

Executive (KACC) Board Meeting  
KARVES Administrative Board of Control Meeting  
Thursday, March 13, 2014  
Kankakee Country Club, 6:00 p.m.

*Members Present*

Beecher – Deb Von Alven  
Bradley – Dr. Scott Wakeley & Thomas Cooke  
Central – Tonya Evans  
Grant Park – Dr. John Palan & Mardale Ekhoﬀ  
Herscher – Dr. Richard Decman & David Ruder  
Kankakee – Jeanette Kreuz & Dana Washington  
Momence – Sandra Illum  
Peotone – Steve Stein & Richard Uthe  
Regional Office of Education – Dr. Gregg Murphy

Director – Don Fay  
Assistant Director – Bosa Goodale  
Recording Secretary – Alice Argyelan

Guests:

Garrett Harris and Jeff Anderson, Former KACC Welding Students

*Absent: Manteno and St. Anne*

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee and Kankakee Area Regional Vocational Education System (KARVES), Kankakee County, State of Illinois was called to order on March 13, 2014 at 6:00 p.m.

PUBLIC COMMENT

Mr. Fay welcomed everyone and thanked them for trying this new format of putting both boards together and combining the monthly Executive Committee Meeting with the Quarterly Administrative Board of Control Meeting. If this format works, future meetings will continue in this manner.

1. Garrett Harris and Jeff Anderson – Welding Contest, Chicago, IL: These two former KACC Welding students addressed the members, highlighting the annual Fab Tech National Competition held in Chicago. Mr. Fay informed everyone Mr. Harris accompanied him to Springfield for CTE Legislative Day and spoke to legislators on behalf of CTE. Mr. Harris explained he was one of the inaugural Grace Baptist students allowed to attend KACC. He really pushed to attend and was lucky enough to get into the welding program when another student dropped the class. Mr. Harris earned his Associates Degree in Welding and now works within his family's business. He stated Mr. Spangler was a fabulous teacher, showed him how to do more than just what the book said. Mr. Anderson also went on to attend KCC after graduation. He currently works for Depke as well as Mark Stevenson (a KCC Welding Instructor who owns a fabrication company) and has started a business of his own on the side. The skill sets learned at KACC/KCC helped their team of 3 to actually win the national fabrication contest. They even beat out students from Ferris State (nationally renowned welding program) and the Local Pipefitter's Union team. They worked very hard together practicing for the competition. There were 18 teams from across the country. Their main prize for coming in 1<sup>st</sup> place included a 3-in-1 Thermal Arc Welder along with various other prizes from sponsors like Victor Tech, ESAB and other major welding

firms. During the competition, they were given a box of tools and needed to perform MIG, TIG and Plasma welds, read and design prints. Everyone in attendance congratulated and thanked these young men for attending the meeting and sharing their story.

## CONSENT AGENDA

- 2-5. A motion was made by Mr. Ruder, seconded by Ms. Von Alven at 6:20 p.m. to approve the consent agenda, minutes of the regular and closed session KACC meetings and the regular KARVES November meeting, accounts payable and financial reports. Motion carried by unanimous voice vote.

## DIRECTOR'S REPORT

### 6. Director's Report:

- a. Mr. Fay reported on attending the IACT conference in Bloomington. He stated there was emphasis placed on:
  - i. Programs of Study.
  - ii. Reauthorization of Perkins (Federal Grant) is this coming year. It appears there will be level funding and not be rolled back to sequestration levels. Funding is always a concern.
  - iii. Overall CTE Enrollment: Many Career Centers are seeing local home school enrollments decreasing in a variety of areas. This is a concern to directors around the State as it will affect Career Center enrollment.
- b. 8<sup>th</sup> Grade Day: Mr. Fay called everyone's attention to the materials distributed highlighting the speakers who have agreed to volunteer at this year's 8<sup>th</sup> Grade Career Awareness. Everyone is encouraged and invited to stop by on April 8<sup>th</sup> or 9<sup>th</sup>.
- c. Connections Conference: On behalf of KARVES, Mr. Fay offered opportunity to attend this annual conference to member schools' CTE teachers. Some did take advantage and are attending this week.
- d. Performance Evaluation of Principal/Assistant Director and Assistant Principal/Special Populations Coordinator: Mr. Fay stated these have been completed and will be discussed later in closed session.
- e. School Calendar: At this point, the last day of school for KACC will be June 5<sup>th</sup>. 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

7. KACC/KARVES Proposed FY2015 Meeting Schedule: Mr. Fay explained the meeting schedule will continue to be the 2<sup>nd</sup> Thursday of the month, unless otherwise noted. A motion was made by Mr. Ruder, seconded by Ms. Von Alven at 6:26 p.m. to approve the KACC/KARVES Proposed FY2015 Meeting Schedule as presented. Motion carried by unanimous roll-call vote.
8. Accept Resignation of Robert Strand, Auto Technology Instructor: A motion was made by Mr. Ruder, seconded by Ms. Illum at 6:30 p.m. to accept the letter of resignation submitted by Mr. Strand. Motion carried by unanimous roll-call vote.
9. Accept Letter of Intent to Retire submitted by Michael Spangler: Mr. Fay stated the letter of intent to retire will fall under the four-year, six percent agreement. This will be the last teacher at KACC who will be under the auspices of the particular agreement. A motion was made by Mardale Ekhoft, seconded by Ms. Washington at 6:31 p.m. to accept the letter of resignation submitted by Michael Spangler to be effective the last day of school in FY2018. Motion carried by unanimous roll-call vote. Mr. Fay remarked that like Mr. Strand, this was a tough decision for Mr. Spangler. They will be hard to replace.
10. Re-hire Principal and Assistant Principal pending contract approvals for 2014-2015 Fiscal Year. This item was moved to closed session.

