

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
September 1, 2015**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, September 1, 2015, at Wilco Area Career Center. The meeting was called to order by Board President, Rod Westfall. Mr. Westfall requested the roll to be called.

ROLL CALL

ROE	Mr. Shawn Walsh	present	209U	Mr. Matt Swick	present
				Ms. Peggy Kunz	present
255U	Ms. Christine Nelson	present	202	Mr. Glenn Wood	present
	Mr. Jesse Morris	present		Mr. Rod Westfall	present
365U	Dr. James Mitchem	present	210	Dr. Mary Ticknor	present
	Mr. Daniel Falese	present		Mr. Gary Gray	absent

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), and 2. Discussion of minutes and tapes lawfully closed, semi-annual review, 2.06 5 ILCS 120/2(c)(21). It was moved by ROE and seconded by 255 to go into closed session at 6:08 p.m.
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried.

It was moved by ROE and seconded by 210 to end the closed session and return to the open board meeting at 6:14 p.m.
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

CONSENT AGENDA ACTION ITEMS

AR#0915-2521 –

It was moved by 365 and seconded by 209 to removed item CA4 – Disposal of Surplus Items, from the consent agenda.
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved by 202 and seconded by 209 to approve the consent agenda with the exception of CA4: CA1. Accept the minutes from the previous meeting, June 16, 2015, CA2. Ratify expenditures for June and July 2015, CA3. Expenditures presented for payment for August 2015, CA5. Out of state travel for Elizabeth Kaufman to attend the ACTE Career Tech 2015, November 18, 2015 in New Orleans, CA6. Accept the resignations of Lisa Armonda, Criminal Justice Instructor, effective 7/29/15, Patrick Flynn, Teacher's Aide, effective 8/4/15, Mark Wolfrum, Aviation Instructor, effective 7/17/15, and Rick Smuksta, Welding Instructor, effective 8/10/2015, and CA7. Hiring of Daniel Krytych, Criminal

Justice Instructor 2/3, salary \$32,354, Jennifer Alessi, Teacher's Aide, full-time, salary \$15/hr., and Nicholas Moran, Welding Instructor, full-time, salary \$39,931, all effective 8/13/2015.
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

ASSISTANT PRINCIPAL'S REPORT for September 1, 2015 Regular Meeting

Julia Ann Oglesby, Asst. Principal for Student Services

1. Julia welcomed everyone back to a new school year.
2. Julia reported to the board that she and Elizabeth Kaufman stressed the importance of procedures and classroom rules during the first few days of school. They are now assisting Teachers in facilitating their first few days/weeks of school to ensure a good start.
3. IEPs, Accommodation plans, and Medical Plans are being collected to ensure all students will receive their accommodations and needs met while at Wilco. Progress monitoring will start the 3rd week of September.
4. The cell phone violation procedure is being modified. Teachers are being empowered to issue consequences for cell phone violations. Continued use of a cell phone will lead to a referral for insubordination.

ASSISTANT DIRECTOR'S REPORT for September 1, 2015 Regular Meeting

Elizabeth Kaufman, Asst. Director

1. Public Relations – Elizabeth thanked the Plainfield schools and Lemont including Wilco in their Curriculum nights. She and other staff members plan to participate at Romeoville and Bolingbrook Curriculum nights coming up. Wilco will be participating in the Plainfield Homecoming parade on Sept. 26th. Wilco's open house will be on Tuesday, September 29th. Counselor's breakfast will be October 20th.
2. Curriculum – Meetings have been set up with Curriculum personnel at the feeder schools regarding Wilco programs. Elizabeth told the board we are looking at cancellation of Aviation and Auto Body and implementation of a Veterinary Assistant program. Consideration of additional programs for the future are being discussed also.
3. Professional Development – Elizabeth reported she and Don Malec, Criminal Justice Instructor, attended a collaborative meeting with College of DuPage. The National Research Center for Career and Technical Education: New Teach Induction Program included assessment, classroom management, instruction planning and instructional strategies for provisionally certified teachers who may not have an education background. Based on data from our evaluation system, Elizabeth said topics for our staff meeting and additional 1 hour sessions each month after school will cover areas where development is indicated as needed.
4. Assessment – Elizabeth said the assessment work is a continuation of the year one pilot and they are now adding courses developed last year: Early Childhood, Criminal Justice, Fire Science, Computer Tech, Auto Service, Welding and CNA. Programs in development this year include: EMS, Culinary Arts, Game Design, and Medical Terminology. Instructors will pilot a module or unit exam along with a task performance exam.
5. Evaluation – Schedule of evaluations and information on evaluations was presented to all teachers at the opening institute. This is the 2nd year of the Danielson framework. Elizabeth said a walk-through of the evaluation process has started. She said she is piloting student growth measures with teachers to try focusing on performance and task.

