

Executive (KACC) Board Meeting  
Thursday, April 11, 2013, 8:30 a.m.  
KACC Conference Room

Members Present

Bradley:	Michael Hogan, Chairman	Beecher:	Tami Roskamp
Central:	Tonya Evans	Grant Park:	John Palan, Vice Chairperson
Herscher:	Richard Decman	Kankakee:	Colleen Legge
Manteno:	Dawn Russert (8:35 am)	Momence:	Phil Smith
Peotone:	Michael Nicholson	St. Anne:	Rick Levek
Reg. 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 April 11, 2013 at 8:30 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1-3. A motion was made by Dr. Decman, seconded by Mr. Levek at 8:31 a.m. to approve the consent agenda, minutes of the regular and closed March meetings, accounts payable and financial reports. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

4. Director's Report: Mr. Fay spoke on the following subjects:
- State Representative Kate Cloonen: Mr. Fay reported on Rep. Cloonen's Education Advisory Committee meeting he attended. Mr. Fay stated he did take the opportunity to inform her of the funding hardships created by reduction in State and Federal funding and the resulting detrimental effects on KACC and the home districts.
  - Dual Credit with KCC: Mr. Fay stated a meeting was held at KACC to discuss opportunities for Dual Credit for Law Enforcement Curriculum.
  - Ruder Electric: Mr. Fay updated the board on discussions held with Mr. LaRocque with Ruder Electric concerning options to expand our phone systems, cameras, etc. to enhance safety in and around the school. Mr. Fay will inform the board as to the quotes when they are received.
  - Teach Scape: Superintendent Pankey and Donovan School District Principals will come to KACC for an overview of this software.
  - Health Insurance: Mr. Fay reviewed information concerning recent health insurance renewal quotes and new opportunities to join a consortium which launched in February. Mr. Fay distributed a written report outlining his reasoning for pursuing the consortium route. Discussion was held at length. Mrs. Russert stated she thought it looked like a nice opportunity. Dr. Decman stated he will be interested to see how well it works in case it is an option for his district as well. The written Report is attached to these minutes.

Discussion / Action Items

5. House 19 Closing Scheduled: Mr. Fay stated everything seems to be on track to close on April 16<sup>th</sup> at 10:00 a.m. The only snags have been the title company requesting secondary material lien waivers in addition to the standard contractor lien waivers. We are following up on getting the information requested and will alter our internal policy for material lien waivers for the construction of House 20.
6. Student Management System Recommendations: Mr. Lucas Papineau reviewed information concerning a variety of companies being considered for conversion and implementation of new Student Management Software for KACC. Mr. Papineau explained how the unique set-up of KACC does not lend itself to a traditional *canned* software program and recommended going with PSDI to create a package designed specifically for KACC. Discussion ensued and questions were raised. The major concerns expressed were regarding what company would host the information (off-site company) and what the ramifications of the company going under might be. It was suggested Infinite Campus be looked at as well as Teacher Ease before a decision is made. Dr. Murphy and Ms. Russert expressed their concern of having a short turn-around time for completing the project and training of faculty and staff. Dr. Murphy suggested running a test class, side-by-side as he is doing with the Co-op to ensure everything goes as anticipated. Ms. Goodale spoke of the unique nature of KACC's system and the variety of information we are looking to be able to track including IEP's, certification levels, industry standards in addition to common core standards, etc. Ms. Russert asked about PSDI and how long they have been in business: Mr. Fay stated the lead programmer, David Goodale, has been in the software business for 29 years and initiated this company with 2 fellow programmers a little over a year ago. This will be their first school system. This firm will be able to provide KACC the flexibility of controlling functionality as well as update timing. A copy of the recommendation report is attached to these minutes. No action was taken on this matter. A motion was made by Dr. Smith, seconded by Mrs. Russert at 9:09 a.m. to table the grade book software purchase until the May meeting.
7. KACC School Calendar Proposed Amendment: Mr. Fay informed the board of the opportunity to join WILCO and GVAC for a workshop in August and requested a change in calendar to reflect attendance at the workshop. Ms. Legge questioned if KACC faculty was in favor of the change, to which Mr. Fay responded they are in favor. A motion was made by Dr. Palan, seconded by Dr. Decman at 9:12 a.m. to accept the amended KACC Calendar. Motion carried by unanimous voice vote.
8. Executive Board Officers for FY2014: After short discussion, a motion was made by Mrs. Russert, seconded by Mr. Levek to approve Dr. Palan as Chariman; Dr. Decman as Vice-Chairman and Ms. Evans as Secretary of the Kankakee Area Career Center Executive Committee. Motion carried by unanimous voice vote.
9. RFP Approval – Healy Bender Architects: Mr. Fay reviewed information concerning the parking lot project which is being paid for through a school improvement grant of \$50,000 with matching \$50,000 from KACC previously approved by the Executive Board. Mr. Fay stated the project will be a bit more expensive than originally thought as core samples taken showed the work performed 11 to 12 years ago was surface work only and needs to be dug out and properly replaced. Questions were raised concerning utilization of Healy-Bender. Mr. Fay spoke about a small project already undertaken

