

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
April 21, 2015**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, April 21, 2015, at Wilco Area Career Center. The meeting was called to order by President Rod Westfall at 5:36 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

ROE	Mr. Shawn Walsh	present	209U	Dr. Matt Swick	absent
				Ms. Peggy Kunz	present – arrived 6:08
255U	Ms. Christine Nelson	present			
	Mr. Larry Blackburn	present	202	Mr. Glenn Wood	present
				Mr. Rod Westfall	present
365U	Dr. James Mitchem	present			
	Mr. Daniel Falese	present	210	Dr. Mary Ticknor	present
				Ms. Bev Marzec	absent

AGENDA REVISIONS

None

PUBLIC COMMENTS

None

President Westfall Appointed Dan Falese as Secretary Pro-tem.

CLOSED SESSION

President Westfall asked for a motion to adjourn into closed session for the purpose of: 1.Appointment, Employment of Center Employees and performance of Center Employees 5 ILCS 120/2(c)(1).

It was moved by 365 and seconded by ROE to go into closed session at 5:42 p.m.

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

It was moved by 202 and seconded by ROE to end the closed session and return to the open board meeting at 5:54 p.m.

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

CONSENT AGENDA ACTION ITEMS

AR#0415-2499 –It was moved by 365 and seconded by 255 to: 1. Accept the minutes from the previous meeting, March 17, 2015, 2. Approve expenditures for April, 2015, 3. Accept the donation of AAOS Video Series (set of 10), Life-size skeleton, and 3 AED LifePak 500 Trainers from Christina Pirc, 24914 S. Sycamore St., Elwood, IL, 60421, for the EMS program, and 4. To accept the resignation of Tina Pirc, EMS Instructor effective 4/17/2015.

ASSISTANT PRINCIPAL'S REPORT for April 21, 2015 Regular Meeting

Julia Ann Oglesby, Assistant Principal for Student Services

1. Julia reported to the board Student Services is in a big push to recover failing and at-risk students, putting in place interventions/academic action plans before the end of the year final grades, especially for seniors. Julia told the board most students respond favorably to interventions.
2. Julia informed the board there were ten student contracts this year for behavior issues. As of today, only one student violated the contract. Student contracts have worked well in the past and serve to shape students' behavior.
3. Julia was pleased to tell the board Wilco will be hosting Illinois Representative John Anthony on May 4th as a follow-up from the March 17th IACTE Legislative Day in Springfield. The students will have lunch and spend some time with the state representative. Representative Anthony's background was in Criminal Justice.
4. Julia also informed the board Wilco will be hosting Special Education Administrators on May 20th.

ASSISTANT DIRECTOR'S REPORT for April 21, 2015 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Heavy Equipment Program – Elizabeth told the board she had interviews with the incoming Heavy Equipment students. Morris High School and Kankakee High School will also be sending students to the program this year. The Heavy Equipment parent meeting will be May 6th.
2. Student Services – Elizabeth reported she met with Student Services to discuss the reduction in enrollment and receive feedback. They discussed class sections, marketing strategies and feedback from students and counselors. Elizabeth gave the board a hand-out with information on the brain-storming session and the results will be discussed later in the meeting with Katrina leading the discussion.
3. End-of-year Activities - Elizabeth reviewed with the board upcoming activities for Wilco: Pioneer Elementary visit May 1st, Rep. John Anthony visit May 4th, Wilco Charity Softball Tournament May 4th, Awards Night May 5th, Jonas Salk Elem. visit May 18th, Wilco Picnic and care show May 19th, AV Martinez visit May 21st, and Lukancic visit May 22nd.

