

Executive (KACC) Board Meeting  
Thursday, February 13, 2014, 8:30 a.m.  
Kankakee Area Career Center

Members Present

Grant Park:	John Palan, Chairman	Beecher:	Tami Roskamp
Bradley:	Scott Wakeley	Central:	Tonya Evans
Herscher:	Richard Decman	Kankakee:	Jeanette Kreuz
Momence:	Gary Miller	Peotone:	Steve Stein
St. Anne:	Rick Levek	Reg. Office:	Gregg Murphy

Absent: Manteno

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on February 13, 2014 at 8:30 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1-3. A motion was made by Dr. Decman, seconded by Dr. Wakeley at 8:31 a.m. to approve the consent agenda, minutes of the regular February meeting as amended in "Members Present," accounts payable and financial reports. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

4. Director's Report:
- Mr. Fay called everyone's attention to the revised KACC Calendar for the remainder of FY2014, reflecting both the snow days and make-up dates. The calendar will be disseminated to the area principals via email.
  - CTE Funding: Mr. Fay spoke about information he sent to Dr. Koch concerning CTE funding in the State of Illinois. Mr. Fay shared his thoughts about while he understands CTE is a small component of the larger picture of education; it is a vital component. He does not want to see it become an "afterthought." Mr. Fay shared the correspondence he sent Dr. Koch with Dr. Palan.

DISCUSSION/ACTION ITEMS

- Update/Review on Selection Process for Architect: Mr. Fay provided everyone present with a complete copy of the RFQ for 2 of the 5 architectural firms interviewed. Mr. Fay spoke about his reasoning for wanting to stay with Healy Bender, but also said he is comfortable if the Board determines Green and Associates. Dr. Wakeley spoke of his experience working with each of the firms. A motion was made by Mr. Levek, seconded by Dr. Wakeley at 8:37 a.m. to engage the services of Healy Bender as the architectural firm for Kankakee Area Career Center /Kankakee Area Regional Vocational System. Motion carried by unanimous roll-call vote
- FY2015 Tentative Calendar: Mr. Fay queried the members as to whether they had identified any conflicting dates. Hearing no conflicts, a motion was made by Mr. Stein, seconded by Ms. Evans at 8:41 a.m. to approve the FY2015 KACC School Calendar as Presented. Motion carried by unanimous roll call vote.
- Director's Evaluation: Dr. Palan spoke about changes in the process of completing the KACC/KARVES' Director Evaluation. The evaluation tool will be placed on Survey Monkey and emailed to the superintendents by the end of next week. Dr. Palan requested everyone to please complete the evaluation within 2 weeks of receiving the email.
- Director's Contract: This item was moved to Closed Session.

9. March KACC Board Meeting: Dr. Palan updated everyone on discussions held in the Leadership Committee about changing the March morning KACC Executive Committee Meeting to be held in conjunction/simultaneous to the KARVES Administrative Board of Control. Dr. Palan requested the members present to comment on any obstacles they foresee. Mr. Fay commented if this does not work well, the Executive Board can certainly elect to go back to holding 2 meetings on the same day. The March Executive Committee Meeting will be held at 6:00 p.m. on Thursday, March 13<sup>th</sup> at 6:00 p.m. at the Kankakee Country Club.

#### INFORMATIONAL ITEMS:

10. Principal's Report: In Ms. Goodale's absence, Mr. Fay gave a brief update highlighting the following:
  - a. Evaluations are Complete, other than a couple summative meetings to be held.
  - b. Needs Improvement: It appears there will be 1 instructor, and possible 2, who will be identified as Needs Improvement, warranting a Professional Development Plan. Dr. Decman questioned when the instructor(s) will be made aware and the seniority list disseminated. Mr. Kelley stated meetings will be next Tuesday with the list published by March 1.
  - c. Attendance for January was 97%
  - d. Projected Enrollment for FY2015: As of yesterday evening, enrollment stood at 719 students, with some schools not having finished registrations for next year as yet. The snow days have put counselors a bit behind this year. Dr. Wakeley stated BBCHS numbers were low, to which Mr. Kelley stated Ms. Parris still anticipates more students. Mr. Levek stated his numbers for KACC increased this year and Ms. Kreuz stated Kankakee is not finished with their registration as yet either. Mr. Fay shared his opinion it is difficult to have these numbers this early in the year, but decisions for staffing must be made at the March meeting. Mr. Fay anticipates having 1 to 2 instructor RIF's in March.
11. Special Populations Report: Mr. Kelley updated the members on the following items:
  - a. Learning Center: Fully engaged in Math tutoring with students.
  - b. Scholarship Award: Nick Mascolo, a Welding student from Herscher High School, is the recipient of the 1<sup>st</sup> semester Learning Center Scholarship. Mr. Kelley stated this young man has made great strides and, after reading his scholarship packet, wholeheartedly agrees the award is warranted. The funds may be used toward any post-secondary expense or equipment for entering into a trade.
  - c. Career Readiness Certificate: Students are signing up to take the 3<sup>rd</sup> test with ACT in order to earn this certification. The test will be proctored in the KACC computer lab during regular class time. Mr. Kelley will submit tests to ACT and follow up on student certificates. The career Readiness Certificates will also be shared with Career Coaches to ensure they become an artifact for their Career Portfolios.
  - d. 8<sup>th</sup> Grade Career Awareness Event: Mr. Kelley distributed copies of the Student Registration Book highlighting the local business men and women who have volunteered to participate in this year's event. Some middle schools have organized their own career-day activities so attendance has been reduced. Instead of the traditional 2-day program, the event will be a day and a half April 8 and 9, 2014 at the Hilton Garden-River Stone Convention Center.

#### CLOSED SESSION:

A motion was made by Dr. Decman, seconded by Ms. Kreuz to move to 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/(c)(2)]. Motion carried by unanimous voice vote.

#### RE-OPEN SESSION

The regular monthly meeting of the KACC and KARVES Executive Committee returned to open session at 9:20 a.m.

ADJOURN

There being no further business, a motion was made by Dr. Decman, seconded by Mr. Miller at 9:22 a.m. to adjourn the regular meeting of the KACC Executive Board. Motion carried by unanimous voice vote.

As Recorded By: \_\_\_\_\_  
Tonya Evans, Secretary

Attested By:

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John Palan, Ed.D, Chairman