

**WILCO AREA CAREER CENTER  
MINUTES  
of the  
Regular Meeting of the Wilco Board of Control  
September 18, 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<br>Ms. Peggy Kunz | present<br>present |
| 255U | Dr. Christine Nelson<br>Ms. Danielle Valiente<br>Christ Cavanaugh | present<br>present<br>absent | 202  | Mr. Glenn Wood<br>Mr. Rod Westfall | present<br>present |
| 365U | Ms. Tammi Conn<br>Mr. Victor Zack                                 | present<br>present           | 210  | Dr. Mary Ticknor<br>Mr. Gary Gray  | absent<br>present  |

PUBLIC PRESENTATIONS/COMMENTS

Public Present for meeting – Lauri Pope from Mack and Associates presented the FY18 audit to the board. Moe Habeeb, Auto Service Instructor who spoke to the board about the new possible student competition organization, Hot Rodders of Tomorrow.

CLOSED SESSION

It was moved by 210 and seconded by ROE to go into closed session at 6:20 p.m. for the reason of: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees - 5 ILCS 120/2(c)(1), and 2. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees– Section 2.06 5 ILCS 120/2(c)(2).

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

It was moved by 365 and seconded by 210 to adjourn the closed session and return to the regular board meeting at 6:25 p.m.

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

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

Consent Agenda addition of out of state travel for Computer Tech instructor, Robert Haluska and additional bill from GAVC.

CONSENT AGENDA ACTION ITEMS

AR#0818-2647

It was moved by 255 and seconded by 365 to approve Consent Agenda items including: **CA1:** Minutes from the previous meetings of August 21, 2018; **CA2:** Ratify expenditures presented for September,

2018; **CA3:** Personnel: Hiring, approval to hire Teneise Chandler, R.N. as Clinical Instructor, FT, \$37/hr. effective November 1, 2018. Employment contingent on completion of Train the Trainer course; **CA4:** Donation of entertainment center toys, bookshelves TV stand and DVDs from Maggie Bain, Plainfield, and 1999 Chevy Venture van from Joy Koch, Romeoville; **CA5** – Out of State Travel – 1. Jennifer Alessi, Vet Assisting Instructor to attend the VSEA (Veterinary/Animal Science Educator’s Association fall meeting October 1<sup>st</sup>, 2018 in Blue Ash, Ohio; 2. Robert Haluska, Computer Technology Instructor, to attend Microsoft’s Insider2Campus from October 9 – 13<sup>th</sup> in Redmond, Washington. This trip is fully funded by Microsoft as Mr. Haluska was one of the winners of the Insiders2Campus contest; **CA6** – New Student Organization- approval of new student organization Hot Rodders of Tomorrow. Mohsin Habeeb will be the teacher sponsor for this competition team; **CA7** – Surplus Items - Items from Welding that are inoperable or obsolete and need repairs beyond value:

- Plasma Cutter
- Routing package for Torchmate
- S.W.A.T. Welder
- Thermal Dynamics Plasma Cutter
- Torchmate 2 x 2 Plasma waterbed
- Torchmate 2 x 2 prototyping system
- Welder – Lincoln Electric AC/DC 222/125 – Serial #10426
- Welder – Lincoln IdealArc 250 – Qty. 2 Serial #: AC345676 & C1020100549
- Welder – Miller Econo Twin – Qty. 3 Serial #: HE800708, HE812746 & HE812748
- Welder – Lincoln M#IdealArc 250
- Welder – Lincoln M#AC/DC Arc W Tombstone arc welder
- Wire Feeder – Miller Matic 10A Serial# 72-613083

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

### **ASSISTANT PRINCIPAL REPORT for September 18, 2018**

Julia Oglesby, Assistant Principal for Student Services

1. Julia shared an IEP data report with the board indicating each school’s students with IEPs.
2. Julia reported Wilco has 23 504 accommodation plans this year.
3. Julia told the board attendance letters have been sent out to 11 students’ parents for students who have missed more than 5 days.
4. Julia said we are having Student Services meeting every week to discuss accountability and better ways to service our students for greatest support and accommodations.

