

Executive (KACC) Board Meeting
Thursday, December 11, 2014, 8:30 a.m.
Kankakee Area Career Center

Members Present

Beecher:	Jeffrey McCartney	Bradley:	Scott Wakeley
Central:	Tonya Evans	Grant Park:	John Palan, Chairman
Herscher:	Richard Decman	Kankakee:	Genevra Walters
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 December 11, 2014 at 8:38 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

1-3) A motion was made by Dr. Decman, seconded by Mr. Stein at 8:39 a.m. to approve the consent agenda, minutes of the combined KARVES Administrative Board of Control and KACC Executive Committee Meeting, accounts payable and finance reports. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

4. Director's Report:

- a. Counselors' Day: Mr. Fay expressed his appreciation to the Board and their Principals for allowing the area counselors to attend the recent Counselor's Day. Part of the meeting time was utilized for a guided tour of KACC. Counselors were given an opportunity to see students actively engaged in their curriculum area.
- b. KACC Holiday Schedule: Mr. Fay informed the Board KACC will be closed December 24, 25 and December 31st and January 1st. The remaining days over Winter Break will be regular work days. Some construction projects ~ fire doors and bathroom renovation ~ will be done while school is out of session.

DISCUSSION/ACTION ITEMS

5. ISBE CTE Technical Assistance Visit Report: The written report Mr. Fay received from ISBE's Principal CTE Consultant, Brian Houser, was reviewed, highlighting the few recommendations received. Dr. Palan questioned if there is a need for formal follow up. Mr. Fay stated there is not, but the recommendations will be taken into consideration and implemented. Dr. Palan congratulated Mr. Fay and his team for the positive nature of the report.
6. Proposed School Calendar for Fiscal Year 2015-2016: Mr. Fay informed the Board of the proposed calendar initially fashioned from BBCHS' calendar. Mr. Levek questioned Dr. Wakeley as to the thought process for Spring Break. Dr. Wakeley explained BBCHS has decided the last full week of March will be the constant for Spring Break. This, they believe, is helpful to families trying to plan ahead prior to official school calendars being published. Both Mr. Stein and Dr. Palan stated they will have their TI's on the 17th and 18th and first day with students being August 19th. Several other schools, are having their TI's on the 14th and 17th, beginning students on August 18th. Mr. Fay expressed his appreciation for having students start date close to KACC's. There have been years where a full week or more has gone by before all the schools are in attendance. Mr. Fay asked everyone to please email him if

there are specific questions or concerns with the calendar. Mr. Levek questioned the fact there is no TI in January following Winter Break. Dr. Wakeley and Mr. Fay both concurred they are going straight back after winter break to student attendance and holding a TI later in February.

7. Health Occupations Related Courses for FY2016: Mr. Fay updated the Board of potential changes involving both BBCHS and Kankakee which may significantly impact on our C.N.A. Training Program and staffing needs. Dr. Walters stated she will be having a meeting Friday and will let Mr. Fay know what transpires as soon as she can. Mr. Fay mentioned the IDPH limitations (8 students per clinical supervisor and 15 Students per theory instructor in Lab) which greatly impact our class sizes. Mr. Fay stated his goal is to not have to tell students “no,” they cannot attend. C.N.A. Instructors and Clinical Supervisors are both hard to find and hard to retain due to the nature of their industry.
8. Listing House #20 on MLS Market with local Realtor. After discussion concerning the sale of house #20 and purchase of additional lots for future builds, a motion was made by Dr. Wakeley, seconded by Ms. Harrod at 8:55 a.m. authorizing Mr. Fay to engage the services of Lisa Sanford, Realtor with Speckman Realty, for the sale of House #20. Motion carried by unanimous roll-call vote.
9. Student Health Issue: Mr. Fay solicited opinions from the Board concerning the recent case of whopping cough which arose over the Thanksgiving holiday weekend. Everyone agreed, disseminating the information via email to the Superintendents worked fine and is adequate.

INFORMATIONAL ITEMS:

10. Principal’s Report: Matt Kelley presented Ms. Goodale’s report in her absence.
 - a. Principal’s Meeting: Major topic of this meeting was the KACC grading scale. It appears the majority of those present are in favor of changing the grading scale. Mr. Kelley stated this topic will be brought back to the January meeting, after which, it will go to the KACC Executive Committee for final approval.
 - b. Parent-Teacher Conference: November 20 and 25th were the days KACC was open in the evenings for Parent-Teacher Conferences. While not highly attended, Mr. Kelley stated those who did attend were complimentary and appreciative of KACC and the curriculum provided their children. The Parent Survey statistics are included in the packet.
 - c. Technology Meeting: Mr. Kelley reported on discussions from this meeting surrounding the reduction/elimination of paper utilized in the classrooms. Mr. Kelley stated programs such as Edmodo, Backpack and Blackboard are being considered. KACC’s Computer Tech II instructor is currently utilizing Edmodo. During the last workshop in Springfield Mr. Kelley attended, Mr. Papineau was able to monitor the work his students were doing from Springfield. Even though there was a substitute at KACC in the room, Mr. Papineau was able to interact and ensure students were on task.
 - d. Counselor Day: Mr. Kelley mentioned the KACC instructors speaking with counselors about the stackable credentials available through KACC. There was good information provided to the counselors during this meeting. Mr. Kelley thanked everyone for allowing their counselors to attend.
 - e. Discipline: Mr. Kelley called attention to the report stating there were 14 referrals for the month of November. In almost all circumstances, KACC Administration is able to work with the students in an admirable fashion and move forward following a referral.
11. Special Populations:
 - a. WorkKeys: First semester tutoring wrapped up and students are taking their WorkKeys Post-Tests. Mr. Kelley will disseminate the results when they are received. Traditionally, students show significant progress.
 - b. Learning Center Scholarship: Students interested in the scholarship are currently in the process of preparing their essays and garnering recommendations from a teacher and their Learning Center tutor. A scholarship in the amount of \$250 is awarded each semester and presented at the year-end Recognition Program.

- c. 8th Grade Career Awareness: This two-day event will be held on March 24th and 25th. Speakers are currently being contacted/confirmed. Mr. Kelley stated his new Special Populations Assistant, Teresa Cailteux is working on this program with some guidance from Ms. Argyelan.

OTHER BUSINESS

None

ADJOURN

There being no further business, a motion was made by Dr. Decman, seconded by Dr. Wakeley at 9:05 a.m. to adjourn the regular meeting of the KACC Executive Board. Motion carried by unanimous roll-call vote.

As Recorded By: _____
Tonya Evans, Secretary

Attested By:

John Palan, Chairman