

WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
September 19, 2023

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, September 19, 2023, at Wilco Area Career Center. President Rod Westfall was present and called the meeting to order at 6:02 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Lisa Caparelli	absent	209U	Mr. Kevin Feeney	absent
				Ms. Peggy Kunz	present
				Mr. Matt Swick	absent
255U	Ms. Danielle Valiente	absent	202	Dr. Glenn Wood	present
	Mr. Chris Cavanaugh	present		Mr. Rod Westfall	present
	Mr. Mark Mitchell	absent			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	absent
	Mr. Victor Zack	present		Mr. Gary Gray	present

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

NA

PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION

FY23 Audit Presentation by Mack & Associates certified public accountant, Laurie Pope. The Auditor's Report reflects the year ended in accordance with the basis of accounting and in accordance with the Government Auditing Standards.

FFA members: PEHS Heidi Enriquez, Romeoville Olivia DePaola and Lemont Amanda Catalano presented the following:

- Ranked 7 in State Vet Sci CDE, 2 students ranked in top 10 in State Vet Sci CDE, Participated in first Wilco Trash Clean-up and 100% student membership thanks to IL Dept. of Ag.
- Adopted hissing cockroaches, placed 2 rabbits in forever homes, looking to adopt leopard gecko, small avian species and a ferret.
- Created a Social Media connections on Facebook, Twitter, TikTok, YouTube and Instagram

POLICIES

5.260 Student Services Coordinator Job Description – presented for 2nd reading

CONSENT AGENDA

It was moved by 209 and seconded by 210 to approve the Consent Agenda #0923-2822 as presented: **CA1.** Approval of minutes from the previous board meeting on August 15, 2023. **CA2.** Expenditures presented for payment for end of fiscal year September, 2023. **CA3.** Personnel: Hiring approval of Full-Time Status hiring of Stephanie Perella as Early Childhood Education @ \$54,550.00; Hiring of Part-Time status of Frank DiGiovanni at \$21.00/hr. and hiring of Part-Time status of Frank Ritter at \$21.00/hr. as Fire Science/EMT Aides to assist with skills.

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

ACTION ITEMS:

AR#0923-2934 – It was moved by 202 and seconded by 365 to approve the School Maintenance grant in the amount of \$50,000 to support the following projects: (1) Upgrade of interior lighting to LED at a cost of \$48,000.00. (2) Replacement of Overhead Doors at a cost of \$75,000.00.

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

AR#0923-2935– It was moved by 255 and seconded by 210 to approve the 24-25 Course Catalog as presented.

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

AR#0923-2936 – It was moved by 209 and seconded by 255 the approval of FY23 Audit Presentation by Mack & Associates certified public accountant, Laurie Pope as presented. Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

AR#0923-2937– It was moved by 210 and seconded by 202 the approval of partnership with Lewis
Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

ASST. PRINCIPAL REPORT for September 19, 2023 - Regular Meeting

Jeannine Marco, Asst. Principal

- Mrs. Marco shared attendance information as of September 19th on four students with 10 or more absences. Parents and counselors of these students have been contacted in regards to attendance.
- Mrs. Marco shared, students with low grades put them in jeopardy of earning their high school credit. Students placed on an academic intervention plan is a proactive attempt to improve their grade to 60%.
- Mrs. Marco reviewed with board Wilco has issued ten referrals to date for the following:
 - 4 warnings for driving without permission/missed Wilco bus
 - 1 possession violation
 - 2 insubordination (language and behavior in class)
 - 2 refusal to relinquish cell phones after receiving several warnings
- Mrs. Marco shared, Wilco has instituted a strict no cell phone policy which incorporates implementing a cell phone offense log to track cell phone issues.

ASST. DIR./PRINCIPAL REPORT for September 19, 2023 - Regular Meeting

Bosa Goodale, Asst. Dir./Principal

Mrs. Goodale reviewed the following: Progress Grades, Professional Development and Worked Based Learning Report.

EXECUTIVE DIRECTOR'S REPORT for September 19, 2023- Regular Meeting

Elizabeth Kaufman, Executive Director

Finance & Facilities

- Dr. Kaufman completed verification of equipment needs with Wilco instructors.
- Dr. Kaufman compiled a detailed list of projects for the maintenance and custodial staff for the 23-24 school year.
- Dr. Kaufman provided an update on the VET II addition, as well as the installation of HVAC Units.
- Dr. Kaufman submitted the Department of Natural Resources grant for a Butterfly Garden containing native plants and herbs next to the VET II addition.
- Dr. Kaufman met with Lewis on the redevelopment of the Wilco Golf Course.

Curriculum

- Dr. Kaufman shared Joliet Junior College Four Pack Initiative consisting of; DIF100; ACCT100; CIS126; and FIN100. Valley View offers all four.
- Dr. Kaufman is working with Joliet Junior College to develop a Manufacturing Course.
- Dr. Kaufman coordinated the proposed revisions of the 24-25 Wilco Curriculum Guide with Wilco Instructors.
- Dr. Kaufman is hopeful to complete this school year the identification and drafting of Culinary Pathway.
- Dr. Kaufman submitted the C.N.A. program application to the Board of Higher Education for approval of state bonding.

Leadership

- Dr. Kaufman collaborated with TREES on submission of Regional Quality Program; C.N.A.
- Dr. Kaufman met with Plainfield on Pathway Development and making sure Wilco is on track.

Public Relations

- Dr. Kaufman shared, Wilco had representation at Curriculum Nights: Bolingbrook, Lemont, Plainfield Central, East, North, South and Romeoville High Schools.
- Dr. Kaufman and Business Instructor, Janet Zitzke attended the Joliet Junior College graduation for 18 Wilco Business students earning a certificate.
- Dr. Kaufman shared, the Wilco Preschool hosted a successful Open House at the Center. It was great meeting the families from the Wilco Preschool.
- Dr. Kaufman submitted article for the CTE Governor’s Report on Vet Assisting II Internships.
 - In Spring 2023, an inaugural group of Vet Assisting 2 students completed over 1,200 hours of Veterinary Clinical Site experience at various locations throughout Will and surrounding counties.
 - For the 2024 school year, the goal for students is over 2,000 combined hours of work-based learning and career development while working toward an Agriculture, Food, and Natural Resources Pathway. As well as, trash pick up and adopting new animals.

NEW BUSINESS

- JJC fee collection from students will be issued and due at the end of October.

OLD BUSINESS

- N/A

ANNOUNCEMENTS

President Rod Westfall announced the next regular board meeting will be held Tuesday, October 17, 2023 at 6:00 p.m. at Wilco.

ADJOURNMENT

President Rod Westfall asked for a motion to adjourn the board meeting. It was moved by **365** and seconded by **255** to adjourn the board meeting at 6:49 pm.

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

APPROVED

Rod Westfall

President, Wilco Area Career Center Board of Control

9-19-23

DATE

Reanna Dwyer

Secretary, Wilco Area Career Center Board of Control

9-19-23

DATE