

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
March 17, 2015**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, March 17, 2015, at Wilco Area Career Center. The meeting was called to order by President Rod Westfall at 6:30 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

ROE	Mr. Shawn Walsh	present	209U	Dr. Matt Swick	absent
				Ms. Peggy Kunz	present
255U	Ms. Christine Nelson	present			
	Mr. Larry Blackburn	present	202	Mr. Glenn Wood	present
				Mr. Rod Westfall	present
365U	Dr. James Mitchem	absent			
	Mr. Daniel Falese	absent	210	Dr. Mary Ticknor	absent
				Ms. Bev Marzec	present

AGENDA REVISIONS

None

PUBLIC COMMENTS

Karen Aldworth reported on the state HOSA convention and competition introduced some of the students who competed at HOSA state convention and they spoke to the board about their events and their experience. The board congratulated them on their success and wished them good luck at Nationals.

Director Katrina Plese recognized Bonnie Lutter, a guest for the meeting. She is a former Wilco board member and Wilco Foundation member.

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). It was moved by ROE and seconded by 255 to go into closed session at 6:44 p.m. Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

It was moved by 255 and seconded by 210 to end the closed session and return to the open board meeting at 7:16 p.m. Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

CONSENT AGENDA ACTION ITEMS

AR#0315-2498 –It was moved by ROE and seconded by 209 to accept the minutes from the previous meeting, February 10, 2015, approve expenditures for March, 2015, to accept the resignation of Jamie Wilkey, EMS Instructor effective at the end of the 2015 school year, accept the retirement of Art Coon,

Auto Body/Aviation Instructor effective at the end of the 2015 school year, approval of hiring Nance Budde , Theory Instructor, per diem rate, and Diane Teichman, Clinical Instructor, \$40/hr. for the Summer Adult CNA class, approval of overnight trip for FCCLA students to attend state conference and competition in Springfield April 16 – 18th. Stay will be at the Springfield Hilton Hotel and transportation provided by Wilco. Chaperone will be Deborah Bolger, Culinary Instructor; approval for SkillsUSA student to attend the state leadership conference in Springfield April 23 – 25th , stay will be at the President Abraham Lincoln Hotel, transportation will be provided by Wilco and the chaperones will be Mike Johnson, Skills Advisor and Fire Science instructor, and Elizabeth Kaufman; approval for students to attend the HOSA National Conference in Anaheim, California June 24-28, students will be responsible for their airfare, student fundraising efforts will offset the other costs.
Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

ASSISTANT PRINCIPAL’S REPORT for March 17, 2015 Regular Meeting

Julia Ann Oglesby, Assistant Principal for Student Services

1. Julia reported to the board she and Don Malec took 12 students to Springfield for Legislative Day. Senator McGuire, Representative John Anthony, and Representative Emily McAsey spoke with students and Governor Rauner visited with the students and posed for pictures. Representative McAsey introduced the students to the legislature in session.

ASSISTANT DIRECTOR’S REPORT for March 17, 2015 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Curriculum – Elizabeth discussed the new AIM program at JJC. She reported they have 7 students from Wilco enrolled for next year: 3 Bolingbrook, 3 Romeoville and 1 Wilmington. She said she and Katrina are exploring additional curriculum possibilities. Katrina and Elizabeth met with Brad Angus and Luke Allen from JJC regarding Veterinary Science, Landscape Design and Turf Grass Management, and General Agriculture track with the college. Discussion ensued with the board and Katrina on this subject.
2. Dual Credit – Elizabeth said she met with College of DuPage regarding dual credit for Fire Science. She reported JJC is not wanting to recognize credit. COD will offer 12 academic credits and offered a list of possible classes. JJC has requested submission of syllabi and will complete observations on site.
3. Outreach - Elizabeth told the board of outreach opportunities from the last month and those upcoming, such as Student Services has a meeting scheduled for April 14th, and she plans to schedule a curriculum meeting, Heritage Trails will visit Wilco on March 3rd and Wilco was involved in the Career Fair at BHS and Plainfield Academy. Upcoming visits to Wilco planned for May are Pioneer Elementary, and Lukancic and AVM Middle schools.
4. Professional Development – Elizabeth informed the board of topics covered for professional development and opportunities for staff: TREES workshops, communication with parents and grouping of students for classroom engagement.

