

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

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on September 16, 2025, at Wilco Area Career Center. Board President, Rod Westfall was present and called the meeting to order at 5:59 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Lisa Caparelli	absent	209U	Mrs. Peggy Kunz	present
	Dr. John Sparlin	absent		Mr. Matt Swick	present
255U	Ms. Danielle Valiente	present	202	Dr. Glenn Wood	absent
	Mr. Chris Cavanaugh	absent		Mr. Rod Westfall	present
	Mr. Mark Mitchell	absent			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	present
	Ms. Vickie Sutterlin	absent		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. Discussion of minutes of meetings lawfully closed, semi-annual review - Section 2.06. 5 ILCS 120/2(c)(21)

It was moved by 209 and seconded by 210 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 255 and seconded by 209 to end the closed session at 6:03 p.m.

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

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION

- Presentation from Mack & Associates

CONSENT AGENDA

It was moved by 210 and seconded by 365 to approve the Consent Agenda #0925-2844 as presented:

CA1 – Minutes from previous meetings, August 19, 2025

CA2 – Expenditures Presented for Payment for September, 2025

CA3 – Personnel: Hiring

CA4 – Donations

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

ACTION ITEMS:

AR#0925-3041 – It was moved by 209 and seconded by 255 to approve closed session minutes and semiannual review of tapes.

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

AR#0925-3042 – It was moved by 210 and seconded by 209 to approve of the Wilco Course Description for the 26-27 year

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

AR#0925-3043 – It was moved by 209 and seconded by 210 to approve the bidding on HVAC unit for Early Childhood.

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

AR#0925-3044 – It was moved by 255 and seconded by 365 to approve of the intergovernmental agreement titled 'WillBeReady'

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

AR#0925-3045 – It was moved by 210 and seconded by 209 to approve submission of final documentation for EV Grant

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

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

Jeannine Marco, Asst Principal

Student Safety

- Referrals-6 total; 2-unauthorized driving, 1- leaving before dismissal without permission, 2- possession of vapes (THC and nicotine), 1- cell phone refusal

Service to Community

- HOSA- Sept 11- Veterans Snack Cake Drive-Wilco
- Oct 4 -Parkinson's Moving Day-Chicago
- Taffy Apple Sales- All student fundraiser

Dual Credit

- New Dual enrollment fall registration concluded; 673 students enrolled in 12 different courses
- Full year courses- enrollment begins Oct 13th

Wilco Onsite Accuplacer Testing- 111 of 113 met the requirements for 020 reading/writing requirement for FSCI101 and LENF 101 and; no deferrals for no ID

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

Alicia Cook, Asst. Dir./Principal

Parent Engagement & Monitoring Initiatives

- Letters were mailed home with Infinite Campus portal activation information to encourage regular monitoring
- School Messenger and letter mailed home promoted attendance at the school's Open House

Compliance for Program Needs

- 350 C.N.A. and EMS students were fingerprinted by Accurate Biometrics to meet compliance standards
- Uniform fittings were completed for C.N.A. students to prepare them for the start of their clinical experiences

Building School Pride & Community

- Pizza Friday has quickly become an end-of-week favorite of all students
- Preschool Open House was held for our preschoolers and their families.

As of September 12, 2025, we have analyzed the current grade distribution of our students. Below is the breakdown of the grades achieved by our student population:

Grade	Percentage of Student Population
A	59%
B	18%
C	10%
D	5%
F	7%

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

Elizabeth Kaufman, Executive Director

Curriculum

- Continued work with JJC on Business/Finance Academy
- Began discussions with JJC on Public Administration Pathway
- Reviewed CNA testing results from 24-25 school year
- Implementation of CERT Training through our Student Organizations

Leadership

- Completed EIS Report and noticed Wilco Certified Staff had 95.90% of staff who missed less than 10 days. This is up from 68.45% in FY2024.
- Appointed to ISBE Design Team
- Submitted letter of support for Federal Perkins State Grant allocations

Finance/Facilities

- Meet with architect on HVAC Bid documents
- Touched base with the state on DCEO grants - in review
- Verified final enrollment number of 1577
- EV Grant Requirements

Public Relations

- Wilco Open House held on September 11
- Attended Plainfield and Lemont Curriculum Nights
- Registered for CED recruitment sessions

INFORMATION ITEMS

- Will County Summer Internship Flyer
- JJC Dual Enrollment Open House Flyer

NEW BUSINESS

OLD BUSINESS

ANNOUNCEMENTS

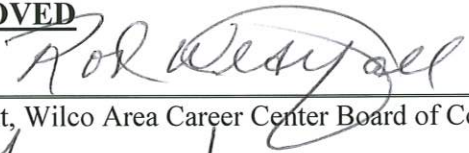
President Rod Westfall announced the next regular board meeting will be held Tuesday, October 21, 2025, at 6:00 p.m. at Wilco.

ADJOURNMENT

President Rod Westfall asked for a motion to adjourn the board meeting. It was moved by **209** and seconded by **210** to adjourn the board meeting at 6:38 pm.

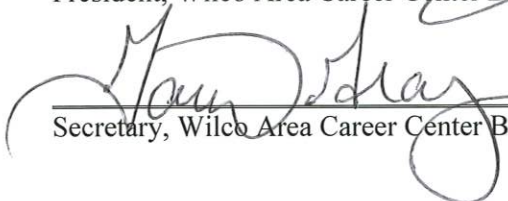
Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED



President, Wilco Area Career Center Board of Control

10-21-25
DATE



Secretary, Wilco Area Career Center Board of Control

10-21-25
DATE