

WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
October 16, 2018

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, October 16, 2018, at Wilco Area Career Center. Board President Rod Westfall called the meeting to order at 6:05 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Shawn Walsh	present	209U	Mr. Kevin Feeney Ms. Peggy Kunz	present present
255U	Dr. Christine Nelson Ms. Danielle Valiente Christ Cavanaugh	present present present – arrived 6:09	202	Mr. Glenn Wood Mr. Rod Westfall	present present
365U	Dr. James Mitchem Mr. Victor Zack	absent absent	210	Dr. Mary Ticknor Mr. Gary Gray	present absent

PUBLIC PRESENTATIONS/COMMENTS

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

None

CONSENT AGENDA ACTION ITEMS

AR#1018-2656

It was moved by ROE and seconded by 202 to approve Consent Agenda items including: **CA1:** Minutes from the previous meetings of September 18, 2018; and **CA2:** Ratify expenditures presented for October, 2018

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

ASSISSTANT DIRECTOR/PRINCIPAL'S REPORT for October 16, 2018

Bosa Goodale, Assistant Director/Principal

1. Mission & Vision – Bosa reported to the board the formal and informal observations of teachers are in progress. Also, the Professional Development committee met and discussed PD for the rest of the year. There have been 2 per month so far and the remainder of the year is scheduled.
2. School Performance – Bosa informed the board the pretests have been completed. Historical data has been provided to the teachers. Student growth meetings are completed. Next month there will be a mid-term check-up meeting. October 1st, Domain 4L Professional Responsibilities Rubric, Professional Development involvement of Professional Organizations was done by TREES. October 15: Domain 2: Classroom Management: Establishing a culture of respect and report was presented by Mo Habeeb, Auto Service Instructor.

3. Curriculum – Bosa said we are working with both COD and JJC to establish a second-year curriculum for Criminal Justice.

EXECUTIVE DIRECTOR’S REPORT for October 16, 2018 Regular Meeting

Elizabeth Kaufman, Executive Director

1. Community Partnerships/Public Relations – Elizabeth reported to the board the last month’s activities and communication with the community: Reed-Custer Career Day, Bolingbrook and Romeoville Chamber Legislative breakfast with Senator Maguire, Lockport CTE Tour with Representative Connor and Senator Maguire, Plainfield Homecoming Parade, and we hosted a Criminal Justice roundtable here at the center with Plainfield board member Michelle Smith and Dr. Nick Stella.
2. Finance – Elizabeth discussed with the board presenting an RFP for a copier in November. She notified the board we received an agriculture grant, which is renewed for this year and may be About \$5,000, and also discussed information from our insurance carrier ESIC regarding school Violence and Me Too insurance.
3. Leadership – Elizabeth told the board she will provide a program improvement survey at the November 6th in-service.
4. Curriculum– Elizabeth provided an update on dual credit with JJC. She reported the fee to students was voted on by the JJC board and approved. She said JJC will also have a high school representative as a co-chair. She also reported JJC may include sophomores in dual credit. Elizabeth is looking at working on program development and possible dual credit in the future with JJC for Medical Assisting, Paralegal, and Cosmetology and Logistics. She also reported there is a hold on the Aviation course as she has not heard final word from Lewis University.
5. ASE Testing – Elizabeth said Mr. Habeeb, Auto Instructor, thinks it would be beneficial to Wilco for us to be an ASE testing site for our students. That certification would benefit graduates looking for employment in Auto Service.

POLICIES

None

RESOLUTIONS

None

OTHER ACTION ITEMS:

AR#1018-2657 – ASE Student Testing - It was moved by 255 and seconded by 202 to approve ASE testing for Auto Service students.

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

AR#1018-2658 – Snow Removal Contract – It was moved by 210 and seconded by 202 to approve the contract with The Fields for snow removal.

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

NEW BUSINESS

Building and Grounds committee to set up a meeting before the next board meeting. Elizabeth will contact committee members to set up date and time. (Members: Kevin Feeney, Gary Gray and Chris Cavanaugh)

ANNOUNCEMENTS / INFORMATION ITEMS

1. CPA Audit – Elizabeth informed the board we were selected at random for an audit to be done on our annual audit by the state of Illinois.
2. Industrial Appraisal – Elizabeth pointed out to the board the report from our insurance appraisal company of our inventory report for 2018.
3. Upcoming Events – Elizabeth shared with the board that Lemont had a group that attended our first Public Buffet of the year, our Guidance Breakfast is coming up this Friday, HOSA members are attending the fall leadership conference the 22nd, and the Teacher’s institute will be November 6th.

UNFINISHED BUSINESS

None

NEXT MEETING

The next Board of Control meeting will be a regular board meeting to be held Tuesday, November 20, 2018 at 6:00 p.m.

ADJOURNMENT

President 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 6:17 pm.

Roll call vote: 5 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