DIRECTOR'S REPORT for September 1, 2015 Regular Meeting

Katrina Plese, Executive Director

1. Facilities – Katrina told the board she will be meeting with Healy tomorrow to review estimates/plans for the Welding lab. Katrina also updated the board on the Child Care project letting them know the project is complete and the completion documents have been signed and punch list items completed.
2. Summer – Katrina reported on the busy summer activities to the board. The Assessment Project training workshop was held here at Wilco and went very well. The Assessment project work will start back up in the next few weeks. There were several staff changes this summer with retirements and resignations, so staff was busy with hiring and orientation of new employees. Maintenance, Welding and Culinary had several items for disposal and several are on the consent agenda. The paint booth which was added during new construction in 2004 will be discussed at the next meeting.
3. Financials – Katrina reviewed year-end financials with the board, FY16 budget info and FY16 enrollments and the effect of 11th day enrollment on the budget.
4. Legislation – Katrina discussed federal legislation on the Perkins Modernization Act. Language in the bill would amend Perkins funding and replace high demand occupations with in-demand occupations in WIOA's definition. The legislation is sponsored by Congressman Joe Kennedy (MA) and co-sponsored by Congressman Kinzinger and Congressman Rodney Davis. Meetings have been established with Congressman Davis and schools are trying to arrange a meeting with Congressman Kinzinger. Neither Congressman Kinzinger or Congressman Davis understood the impact of the language change.

RESOLUTIONS

R#0915-1082 – Transfer of Funds from the Transportation Fund to the Education Fund

It was moved by 255 and seconded by 209 to transfer the remaining funds in Transportation (\$27,369.95) to the Education Fund.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Resolution adopted.

POLICIES

None

OTHER ACTION ITEMS:

AR#0915-2522 – FY2016 Budget Approval

It was moved by ROE and seconded by 209 to approve the Fiscal Year 2016 budget as presented.

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

AR#0915-2523 – Semi-Annual Review of Closed Session Minutes and Tapes

It was moved by 365 and seconded by 255 to keep closed session minutes that are older than six (6) months and to destroy archived closed session tapes older than eighteen (18) months.

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

AR#0915-2524 – Disposal of Surplus Items

It was moved by 255 and seconded by 210 to dispose of surplus items listed in the removed Consent agenda item CA4 with the exception of the Powermatic 10" Arbor saw, which was removed from the list.

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

ANNOUNCEMENTS / INFORMATION ITEMS

- A. DCEO Grant – Katrina informed the board of a notice from DCEO that there is a hold of funds for the DCEO grant. No word on the status but final a expenditure report showed that all obligations would not be cancelled as we were in the middle of a project when notified by DCEO of the hold on funds.
- B. FCCLA National Winners – Katrina was pleased to present to the board a hand-out showing our two culinary national gold winners, in Hospitality, Tourism and Recreation, Hannah Eichelberger from Romeoville and Alyssa Warren from Reed-Custer. She also told the board several students received scholarships from the IL Restaurant Association and other institutions.
- C. Thank You Note – Katrina shared the thank you note from State Representative Anthony and the picture sent from his office to each Wilco student who was in the photo with him on legislative day in Springfield.
- D. Upcoming Events – Katrina reviewed upcoming events including the Wilco Open House coming up Tuesday, September 29th and the Public Buffet which will begin October 7th. A yearly buffet schedule was provided to each board member.

NEW BUSINESS

None

NEXT MEETING

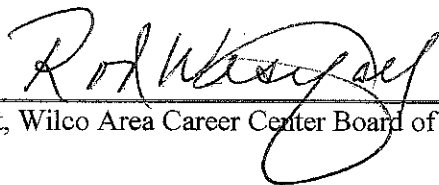
The next Wilco Board meeting will be Tuesday, September 15, 2015 at 6:00 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 255 to adjourn the board meeting at 6:44 pm.

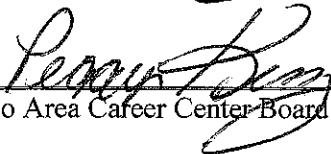
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED



President, Wilco Area Career Center Board of Control

DATE



Secretary, Wilco Area Career Center Board of Control

DATE