

WILCO AREA CAREER CENTER  
**MINUTES**  
of the  
**Regular Meeting of the Wilco Board of Control**  
**June 10, 2025**

**CALL TO ORDER**

The Wilco Board of Control met for a regular meeting on June 10, 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	present
	Dr. John Sparlin	present		Mr. Matt Swick	absent
255U	Ms. Danielle Valiente	present	202	Dr. Glenn Wood	present
	Mr. Chris Cavanaugh	absent		Mr. Rod Westfall	absent
	Mr. Mark Mitchell	absent			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	absent
	Ms. Vickie Sutterlin	present		Mr. Gary Gray	present
	Dr. Theresa Polson	absent			

**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 ROE and seconded by 365 to go into closed session at 6:00 p.m.

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

Motion was made by ROE and seconded by 209 to end the closed session at 6:05 p.m.

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

**PLEDGE OF ALLEGIANCE**

**AGENDA REVISIONS**

Revision of CA6- Add 2 people to out of state travel

It was moved by 209 and seconded by 210 to approved the revision of CA6 as presented.

Roll call vote: 6 ayes, 0 Nays, 0 abstain. Motion carried.

**PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION**

- Thank you from Dr. Ticknor

## **CONSENT AGENDA**

It was moved by 210 and seconded by 365 to approve the Consent Agenda **#0625-2842** as presented:

CA1 – Minutes from previous meetings, May 20, 2025

CA2 – Expenditures Presented for Payment for June 2025

CA3 – June end-of-the fiscal year expenditure to be ratified in August, 2025

CA4 – July expenditures to be ratified in August, 2025

CA5 – Personnel: Re-hires

CA6 – Out of state travel to attend Career and Tech Vision in Nashville, TN. Cost of one attendee covered by TREES.

CA7 – Out of state travel to Weber State University in Ogden, Utah on July 14-18. Pending approval of Clean Energy Grant.

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

## **ACTION ITEMS:**

**AR#0625-3030** – It was moved by 209 and seconded by 365 to approve the 25-26 Student Handbook.

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

**AR#0625-3031** – It was moved by 365 and seconded by 210 to approve of a stipend to coordinate Preschool Registration.

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

**AR#0625-3032** – It was moved by ROE and seconded by 365 to approve the agreement between the Board of Control for the Wilco Area Career Center, Will County, Illinois and the Wilco Council, AFT-Local 604 AFL-CIO.

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

**AR#0625-3033** – It was moved by 209 and seconded by 210 to approve the Assistant Director to roll over unused vacation time from the 24-25 school year.

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

**AR#0625-3034** – It was moved by 365 and seconded by 209 to approve of Wilco's Life Safety report as prepared by Healy, Bender, Patton, and Been for submission to ISBE.

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

**AR#0625-3035** – It was moved by 255 and seconded by 209 to approve an increase Wilco tuition for the 25-26 school year.

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

**AR#0625-3036** – It was moved by 210 and seconded by ROE to approve of a grant application of \$350,000 for Build Illinois

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

## ASST. DIR./PRINCIPAL REPORT for June 10, 2025 - Regular Meeting

Dr. Alicia Cook, Asst. Dir./Principal

### Student & Parent Handbook

- Compliance and Additional Updates completed

### Year One

- Review of Accomplishments
  - Stakeholder & Community Engagement
  - University & Affiliate Partnership Development
  - Sending School Collaboration
- Operational Enhancements
  - Daily Operational Streamline
  - Digitized Grade Reporting
- Staff & Student Development
  - Targeted PD Implementation
  - Student SIS Engagement
- Fundraising Impact
  - Increase in Scholarship & Student Organization Funding
- Vision for Year Two

### Student Achievements

#### *Final Grade Distributions for Semester 2:*

Grade	Number of Students	Percentage of Student Population
A	445	33.46%
B	531	39.92%
C	299	22.48
D	46	3.46%
F	9	0.68%

### Analysis and Observations

- A third (33.46%) are achieving an A, indicating strong academic performance.
- A significant portion of students (39.92%) are performing at a B level, showing that a substantial number of students are also doing well.
- A moderate portion (22.46%) of students receiving a C are achieving average performance.
- A small group (4.14%) earns D's and F's.



## **EXECUTIVE DIRECTOR'S REPORT for June 10, 2025 - Regular Meeting**

Elizabeth Kaufman, Executive Director

### Curriculum

- Implementation of Summer Courses for CNA and Welding
- Ongoing curriculum work for new Medical Assistant and CNA instructors along with Welding instructors for the implementation of new equipment. Law Enforcement for new texts for JJC along with Computer Tech and Vet Assisting.
- Continued work on METT Pathway grant
- EMT Dual Credit with COD

### Leadership

- Regional III Planning and Hosting
- Completion of TREES survey for Professional Development
- Reached agreement with our bargaining unit
- Submitted an application for Adjunct Faculty at the University of St. Francis
- Discussed the JJC MOU and made suggested edits: high school feedback to college, annual data points, textbook 4-year cycle, and annual points of discussion

### Finance and Facilities

- Tentative Budget for the 25-26 School Year
- Submitted goals for the METT ISBE Grant
- Finalist for the Clean Energy Grant from the Department of Economic Development for \$428,228.98. Still waiting to hear on final approval.
- Received grant allocations from TREES
- Increased instructional space through outdoor spaces.
- The \$350,000 has been reappropriated for the next budget year, and \$250,000 put forth by Rep Benton.

### Public Relations

- Recognized 17 Staff who had perfect attendance for the 4th Quarter
- Recognized 2 staff members Michelle Gunther who is retiring this year and Sherry Harris who is leaving for family
- Celebrated the end of the year with Wilco Instructors

### **INFORMATION ITEMS**

- Q4 Staff perfect attendance
- Lemont High School Career info flyer (In folder)
- FY 26 Budget (In folder)
- Director's Annual Update towards goals (In folder)

### **NEW BUSINESS**

### **OLD BUSINESS**

### ANNOUNCEMENTS

President Rod Westfall announced the next regular board meeting will be held Tuesday, August 19, 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 **ROE** and seconded by **210** to adjourn the board meeting at 6:36 pm.

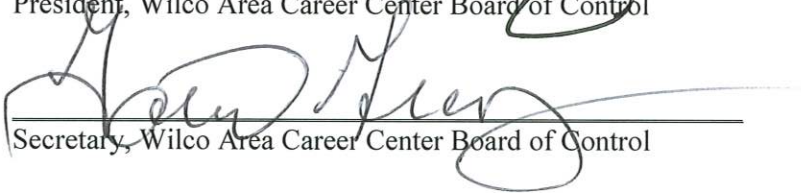
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

### APPROVED



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

\_\_\_\_\_  
DATE



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

\_\_\_\_\_  
DATE