

WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
September 21, 2021

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, September 21, 2021, at Wilco Area Career Center. Board President Rod Westfall was present and called the meeting to order at 6:04 p.m. and requested the roll to be called.

ROLL CALL

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

CLOSED SESSION

President Westfall asked for a motion to adjourn to closed session for the reasons of: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees. It was moved by 210 and seconded by 365 to go into closed session at 6:13 pm.

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

Motion was made by 210 and seconded by 365 to end closed session at 6:18 p.m.

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

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

Remove from Consent Agenda Items: **0921-2801- CA4: Jen Ritter Instructing Vet II students for 58 days, 90 mins/day, Totaling \$3,947.19**

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

It was moved by 365 and seconded by 210 to approve the following Action Item:

PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION

The public presentation was moved to the beginning of the meeting as the auditor from Mack and Associates, Erica Blumberg, was connected via ZOOM to give their audit report. Report was presented by Ms. Blumberg and open questions from the board answered.

Mack & Associates Annual Financial Report was reviewed in detail with the board members. Mack & Associates reported in consideration of internal control was for the limited purpose in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Wilco Area Career Center, as of and for the year ended June 30, 2021. Given these limitations, during the audit they did not identify any deficiencies in internal control that they consider to be material weaknesses, therefore clean audit.

CONSENT AGENDA

It was moved by 202 and seconded by 365 to approve the Consent Agenda as presented: **CA1.** Approval of minutes from the previous board meeting on August 17, 2021 **CA2.** Expenditures presented for payment for September, 2021 **CA3.** Personal-Hiring: Marianne Sedacki-Drenthe **CA4.** Personal-Faye Jackson to FT, Martin van Heeswijk to 1/3-time Stdt. Svcs. and 2/3-time Law Enforcement Instructor **CA5.** Surplus items Culinary-Steamer Table and Welding Equipment-Miller Syncrowave 250 DX models; Serial numbers: LJ090266L & LJ090268L **CA6.** Donation to JJC-Two Welding units, as described: 250 DX models; Serial numbers: LJ090266L & LJ090268L

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

ASSISTANT PRINCIPAL REPORT for September 21, 2021 - Regular Meeting

Julia Oglesby, Assistant Principal

Julia shared with Board her goals and how they will help the following: utilize current and new strategies to consistently promote teacher and support staff productivity, instruct teachers on two-way communication links to engage families and instructional programs on a monthly basis, as well as teach strategies to promote student growth in all instructional programs.

Julia reviewed the percent of IEPs per program session, as presented in handout; reflecting a 22% of students with IEPs.

ASST. DIR./PRINCIPAL REPORT for September 21, 2021 - Regular Meeting

Bosa Goodale, Asst. Dir./Principal

Bosa shared with Board her goals and how they will help the following: engage family visits to the center by hosting various Open House dates. Also, to increase the culturally responsive climate at Wilco, by establishing a student council that will meet twice a year. The group will consist of officers whom will work with Asst. Dir./Principal to continuously work to improve climate at Wilco. Bosa reviewed her goal to establish a sustainable professional development plan that addresses social and emotional learning with techniques from summer reading project from the book **Generation Z.**

Bosa reviewed the revisions to the 2021-2022 Student Handbook, as presented in handout; Equal Educational Opportunities and Sex Equity, reflecting additional wording to include sexual orientation or gender identity; Prevention of and Response to Bullying, Intimidation and Harassment, Additional wording to include and explain cyberbullying; Harassment and Teen Dating Violence Prohibited, Rewritten to align with PRESS; Acceptable Use of the District's Electronic Networks, Rewritten to align with PRESS; Student authorization for Access to the District's Electronic Networks, Rewritten to align with PRESS.

EXECUTIVE DIRECTOR'S REPORT for September 21, 2021 - Regular Meeting

Elizabeth Kaufman, Executive Director

1. Finance and Facilities

- Elizabeth reported 11th Day Enrollment is 1289, as presented in handout with graphs.
- Elizabeth shared with the board ongoing work on Rooftop Unit.
- Elizabeth explained, she is working with Architect on 3rd Rooftop Unit to help with the cooling at the south end of the building.
- Elizabeth announced the October Budget Amendment.
- Elizabeth reviewed the Lease Agreement for Dell Computers for Game Design with an Annual Lease payment of \$21,152.93 for 4 years. The lease option is more fiscally responsible when working with technology, as technology is always evolving so rapidly.

2. Curriculum

Elizabeth shared, the revisions to Curriculum Guide, as follows:

- The addition of Business Management (1 yr. student can earn a certificate in Customer Service and 2 yrs. students can earn two certificates by graduation) as well as, the JJC Dual Credit offerings.
- CISCO Networking is offered in conjunction with JJC and will utilize a hybrid course delivery model that will be offered at the Romeoville North Campus. Students will need own transportation but have the opportunity to earn 14 credit hours prior to graduation.
- Medical Assistant Program is designed for seniors to prepare for a career as a member of a multidisciplinary health care team within an outpatient care setting. The Program is pending the confirmation of JJC Dual Credit.
- Business Logistics to adjust for Dual Credit changes within a sequence of four classes: SCM 100/3 credit hours, SCM 110/3 credit hours, SCM 120/3 credit hours and SCM 140/4 credit hours.
- Veterinary II and Construction programs gaining JJC Dual Credit options.

3. Leadership

- Illinois Virtual Instructional Coach and Building Mentor Program
- Evaluation Schedule and Growth Meetings with Progress-State release of document to get guidance with Advisory meeting in October.
- Educational Pathway Meeting with Educators Rising-Trees using Multiple Purpose Room for meetings

4. Public Relations

- Elizabeth shared, Wilco is Partnering with TREES to house Fall Professional Development-TREES in the Multiple Purpose Room.
- Elizabeth was proud to share the Fall Open Houses held on 9/16/21 & 9/23/21 were well attended by prospective families, as well as current students.
- Wilco partnered with the State of Illinois by hosting two COVID-19 Vaccination Clinics on 9/16/21 & 10/7/21 from 6:00-8:00 p.m.
- Elizabeth thanked everyone for the invitation/opportunity to attend Curriculum Night held at Plainfield, Valley View and Lemont Schools.
- Invitation to Rep. Damara Avelar to visit the Center

OTHER ACTION ITEMS:

It was moved by ROE and seconded by 365 to approve the following Action Item:

AR#0921-2809: Course Offerings 2022-2023

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

It was moved by 210 and seconded by 255 to approve the following Action Item:

AR#0921-2810: Salary Adjustments

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

It was moved by 210 and seconded by 209 to approve the following Action Item:

AR#0921-2811: Work Based Learning Agreement with AMITA

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

It was moved by 202 and seconded by 365 to approve the following Action Item:

AR#0921-2812: Maintenance Grant Submission for 3rd HVAC Unit (Due. Oct. 8)

Roll call vote: 4 Ayes, 0 Nays, 1 Abstain. Motion carried

It was moved by 365 and seconded by 202 to approve the following Action Item:

AR#0921-2813: Student Handbook Revisions

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

It was moved by 210 and seconded by 209 to approve the following Action Item:

AR#0921-2814: Lease for Dell Computers for Game Design

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

It was moved by ROE and seconded by 365 to approve the following Action Item:

NEW BUSINESS

N/A

ANNOUNCEMENTS

President Westfall announced the next regular board meeting will be held Tuesday, October 19, 2021 at 6:00 p.m. at Wilco.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 365 and seconded by ROE to adjourn the board meeting at 6:54 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