DIRECTOR'S REPORT for April 21, 2015 Regular Meeting

Katrina Plese, Executive Director

1. Resignation – Katrina informed the board of the resignation of Christina Pirc, EMS Instructor. She recognized the excellent job Tina has done as lead instructor in the EMS program.
2. Facilities – Katrina discussed upcoming construction projects and future projects with the board:
Welding lab – Katrina is working with the architect/engineer on renovation of the welding lab. They had site visits to Wilco, GAVC, KACC & Lincoln Electric training facility to formulate ideas;
Child Care project – Katrina offered 2 bids for consideration, the asbestos abatement (3 proposals) and the low bid was from HEPA, Inc. for \$9,700. This bid does not include the Aires consulting fees. The construction contractor (3 proposals), low bid was from Larsen Contracting, Inc. for \$37,454. The scope of work includes additional cabinetry to replace storage in observation room and painting of the entire space including the classroom, and the Vestibule project, Katrina reported is complete with the exception of the closure to the exterior door. This door will not be utilized until summer after the alarm keypad is moved and floor covering is installed.
3. Technology Proposal – Katrina discussed the technology proposal. The HP 3-year lease ends in June. The options were outlined in the board packet. The HP lease allows, for the same annual cost, an additional 50 laptops. Katrina recommended approval of the leases from both HP and CDI. The

recommendation for the 2016-2017 school year to replace 100 laptops through CDI with fresh computers in a 3-4 year cycle. There is an increased need for more computers and laptops for online testing.

4. FY15 Budget – Katrina reviewed the budget with the board and recommends moving funds from the transportation fund into the education fund (approximately \$27,352). This move would require a budget amendment and board resolution.
5. FY16 Budget – Katrina reported the CTEI grant will increase by \$20,764 for a total of \$535,373. She informed the board TREES is still waiting on the Perkins allocation. Draft 5 of the budget reflects a \$106,000 deficit (some is capital projects, some is due to lower enrollment). The budget is still a work in progress and she will present a draft budget for review next month.
6. Informal Joint Committee – Katrina met with a facilitator for an initial meeting to begin the discussion of student growth. The next meeting is Monday, April 27th.

RESOLUTIONS

None

POLICIES

Policy #7.155 – Bullying, Intimidation and Harassment - 1st reading for amendments and updates.

OTHER ACTION ITEMS:

AR#0415-2500 – Asbestos Removal Bid

It was moved by 210 and seconded by 365 to accept the asbestos removal bid proposal from HEPA, Inc., Chicago, IL in the amount of \$9,700.

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

AR#0415-501 – Child Care Project Bid

It was moved by 202 and seconded by 255 to accept the child care construction bid proposal from Larsen Contracting, Inc., Monee, Il in the amount of \$37,454.

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

AR#0415-502 – Technology Proposal

It was moved by 210 and seconded by 255 to continue the lease of existing 100 laptops with HP at \$1,350 per month with the option of purchasing the laptops for \$1 at the end of the lease agreement and also approval of the 3-year lease with CDI Computer Dealers for 50 additional laptops at an annual cost of \$7,470 for 3 years.

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

ANNOUNCEMENTS / INFORMATION ITEMS

- A. State Assessment Comparisons – Katrina informed the board that from September to late January/early February there were small gains. She said the post test is currently in progress.
- B. Enrollments – Katrina reviewed the enrollment documents with the board and discussed an early bird class for welding, CNA or Criminal Justice. Elizabeth reported that many students have a hard time having a block of time for Wilco in their schedule and discussion of possible alternatives ensued with the board.
- C. Student of the Month – Katrina pointed out to the board that the Students of the Month for March and April are in the board packet and she reminded the board of Awards night on May 6th.

D. Upcoming Dates – Katrina reviewed the upcoming dates listed in the board packet with the board.

NEW BUSINESS

Katrina reminded the board that next month will be the reorganizational meeting.

NEXT MEETING

The next Wilco Board meeting will be Tuesday, May 19, 2015 at 6:30 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by ROE and seconded by 365 to adjourn the board meeting at 6:26 pm.

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

APPROVED

President, Wilco Area Career Center Board of Control

DATE

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

DATE