with Healy-Bender, establishing the relationship with KACC. Discussion ensued. A motion was made by Dr. Smith, seconded by Mrs. Russert at 9:32 a.m. to move forward on the project with RFP's and then work with KACC's legal counsel prior to any further architectural projects are undertaken. Motion carried by unanimous roll-call vote. Once the project is complete, Mr. Fay will interview architectural firms and complete the formal approval process for an architectural firm to work with KACC in the future, including life-safety matters and negotiate a rate schedule.

10. Intergovernmental Agreement: Mr. Fay called everyone's attention to the draft proposal for an intergovernmental agreement and eventual contract with Teach Sharp, LLC. Mr. Fay also distributed a written report of to bring everyone up-to-date on progress made over the past month. Dr. Decman questioned if this will allow for an assessment for all KACC programs, to which Mr. Fay replied, that is the goal. Dr. Decman stated he liked the idea of working together with the other career centers. Mr. Fay stated Dora Welker and Vickie Phillips from ISBE are both involved as well. Ms. Russert expressed concern about potential costs if some of the schools drop out. Mr. Fay stated this is why the contract is only a draft at this time. The final contract will spell out the costs for each school and not allow for opting out for the first 3 years to ensure the costs are fixed. Ms. Russert also questioned ownership of intellectual property due to some language in the contract. Mr. Fester, KACC legal counsel, addressed the concern and stated that while the language could be clearer, it is designed to protect Teach Sharp's intellectual property, and stated the cooperative schools will maintain the right to their information and question banks. Dr. Decman questioned if the test would be a Tier 1 or 2. Ms. Goodale stated it is a Tier 2. Dr. Murphy questioned if the assessments would be online, graded offsite and questions randomized to fulfill the Tier 2 qualifications, to which Ms. Goodale assured everyone that is exactly how it will work. Mr. Hogan questioned if the curriculum within the variety of schools will need to match. Mr. Fay stated there will be a regional set of standards and a question bank. While curriculum may differ, the base knowledge levels required will be standardized. Ms. Goodale mentioned the move away from NOCTE will save enough money to more than cover the cost of the contracted amount. Ms. Russert questioned professional development. Mr. Fay stated there will be some travel/lodging and HR expenses at first, but then some online professional development will be available as well. Ms. Russert stated she liked the fact that with a large group, breakdown of overall cost is much more affordable.

11. CBA Negotiations: Mr. Fay reported it is the intent of the Negotiating Committee to have a quick meeting immediately following this morning's board meeting.

12. Administrative Contracts: This item was moved to closed session.

#### INFORMATIONAL ITEMS:

13. Principal's Report: Ms. Goodale was called away to attend to a school matter. Written report was included in the packet.

14. Special Populations Report: Mr. Kelley is attending the 8<sup>th</sup> Grade Career Awareness program. A written report was submitted for the Committee's review.

#### CLOSED SESSION

A motion was made by Dr. Decman, seconded by Ms. Evans at 9:57 a.m. to move to a closed session to consider information regarding Employment, and Contract Negotiations, collective negotiating matters between KACC and its employees or their representatives, or deliberations concerning

salary schedules for one or more classes of employees, [5 ILCS 120/2(c)(2)]. Motion carried by unanimous roll-call vote.

REOPEN SESSION

15. Resolution for Reduction in Force of Instructor(s): A motion was made by Ms. Legge, seconded by Ms. Oliver to approve the Resolution for Reduction in Force of KACC's Business Management-Entrepreneurship Instructor. Motion carried by unanimous roll-call vote.

ADJOURN

There being no further business, a motion was made by Dr. Smith, seconded by Dr. Decman at 10:37 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