DIRECTOR’S REPORT for March 17, 2014 Regular Meeting

Katrina Plese, Executive Director

1. Finances – Katrina reported on the state of finances for the Center. Month ending February. Revenue is at 65%, Expenditures are at 58%. She reported they are on the 3rd draft of the 2016

budget, factoring in the tuition increase of \$100 per student. Also affecting budget is the anticipation of a decline in enrollments. CTEI allocation for our region is increased and Katrina is waiting to hear what Wilco allocation will be. There is no word on the status of Perkins funding at this point. The current budget is in a \$100,000 deficit but it factors in capital projects such as Child Care. Expenditures are at 51%. She reports we are on track for the half-way point of the year.

2. State Assessment Results – Katrina told the board she received the test results on Monday and will pull together all the information for the board.
3. Technology Proposal – Katrina discussed the technology proposal. There is one more year on the lease and she is fine-tuning the proposal and factoring in finances.
4. Child Care Asbestos Bid – Katrina informed the board the bid will be released by Healy this week. Bid opening for the project is scheduled for Wednesday, April 15th at 2:00 p.m. Recommendations will be made at the April board meeting.
5. Front Vestibule – Katrina reported that the substantial completion documents have been signed and there is a small list of things left to complete.
6. Other Projects – Katrina told the board Healy is making arrangements to visit the welding labs they designed. She told them welding is an area being explored for possible renovation.
7. Wilco Foundation – Katrina informed the board that the Wilco Foundation was being dissolved. The money in the foundation will be moved to another account for scholarships.

RESOLUTIONS

#0315-1078 – Non-Retention of Support Personnel

It was moved by ROE and seconded by 255 to approve the release of the following personnel at the end of the 2015 school year: Adam Bozarth, Technology Asst., Nancy Evans, Clinical Instructor, Rick Maurer, Auto Service Aide, Hilda McConaughy, Child Care Aide, Melissa Sieder, Tutor, Cathy Strle, Clinical Instructor, Diane Teichman, Skills Lab Aide, and Elizabeth Zucker, Tutor.

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

#0315-1079 – Non-Retention of Part-Time Teachers

It was moved by 209 and seconded by 210 to approve the release of the following part-time teachers at the end of the 2015 school year: Adam Bozarth, Computer Technology, Mike Johnson, Fire Science, Mark Oglesby, Fire Science, Christina Pirc, EMS, and Elizabeth Zucker, Early Childhood II.

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

#0315-1080 – Non-Retention of Probationary Teachers

It was moved by 255 and seconded by 202 to approve the release of the following probationary teacher at the end of the 2015 school year: Karen Aldworth, CNA, Lisa Armonda, Criminal Justice, Nicole Kinzer, Culinary Arts, Richard Smuksta, Welding, and Kristopher Trager, Game Design.

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

POLICIES

None

OTHER ACTION ITEMS:

None

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Auto Body Program – Katrina recommended to the board putting a hold on the Auto Body program for the next school year. Mr. Coon is retiring and it is difficult to find qualified instructors and the declining enrollments in the class do not justify its continuance at this time.

- B. New Course Offering – Katrina discussed with the board options for new courses including Agriculture. She is going to study survey results and investigate labor market information. Other options for the future discussed include Veterinary Tech, Sport and Turf Management.
- C. Preliminary Enrollments – Katrina provided the board with handouts showing enrollment numbers and enrollment history. Enrollment numbers are down and discussion ensued regarding reasons for declining enrollment. Various possible reasons: some schools don't allow a P.E. waiver, residency crackdown, senior year early releases, and interested students who need remediation. Christine Nelson, from district 255U asked for a breakdown of which classes have dropped in enrollment.
- D. IASA Workshop – Katrina told the board Rich Voltz will be presenting a workshop on Student Growth, June 9th at 8 am – 3 pm at Wilco. Administrative Academy credit will be posted in July.
- E. Thank you Note – Katrina pointed out to the board a thank you note included in their packet from Dr. Deb Daniels, JJC President, after her tour of Wilco.
- F. HOSA Qualifiers – Katrina pointed out the handout in the board folders this evening showing all Wilco students who were top 10 finishers at state and the list of national qualifiers.
- H. Students of the Month – Katrina reminded the board of the students of the month list included in their board packet to take home and share with their home school board.
- I. Upcoming Dates – Katrina reviewed the upcoming dates listed in the board packet with the board.

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, April 21, 2015 at 6:30 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by ROE and seconded by 209 to adjourn the board meeting at 8:07 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