

Executive (KACC) Board Meeting  
Thursday, February 14, 2013, 8:30 a.m.  
KACC Conference Room

Members Present

Bradley:	Michael Hogan, Chairman	Beecher:	Nathan Schilling
Central:	Tonya Evans (8:35 am)	Grant Park:	John Palan, Vice Chairperson
Herscher:	Richard Decman	Kankakee:	Colleen Legge
Manteno:	Dawn Russert	Momence:	Phil Smith (8:34 am)
Peotone:	Dee Oliver	St. Anne:	Rick Levek

Absent: Central: Tonya Evans; Momence: Phil Smith; and, Regional Office: Gregg Murphy

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on February 14, 2013 at 8:31 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1-3. A motion was made by Ms. Legge, seconded by Ms. Russert at 8:32 a.m. to approve the consent agenda, minutes of the regular and closed December meetings, accounts payable and journal entry between KARVES and KACC and financial reports. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

4. Director's Report: Mr. Fay made a brief report highlighting the following topics:
- a. In order to meet PARA Growth models by 2016, Area Career Centers are investigating the potential to hire a firm which will assist in developing a test bank and online testing for CTE curriculum. The end product will meet Type II levels. Katrina Paddick has been very instrumental in this pursuit. The Career Centers will share the expense, which in our case, may be offset by replacing NOCTE testing. Dr. Murphy questioned whether this will have an effect on other certifications our students earn. Ms. Goodale stated this should not be an issue. Ms. Goodale also informed the members she is looking into Exam View software, in order to house our own test bank. Dr. Murphy suggested there may be a conflict as he believes to earn the Type II status; the test must be scored and normed by an outside agency. Ms. Goodale stated this is all under investigation and she will ensure the finished product will be a Type II test.
  - b. Health Insurance Premiums: Mr. Fay reported our insurance consultant informed him the Blue Cross Blue Shield rates will increase 22% for next year. Ms. Evans questioned if the rate the Career Center pays is capped in the bargaining agreement. Mr. Fay confirmed this fact.
5. KARVES Administrative Board of Control: This meeting has been moved to March 14<sup>th</sup>. Mr. Fay suggested the meeting be permanently moved to the March timeframe.

Discussion / Action Items

6. School Calendar: Mr. Fay highlighted several key dates within next year's proposed calendar. Several key dates and options were discussed. A Motion was made by Dr. Smith, seconded by Mr. Levek at 8:44 a.m. to accept the 2013-2014 FY School Calendar as presented. Motion carried by unanimous roll-call vote.

INFORMATIONAL ITEMS:

7. Principal's Report: Ms. Goodale provided the following information:
  - a. All Faculty Observations/Assessments have been completed.
  - b. Mrs. Goodale and Mr. Kelley will begin meeting with every faculty member to discuss 3 to 5-year goals for their curriculum.
  - c. SB7 Timeline: Ms. Goodale included a printed schedule in everyone's board packet.
  - d. RIF List is due to be presented March 15<sup>th</sup>, 75 days prior to last day of school. Ms. Goodale confirmed her interpretation of the law with our attorney to ensure it is 75 days, not 75 school days.
  - e. Any notification for reduction in force must be provided by April 16<sup>th</sup>.
  - f. Attendance continues to be high, with an average last month of 92%.
  - g. Preliminary Enrolment: Ms. Goodale distributed copies of this report. Dr. Smith requested clarification on number of slots each course is offered. Mr. Decman questioned trend of employment per school. Mr. Fay will have a report at the next meeting to demonstrate enrollment trends. Discussion ensued about low enrollment in the Business Entrepreneurship course. Ms. Goodale explained this particular curriculum area has earned several state and national awards over the years with SkillsUSA and last year, Junior Achievement. Students may not be recognizing the difference between a traditional business course offered at the home school as compared to an in-depth course such as ours. Mr. Hogan stated the entrepreneurial course offered at BBCHS saw a 50% decrease in enrollment next year.
8. Special Populations Report: Mr. Kelley reported on the following:
  - a. WorkKeys: 236 Students volunteered to take the 3<sup>rd</sup> WorkKeys tests to earn their Career Readiness Certificates. The test was administered early this year so the students will have the Certificate for their portfolio.
  - b. Learning Center News: WorkKeys post-tests results from the students who were tutored were provided to the Principals. Counselors will receive the information at the March Student Services Meeting. Learning Center Scholarship for first semester was awarded to Jessie Casey – Fire-Rescue student from Manteno High School.
  - c. 8<sup>th</sup> Grade Career Awareness Days: This annual event will be held April 10<sup>th</sup> and 11<sup>th</sup> at the Hilton Garden Inn. Speakers and School registrations have been confirmed. Individual student workshop selection forms will be submitted to KARVES over the next week or two.
  - d. CTE College Fair: The second College Fair will be held April 12<sup>th</sup> here at KACC. A variety of colleges, trade organizations and armed forces were invited to attend.
  - e. KARVES Advisory Committee: Mr. Kelley stated there will be a KARVES Advisory Committee Meeting on May 9<sup>th</sup>. In addition, Mr. Kelley is working

with Mr. Heid and area fire-rescue personnel to hold an advisory meeting here at KACC on March 7<sup>th</sup>.

9. Other Business: Mr. Hogan thanked Dr. Nicholson for attending this morning's meeting. Mr. Hogan also led a brief conversation about KCC's new program and their recruitment of high school students to spend part of their school day at KCC. Implications of this arrangement in regard to students attending KCC for a part of the regular school day were discussed. Ms. Evans stated Central has 4 students in this program. Dr. Murphy spoke about documents which provide guidance on this type of arrangement.

ADJOURN

There being no further business, a motion was made by Ms. Legge, seconded by Dr. Decman at 8:59 a.m. to adjourn the regular meeting of the KACC Executive Board. Motion carried by unanimous voice vote.

As Recorded By: \_\_\_\_\_  
Dawn Russert, Secretary

Attested By:

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Michael Hogan, Chairman