11. Approve Wage Increase for all non-CBA employees to match CBA FY2015 Increase. This item was moved to closed session.
12. KACC Preliminary Enrollment Report/Staffing Levels: Mr. Fay reviewed the enrollment numbers as they stand currently with 867 students. Last year, we were at 820 enrollments. Ms. Goodale stated she has shared the historical review of preliminary enrollments by individual program with the instructors as a part of their curriculum review and strategic plan. Discussions are held in regard to enrollment and retention with all instructors. Ms. Goodale expressed her appreciation to all the schools as they have done a wonderful job getting the information to KACC, especially considering all the snow days we have had this year. Submission via Excel spreadsheet has been a good change and she is looking forward to next year.
13. Accept Letter of Intent to Retire from Director Fay and Approve Director's Contract: This item was deferred to closed session.

#### INFORMATIONAL ITEMS:

14. Principal's Report: Ms. Goodale spoke on the following:
  - a. As mentioned earlier, Ms. Goodale and Mr. Kelley met with all teachers to review their f-year curriculum plans. These meetings were very beneficial and provided an opportunity to look at what equipment, books and other changes need to be made.
  - b. Type 2 Assessment Project: Work on this project continues with emphasis in Collision Repair, Health Occupations, fire and Law Enforcement and have involved CTE instructors from all around the State of Illinois.
  - c. Health Occupations-C.N.A. Training Program: Ms. Goodale stated the Illinois Department of Public Health (IDPH) has placed more restrictions to the delivery of C.N.A. training. The equipment-to-student ratios have changed in addition to Clinical Supervisor-to-student ratios.
  - d. Fire-Rescue: There have been major additions to the curriculum in this program. Following a well over a year of advisory committee meetings with local EMT, Fire and local hospitals and educators, KACC has implemented Emergency Medical Responder (EMR or 1<sup>st</sup> Responder) within the fire curriculum. Depending upon how this goes, it may be offered to some Medical Terminology-Basic Health Skills (formerly Health Occ. II) and Law Enforcement students. Both Presence St. Mary's and Riverside Hospital have agreed to work with KACC and supervise our program on alternate years.
  - e. Attendance: Was 96% for February, down from 97%.
15. Special Populations Report: Mr. Kelley updated the members on the following items:
  - a. Learning Center: Wrapping up Math tutoring. WorkKeys post testing will be done between April 2<sup>nd</sup> and 16<sup>th</sup>.
  - b. SkillsUSA: KACC is sending 30 students to compete at this year's State Competition. If the students do as well as others have in the past, we should have some qualify to compete at the national level. Ms. Goodale went through each member school noting the number of students participating. The SkillsUSA Competition, coupled with WorkKeys testing and 8<sup>th</sup> Grade Career Awareness days make for a busy first two weeks of April.

#### CLOSED SESSION:

A motion was made by Dr. Murphy, seconded by Mr. Ekhoft at 7:10 p.m. 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 Executive Committee and KARVES Administrative Board returned to open session at 7:22 p.m.

#### OPEN SESSION

16. Spaulding-Lawrence Golf Outing: Mr. Fay shared information concerning this upcoming event and encouraged everyone to please spread the word within their schools and to the Athletic Directors in

hopes of getting a team from every school. The School Challenge was won last year by the team from BBCHS.

17. Letter of Intent/Contract for Don Fay: A motion was made by Mr. Ekhoﬀ, seconded by Dr. Decman at 7:26 p.m. to accept the letter of intent to retire from Don Fay and approve the 3-year contract as discussed in closed session. Motion carried by unanimous roll-call vote.
18. Re-Hire Principal and Assistant Principal for Fiscal Year 2015: A motion was made by Mr. Ruder, seconded by Ms. Von Alven to re-hire Principal Goodale and Assistant Principal Kelley for FY2015 pending contract approvals.
19. Approve Wage Increase for all non-CBA employees: A motion was made by Mr. Ekhoﬀ, seconded by Ms. Von Alven at 7:28 p.m. to approve a wage increase for all non-CBA employees to match the CBA FY2015 increase. Motion carried by unanimous roll-call vote.
20. Resolution for Reduction in Force of Instructor(s): A motion was made by Ms. Von Alven, seconded by Ms. Kreuz to approve the Resolution for Reduction in Force of two instructors as discussed in closed session. Motion carried by unanimous roll-call vote.

#### ADJOURN

There being no further business, a motion was made by Mr. Ruder, seconded by Ms. Von Alven at 7:28 p.m. to adjourn the regular meeting of the KACC Executive Board and KARVES Administrative Board of Control. Motion carried by unanimous voice vote.

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

Attested By:

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John Palan, Ed.D, Chairman