

**WILCO AREA CAREER CENTER  
MINUTES  
of the  
Regular Meeting of the Wilco Board of Control  
January 22, 2013**

**CALL TO ORDER**

The Wilco Board of Control met for a regular meeting on Tuesday, January 22, 2013, at Wilco Area Career Center. The meeting was called to order by Board Vice President Rod Westfall at 6:37 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 Mr. Mark Mitchell	present			
Mr. Larry Blackburn	present	202	Dr. John Harper	present
			Mr. Rod Westfall	present
365U Dr. James Mitchem	present			
Mr. Ronnie Bull	present	210	Dr. Mary Ticknor	absent
			Mr. George Rimbo	absent

**PUBLIC COMMENTS**

No public present.

**AGENDA REVISIONS**

None

**CONSENT AGENDA ACTION ITEMS**

**AR#0113-2411** –It was moved by 365 and seconded by 255 to accept the consent agenda including:

**CA1** - Approval of Minutes of the previous meeting, December 18, 2012

**CA2** - Approval of expenditures presented for payment for January, 2013

**CA3** - Approval to hire David Stoddard, Criminal Justice instructor, as a long-term substitute.

Hire date: 1/7/2013

Salary: 1<sup>st</sup> 10 days at the substitute rate, additional days at \$257.39 per diem.

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

**ASSISTANT DIRECTOR'S REPORT for January 22, 2013**

Elizabeth Kaufman, Assistant Director

1. **JJC Tuition** – Elizabeth provided the board with a hand-out showing the tuition savings that students from our home schools have by taking classes at Wilco and receiving dual credit.
2. **Heavy Equipment Enrollment** – Elizabeth informed the board of current enrollments coming in for next fall. There are currently 10 students who have applied for Heavy Equipment.
3. **School to Apprenticeship** – Elizabeth reported to the board that she is accepting applications from all juniors at this time for the school to apprenticeship program.

4. Registration and Recruitment – Elizabeth informed the board that registration is ongoing and that she and other teachers are still making school visits. Culinary recently did some demos, the Cosmetology schools are holding open houses and visits have been made to Romeoville, Plainfield North and East talking to juniors about Wilco and the programs available to them.
5. CNA Curriculum Project – Elizabeth updated the board on the project and told them they are mid-point through the project working with two other career centers on an assessment program which would be consistent between career centers in the state.
6. Geometry in Construction – Elizabeth reported that she met with Plainfield again and will meet with the curriculum group about the development of the Geometry in Construction class.

### **DIRECTOR'S REPORT for January 22, 2013 Regular Meeting**

Katrina Plese, Executive Director

1. Policy Amendment – Katrina update the board on the policy amendment on support staff vacation. She let them know that she is fine-tuning the language and will bring an updated policy at the next board meeting.
2. Legislation – Katrina provided the board with a handout regarding the legislation to change the deadline for entities with a joint agreement to adopt the school budget.
3. Local Debt Recovery Program – Katrina discussed with the board the possibility of using the state's Local Debt Recovery Program to recover student obligations not paid. She recommended approval to join the program but pointed out policy changes that would be needed to determine a process for debt recovery.
4. Transportation Consortium – Katrina advised approval for Wilco to continue to be a part of the Will County Transportation Consortium and asked that the board approve the intergovernmental agreement included in the board packet. This consortium is a random drug test pool for the school bus drivers in the district.
5. Wilco Advisory Committee – Katrina informed the board that February 7<sup>th</sup> has been set as a Meeting date for the Advisory Committee. Subjects on the agenda are: weighting of classes, i.e., EMS & Aviation, participation grade standard, make-up work policy, technical communication Instruction (English/literacy), building trades math, and standard based assessment.
6. Director Evaluation – Katrina informed the board that the Director evaluation was included in their board folder and included a stamped envelope to mail back to George Rimbo.

#### **RESOLUTIONS**

None

#### **OTHER ACTION ITEMS:**

##### **AR#0113-2412- Will County Transportation Consortium**

It was moved by 209 and seconded by ROE to approve the intergovernmental agreement between Wilco Area Career Center and the Will County Transportation Consortium.

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

##### **AR# 0113-2413 – Local Debt Recovery Program**

It was moved by 255 and seconded by 365 to approve the participation in the state of Illinois Local Debt Recovery Program.

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

## ANNOUNCEMENTS / INFORMATION ITEMS

- A. Standard Based Assessment – Katrina provided the board with a handout and reviewed the proposal and implementation plan for assessment. She discussed with the board the different types of assessment and informed them that Indiana has done work with career and technical education assessments and she would like to try to partner with Kankakee Area Career Center and Grundy Area Vocational Center to go through the process. Katrina handed out a tentative assessment timeline and cost of developing the program. She said she had set aside Perkins dollars to fund this. She also told the board that Brian Gordon of TREES said he would fund teachers to attend training on this. Dr. Harper said Plainfield is looking at information for students and parents resulting from results of assessment. Katrina said she is meeting February 1<sup>st</sup> with the state-wide AVC Director to discuss the project.
- B. Airfest 2014– Katrina discussed with the board an upcoming even at Lewis University airport in 2014. The Boy Scouts have requested assistance from Wilco for the event called Airfest 2014. It will take place August 8 – 10<sup>th</sup> at Lewis Airport and they would like assistance from Wilco for overflow parking, tent space and emergency evacuation if needed.
- C. HJR 79 – Katrina discussed her meeting with the CTE funding Taskforce, which met at Wilco for their first meeting on January 17<sup>th</sup>. She had some concern about lack of representation from career center superintendents on the task force. Katrina said the taskforce will meet once a month. Katrina is concerned also about a “one size fits all” proposal and feels that the taskforce should have voices from the fields, districts and students involved in the hearing.
- D. AED Grant – Katrina was pleased to inform the board that Wilco received a grant for a 2<sup>nd</sup> AED unit for our building. It will be at a cost of 50% off the state bid list.
- E. Summer Maintenance Items – Katrina updated the board on summer maintenance projects and told the board she has had preconstruction meetings with the bid winners. The fascia project will possibly be done over spring break, the tuck-pointing will be done in the summer and the asbestos removal was completed over winter break.
- F. Culinary Program Recognition – Katrina provided the board with a letter from Sullivan University in Louisville, KY that recognized Wilco’s Culinary program.
- G. Buffet Menu – Katrina shared the menu and reminded the board to put their reservations in if they intend to attend the public buffet on February 7<sup>th</sup>.
- H. Upcoming Events – Katrina reviewed some upcoming events with the board such as the IACTE Conference February 21 – 22<sup>nd</sup> and reviewed other dates listed in the board packet.

## UNFINISHED BUSINESS

None

## NEW BUSINESS

None

## NEXT MEETING

The next Wilco Board meeting will be Tuesday, February 19, 2013 at 6:30 p.m.

## ADJOURNMENT

Vice-President Westfall asked for a motion to adjourn the board meeting. It was moved by ROE and seconded by 255 to adjourn the board meeting at 7:22 pm.

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

APPROVED

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Vice-President, Wilco Area Career Center Board of Control

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Secretary Pro-tem, Wilco Area Career Center Board of Control

\_\_\_\_\_  
DATE