### **ASSISSTANT DIRECTOR/PRINCIPAL’S REPORT for September 18, 2018**

Bosa Goodale, Assistant Director/Principal

1. Curriculum – Bosa reported to the board pretests have been completed. We are currently working on distributing historical data to the teachers. Also, student growth meetings are being scheduled with each individual program.
2. Professional Development – Bosa thanked the staff for their contributions toward professional development. Jennifer Alessi is demonstrating MyCart for instructors, Jeannine Marco is demonstrating Knowledge of Students. In October, TREES will be coming to talk about Professional Responsibilities and Involvement of Professional Organizations. Also in October, Auto Instructor Moe Habeeb will demonstrate Classroom Environment.
3. Community Partnerships – Bose reported Bob Haluska, our Computer Tech instructor won a Microsoft Contest which had only 15 winners globally and he received an all-paid trip to Microsoft

For a seminar called Insider2Campus. Jennifer Alessi, Vet Assisting instructor was identified as a Super User for MyCart and will be presenting for ISBE on October 21<sup>st</sup>. Wilco students will be attending Manufacturing Day October 9<sup>th</sup> at JJC. Culinary II students visited Buca DiBeppo to observe. Criminal Justice students visited Western Illinois Univ. for 3 classes and attended a Career Fair there. Wilco will attend the JJC Counselor breakfast and we have had 100% participation from staff in fall feeder school events.

### **EXECUTIVE DIRECTOR'S REPORT for September 18, 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. We sent out invitations to our Open House, student organizations had a fundraiser selling Taffy apples, meeting with DRF Trusted Property Solutions, who are part of the plumbing industry and reached out for partnering for apprenticeships, PDM Plumbing Heating and Cooling also reached out saying they need workers in their field, Hot Rodders of Tomorrow student organization is supported by Beglers in Wilmington, Elizabeth Participated in a JJC Culinary Arts tour with Chef Magrill, and Workforce Youth Program was at the open house in conjunction with JJC informing parents of scholarships they offer.
2. Curriculum Guide – Elizabeth discussed with the board the possibility of offering Auto II for an early bird class, dropping the early bird welding offer, discussion of the second year Criminal Justice class, the status of an Aviation partnership with Lewis University, the removal of credit CIS130 because the pre-requisites are being enforced, and discussed the JJC course: Next Phase for 2020: Global Supply Chain Management. Elizabeth said Bill Connor of JJC would like Wilco to Develop a program with logistics and warehousing.
3. Leadership – Elizabeth shared with the board the TREP program of Work team information and the Forum for Excellence: Transitional Coursework and Implementation of SB2838 that she is registered to attend.
4. Finance – Elizabeth pointed out to the board the bill list included in the board packet. She discussed the proposal enclosed in the packet from Chapman and Cutler and the proposal from Mack and Associates. She also reviewed the FOIA request we received in the past month.

#### POLICIES

None

#### RESOLUTIONS

None

#### OTHER ACTION ITEMS:

**AR#0918-2651 – Mack and Associates Contract** - It was moved by 209 and seconded by 202 to approve the 3-yr. contract with Mack and Associates for auditing purposes. Fee for 2019: \$8,300, for 2020: \$8,500 and for 2021: \$8,750.

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

**AR#0918-2652 – Chapman and Cutler, LLP Contract** – It was moved by 365 and seconded by 210 to approve the contract with Chapman and Cutler, LLP for annual disclosure compilation and filing services. Fee for the service: \$2,000.

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

**AR#0918-2653 – Profession Choice Hair Design 13-month Contract** – It was moved by 202 and seconded by ROE to approve the 13-month contract with Professional Choice Hair Design. Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

**AR#0918-2654 – Wilco Council of AFT Local 604 Agreement** – It was moved by 210 and seconded by ROE to approve the agreement between Wilco and the Wilco Council of AFT Local 604 to: 1. Immediate cessation of collection of fair share/agency fees for any individuals in the bargaining unit who are not members of the union, 2. Removal of Fair Share section from the Collective Bargaining Agreement, 3. Agreement about future changes in dues status, and 4. Effect of Agreement does not modify, amend or otherwise affect any other provision of the parties’ collective bargaining agreement. Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

**AR#0918-2655 – 2019-2020 Course Offerings** – It was moved by 365 and seconded by 255 to approve the 2019 – 2020 course offerings as presented. Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

NEW BUSINESS

None

ANNOUNCEMENTS / INFORMATION ITEMS

1. Asbestos Inspection – Elizabeth informed the board the inspection was complete and will be redone in 3 years.
2. ACE Program – Elizabeth told the board the ACE program instructor at JJC reported that our students are doing great in the class.
3. School to Apprenticeship – Elizabeth shared with the board that the Carpenters Local 174 Apprenticeship organization is very happy Wilco has a Construction program again.

UNFINISHED BUSINESS

None

NEXT MEETING

The next Board of Control meeting will be a regular board meeting to be held Tuesday, October 16, 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 7:06 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