

Executive (KACC) Board Meeting  
Thursday, September 12, 2013, 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
Manteno:	Lisa Harrod	Momence:	Gary Miller
Peotone:	Steve Stein	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 September 12, 2013 at 8:30 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1-3. Following a brief update provided by Mr. Fay as to the finances of the Kankakee Area Career Center, a motion was made by Dr. Decman, seconded by Mr. Levek at 8:33 a.m. to approve the consent agenda, minutes of the regular and closed August 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:
- Fire-Rescue Program: Mr. Fay spoke about a meeting between KACC, Mr. Strothers from Kankakee High School and Mike Casagrande from Kankakee City Fire District. It was decided to work together to create a video and presentations to be made to freshman and sophomore students at Kankakee High School. Mr. Levek questioned current enrollment in Fire class, to which Ms. Goodale reported 47 students.
  - Director's Schedule: Mr. Fay mentioned a variety of meetings he attended and informed the board he will be at Jury Duty September 16<sup>th</sup>, and attend a conference in Peoria, Illinois at the end of September.
  - Weather Related Closings: Mr. Fay informed the board on the ramifications on the recent school closings in regard to the Health Occupations fingerprinting. The fingerprinting was mandatory. All but 8 students were able to make it to the Career Center to be fingerprinted. Dr. Wakeley questioned whether schools were informed of the missing students. Ms. Goodale reported they have been and were given information on how to get the fingerprinting done by a local vendor. These must be completed by Friday or they will be ineligible to continue in Health Occupations I. Dr. Palan complimented the students, stating it is "very impressive" to see these students make the effort to show up at KACC on a day where their home school was not in session. Everyone concurred.

DISCUSSION/ACTION ITEMS

5. Reschedule October, 2013 Executive Board Meeting: In order not to conflict with the upcoming IASA meeting, a motion was made by Dr. Murphy, seconded by Mr. Stein at 8:34 a.m. to move the October Meeting of the Kankakee Area Career Center Executive Board to Thursday, October 17<sup>th</sup>. Motion was approved by voice vote.

6. Review and Approve First Reading of Press Policies: Following a brief update on the changes/updates on the policies received by the Press Service, a motion was made by Mr. Levek, seconded by Ms. Harrod at 8:42 a.m. to approve the first reading of the Press Policies. Motion carried by unanimous roll-call vote. The 5 policies will be brought back to the October 17, 2013 meeting for second reading.

#### INFORMATIONAL ITEMS:

7. Principal's Report: Ms. Goodale welcomed everyone and thanked them for attending this morning followed by a brief update concerning KACC enrollment. Specifically, KACC student enrollment is at a record high with 824 students. Dr. Decman questioned what Ms. Goodale attributes the increase to. Ms. Goodale stated some schools were up and others down, but if it had not been for KHS doubling their enrollment here, enrollment would have been remained similar or down from last year. Mr. Levek questioned Dr. Kreuz as to why their enrollment at KACC increased. Dr. Kreuz stated she believed it was the change in Principal combined with increased communication of the other educational opportunities available to their juniors and seniors. Dr. Decman questioned KACC's enrollment capacity and whether or not we are close to being at capacity. Mr. Fay explained there are some curricula areas which are certainly at capacity, and others which are not so it the number is extremely dependent on the individual program. Mr. Fay also explained the per slot numbers vary, which opens capacity in slot 2, but not much in slots 1 or 3 (close to 300 in #1, 240 in #2, close to 300 in #3). Dr. Decman requested Ms. Goodale prepare a per-curriculum/per-slot capacity report to be presented at the next meeting. Ms. Goodale will follow up on this.
8. Special Populations Report: Mr. Kelley updated the members on the following items:
  - a. Student Services: First meeting of the year was this week. Mr. Kelley thanked everyone for allowing and encouraging their school counselors to attend.
  - b. Student Management System: The IEP, 504 and F/R lunch information is being inputted into the SIS management system so instructors will know the needs and accommodations your students require. All this information is kept under lock. Mr. Kelley also meets with individual instructors to review the IEP's/504's.
  - c. Outreach Tutor Program: Mr. Kelley shared the notion this program may not be continued next year. This program, funded by KARVES, is utilized by 4 of our 10 member schools. Mr. Kelley will visit the 4 schools to communicate the direction with the tutors. Mr. Kelley will investigate other options for a more equitable support program for all member schools.
  - d. WorkKeys: Mr. Kelley stated the pretesting of 824 students is wrapping up, hopefully this coming week. Once scores are in, students will be identified for tutoring services in our Learning Center. Superintendents, Principals and Counselors will be provided scores and names of students in Learning Center for Math and/or Reading.
  - e. Sophomore Day: Mr. Kelley reported this event will be held on Tuesday, October 29<sup>th</sup>. This is a great opportunity for schools to bring their sophomores to view up to 3 program demonstrations. (To date, we have 620 student reservations).
  - f. Counselor's Day: Mr. Kelley stated he and Ms. Goodale will present a Counselor's Day program on December 3<sup>rd</sup>, which will include lunch with our program instructors.
  - g. Career Coaches: Mr. Kelley reported the KACC Career Coaches will return to KACC and begin working with students, primarily seniors, to work on resumes, letters or reference and professional portfolios.

#### CLOSED SESSION:

A motion was made by Dr. Decman, seconded by Mr. Levek at 8:51 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, September 12, 2013 at 9:04 a.m.

ADJOURN

There being no further business, a motion was made by Dr. Decman, seconded by Mr. Levek at 9:05 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