

**WILCO AREA CAREER CENTER  
MINUTES  
of the  
Regular Meeting of the Wilco Board of Control  
November 15, 2016**

**CALL TO ORDER**

The Wilco Board of Control met for a Regular Meeting on Tuesday, November 15, 2016, at Wilco Area Career Center. Vice-President Dan Falese called the meeting to order at 6:00 p.m. Mr. Falese requested the roll to be called.

**ROLL CALL**

ROE	Dr. Shawn Walsh	present	209U	Mr. Kevin Feeney	present
				Ms. Peggy Kunz	present
255U	Dr. Christine Nelson	present			
	Mr. Jesse Morris	present	202	Mr. Glenn Wood	present
				Mr. Rod Westfall	absent
365U	Dr. James Mitchem	present – arrived 6:01			
	Mr. Daniel Falese	present	210	Dr. Mary Ticknor	present
				Mr. Gary Gray	present

**PLEDGE OF ALLEGIANCE**

**PUBLIC PRESENTATIONS/COMMENTS**

Mr. Eallonardo was not present for the meeting. Katrina gave an update of the construction project and the completion schedule of the storage building. She also reported the schools have all sent in their first payments on the construction project.

**CONSENT AGENDA ACTION ITEMS**

**AR#1116-2574**

It was moved by 365 and seconded by 209 to approve Consent Agenda items including; CA1: Minutes from the previous meetings from October 18, 2016, CA2: Expenditures for November, CA3: Personnel Hiring, Marie Stukel, EMS Instructor, 63 days at 2/3 rate of \$164.93/day, effective November 1, 2016, hiring of Greg Leff, Fire Science Instructor, part-time effective date October 31, 2016, salary \$245.45/day, all certified hirings are contingent on certification, CA4: Retirement of John Popek, Auto Service Instructor, effective at the end of the school year, and CA5: Surplus items from EMS – 4 stair chairs, 2 fold-up backboards and 2 ferno stretchers.

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

**ASSISTANT PRINCIPAL’S REPORT for November 15, 2016 Regular Meeting**

Julia Ann Oglesby, Assistant Principal for Student Services

1. **Professional Development** – Julia reported she presented for staff two professional developments; on October 19, “Lessons Suitable for Diverse Students” and on November 14, “Special Education Accommodations and Modifications.”
2. **Progress Monitors** – Julia told the board the progress monitors for November will go out to the schools, therefore, the schools have quarter grades and three monthly grades to track students with IEPs for grades for the end of the semester.

3. Attendance Contracts – Julia reported she has sent attendance contracts and has spoken to numerous students with excessive absences to shape their behavior and halt their absences.

### **ASSISTANT DIRECTOR’S REPORT for November 15, 2016 Regular Meeting**

Elizabeth Kaufman, Assistant Director

1. Teacher Evaluation – Elizabeth reported we have 7 program areas (Auto, Culinary, Criminal Justice, Fire Science, EMT, Welding and Vet Assisting) that have selected to implement a performance task for the second part of their student growth measure, and 5 programs (CNA, Computer Tech, Early Childhood, Game Design and Intro to Health) will utilize a second standardized test as their assessment of student growth. Mid-point meetings have been held regarding student growth where instructors provided data and they discussed strategy on moving students forward.
2. Curriculum, Instruction and Assessment – Elizabeth informed the board she reviewed curriculum from the Carpenters International Training Fund. She also reported JJC is revisiting dual credit for Game Design. Fire Science and EMT will be re-aligned next year with JJC. JJC said EMT will receive dual credit if the student passes their state exam. Advisory meetings were held by many of the programs already and business visits were made by the teachers also.
3. Marketing – Elizabeth said visits are scheduled to Lemont, Plainfield North and Plainfield East. Visits to Wilco will be from Bolingbrook, RC Hill, Lemont and Reed-Custer.
4. Transition Activities – Elizabeth met with the transition team regarding the compensation package, timeline, and the change to a 12-month contract for the new Assistant Director/Principal. She reported she also worked with Katrina on the Agricultural grant, IWAS grant management and financial projections pertaining to staffing. Curriculum goals were also discussed as reported above.

### **DIRECTOR’S REPORT for November 15, 2016 Regular Meeting**

Katrina Plese, Executive Director

1. Policies – Katrina told the board we are having a second reading on the Assistant Director/Principal Job Description policy for amendment tonight.
2. Debt Certificates – Katrina informed the board the annual disclosure of the sale of the debt certificates is required and pointed out the action item in the board packet recommending Chapman and Cutler to complete the annual disclosure.
3. Transportation Consortium – Katrina went over the transportation consortium agreement with Will County Transportation included in the board packet. The Consortium does the drug testing, physicals, and random drug tests of school bus drivers.
4. College & Career Ready Framework – Katrina provided the board with a handout explaining the redefining of college and career readiness IASA is presenting to the ISBE board.
5. Legislation – Katrina informed the board of SB 2912 during the veto session which eliminates the basic skills test for substitute teachers; adds an option to the basic skills test for Provisional with CTE endorsement, which tests work proficiency, along with other revisions for those applying out of state.

### **POLICIES**

3:30 Job Description: Assistant Director – 2<sup>nd</sup> reading for amendment

It was moved by ROE and seconded by 365 to approve the amendments to policy 3:30 as presented.

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

OTHER ACTION ITEMS:

**AR#1116-2575 – Chapman and Cutler Disclosure Services**

It was moved by 202 and seconded by 255 to engage the services of Chapman and Cutler, LLP for the continuing disclosure services as required under the Securities Exchange Act at a cost of \$2,000. Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried.

**AR#1116-2576 – Will County Transportation Consortium**

It was moved by 209 and seconded by 365 to approve the continuation of participation in the Will County Transportation Consortium, which does bus driver drug tests, physicals and random drug tests. Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Students of the Quarter – Katrina pointed out to the board the list of students chosen for Student of the Quarter for each program.
- B. Public Buffet – Katrina reminded the board of the upcoming buffet on December 14<sup>th</sup>.
- C. Upcoming Events – Katrina reviewed with the board important upcoming events & dates including the ACTE Career Tech Vision conference in Las Vegas. Katrina, Elizabeth and 4 teachers will be attending. Travel, lodging and registration is being paid by TREES.

NEXT MEETING

The next Wilco Board meeting will be a regular board meeting to be held Tuesday, December 20, 2016 at 6:00 p.m.

ADJOURNMENT

Vice- President Falese 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

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Vice-President, Wilco Area Career Center Board of Control

\_\_\_\_\_  
DATE

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Secretary, Wilco Area Career Center Board of Control

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DATE