the next regular board meeting will be held Tuesday, April 15, 2025, at 6:00 p.m. at Wilco.

**ADJOURNMENT**

President Rod Westfall asked for a motion to adjourn the board meeting. It was moved by **365** and seconded by **209** to adjourn the board meeting at 6:35 pm.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

**APPROVED**

  
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President, Wilco Area Career Center Board of Control

4-15-25  
DATE

  
\_\_\_\_\_  
Secretary, Wilco Area Career Center Board of Control

4-15-25  
DATE