

Executive (KACC) Board Meeting  
Thursday, August 15, 8:30 a.m.  
Kankakee Area Career Center

Members Present

Grant Park:	John Palan, Chairman	Beecher:	Tami Roskamp
Bradley:	Scott Wakeley	Central:	Tonya Evans
Kankakee:	Jeanette Kreuz	Momence:	Shannon Anderson (8:45am)
Peotone:	Steve Stein	St. Anne:	Rick Levek
Reg. Office:	Gregg Murphy		

Absent: Richard Decman, Herscher; Lisa Harrod, Manteno;

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on August 15, 2013 at 8:30 a.m.

PUBLIC COMMENT

Superintendent Stein was welcomed to his first KACC Executive Committee. Mr. Stein made some brief remarks about his professional work history as well as the various ties he has to Peotone and the area in general.

CONSENT AGENDA

- 1-3. A motion was made by Dr. Wakeley, seconded by Mr. Levek at 8:33 a.m. to approve the consent agenda, minutes of the regular and closed July 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:
- ROE Kick-off: Mr. Fay expressed his thanks to Dr. Murphy for an informative meeting to kick-off the school year.
  - Kankakee Community College: Mr. Fay updated everyone on a recent meeting with KCC representatives. Effort is being made to reinforce dual credit and discuss potential for additional partnerships in manufacturing and culinary arts. Mr. Fay will keep everyone apprised of what transpires and commented on KCC's willingness to work together with KACC.
  - Welding Program Expansion: Mr. Fay met with Shane Holohan of Holohan Heating and Sheet Metal, to inquire about the potential and costs involved in expanding the current welding lab. Enrollment has gone from 45 students 2 years ago to 75 students this year. Mr. Fay foresees the need to add ventilation and new welding booths if at all possible. Mr. Fay will share the cost estimate when available.
  - Teacher In-service: Mr. Fay had several positive remarks on a meeting held yesterday at Local 150 Operator's building for KACC, GVAC and WILCO faculty.
  - First Day of KACC: August 20<sup>th</sup> will be the first day of classes offered at KACC.

DISCUSSION/ACTION ITEMS

- 5-6. Approve Midwest Transit Annual Bus Lease and Annual Contract with Cardinal Bus for 2 days per week for Fiscal 2014: Mr. Fay reported on both agreements involving the transportation of KACC students to their on-site work environments. The Midwest Transit bus will be utilized for Construction and Health Occupations Clinical Students to Manteno Veteran's Home. The Cardinal Bus, including driver, will be utilized when Construction and Health Occupations both require transportation on the same days. This typically occurs on Tuesdays and Thursdays, September to April. A motion was made by Mr. Levek, seconded by Mr. Wakeley at 8:55 a.m. to approve the Annual Midwest Transit Bus Lease

and Annual contract with Cardinal Bus for Fiscal Year 2014. Motion carried by unanimous roll-call vote.

7. Approve Collective Bargaining Agreement: Dr. Palan informed the board there have been no changes made to the agreement since this item was discussed during the last meeting. A motion was made by Mr. Levek, seconded by Ms. Evans at 8:38 a.m. to approve the Collective Bargaining Agreement as presented. Motion carried by unanimous roll-call vote. Dr. Palan took a moment to express his appreciation to Doug Enz and his KACC team as well as Ms. Evans and Dr. Decman for working so well together to come to a mutual agreement.
8. Approve Reclassification of Jeffrey Stone to Maintenance/Custodial Supervisor: Mr. Fay informed the Board of the employment history of Mr. Stone. Mr. Stone has provided excellent service as an Automotive Tech Teacher Aide, and then this summer, filled in for our former Head Custodian during his illness. Mr. Fay shared his confidence in Mr. Stone's ability, stating he will be a valuable asset in this new position. A Motion was made by Mr. Stein, seconded by Ms. Evans at 8:39 a.m. to approve the reclassification of Jeffrey Stone to Maintenance/Custodial Supervisor. Motion carried by unanimous roll-call vote.
9. Approve Hire of Auto Technology Teacher's Aide: In regard to the previous motion, Mr. Fay reported a former substitute and licensed instructor, Thomas Gullickson is willing to return to KACC as the Auto Technology Teacher's Aide. A Motion was made by Dr. Roskamp, seconded by Mr. Levek at 8:40 a.m. to approve hiring Thomas Gullickson as an Auto Technology Teacher's Aide. Motion carried by unanimous roll-call vote.
10. Approve Administrative Salaries for FY2014: This item was moved to closed session.
11. Approve Support Staff Wage for FY2014: This item was moved to closed session
- 12-13. KACC and KARVES Budgets – First Reading: Mr. Fay reviewed both budgets, focusing on the various fund balances, projected revenue and expense amounts for FY2014 and how they relate to the past 3 years. Mr. Fay identified trends in both State and Federal revenues, changes in transportation funding and the goals of maintaining 6 months of expenses in carry-over balance to be properly prepared for future late payments from the State. Dr. Murphy questioned the effect of moving funds to transportation and how it will affect next year's budget. Mr. Fay explained how this has been compensated for in planning for next year. Dr. Palan spoke of the process of putting the budget together with Leadership meetings with Executive Officers, Mr. Fay and Mr. Gesell. A motion was made by Dr. Murphy, seconded by Ms. Kreuz at 8:55 a.m. to approve the first reading of the KACC and KARVES Budgets and place them on public display. Motion carried by unanimous roll-call vote.

#### INFORMATIONAL ITEMS:

14. Principal's Report: Ms. Goodale welcomed everyone and wished everyone well for a good start to the school year prior to reporting on the following:
  - a. 2013-2014 Professional Development Plan: Ms. Goodale distributed a report outlining both the schedule and topics to be covered in upcoming teacher training programs. Ms. Goodale highlighted the fact the Infinite Campus training opportunities will be especially beneficial as KACC has just converted the SIS program to this new software. Ms. Goodale anticipates faculty and administration will welcome the myriad options, especially for reporting. Ms. Goodale stated over 90% of teachers took time to come and attend a voluntary training session on August 9<sup>th</sup>.
  - b. Professional Development Plan: Ms. Goodale distributed a schedule of After School Workshops for the entire school year. Half the workshops will focus on the various Domains of the Charlotte Danielson performance review system. KACC has been utilizing TeachScape software. This particular fiscal year will be heavy in regard to performance appraisals as the bulk of our tenured teachers will be this year.

- c. Ms. Goodale reported she has also prepared the following for this year:
  - i. KACC School Calendar with meetings, early dismissals for all area high schools, etc.
  - ii. Faculty Evaluation Schedule
  - iii. Class Visit Dates
  - iv. Individual Program/Curriculum meeting dates

**CLOSED SESSION:**

A motion was made by Ms. Evans, seconded by Mr. Levek at 9:01 a.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 meeting of the Kankakee Area Career Center Executive Committee reconvened in open session on Thursday, August 15, 2013 at 9:24 a.m.

- 15. Approve Administrative Salaries for FY2014: A motion was made by Dr. Wakeley, seconded by Mr. Levek at 9:25 a.m. to approve the Administrative Salaries as presented. Motion carried by unanimous roll-call vote.
- 16. Approve Support Staff Wage for FY 2014: A motion was made by Dr. Roskamp, seconded by Mr. Stein at 9:26 a.m. to approve a three (3) percent wage increase for the support staff working at the Kankakee Area Career Center for the 2014 fiscal year. Motion carried by unanimous roll-call vote.

**ADJOURN**

There being no further business, a motion was made by Mr. Levek, seconded by Mr. Stein at 9:27 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