

Executive (KACC) Board Meeting
Thursday, February 12, 2015, 8:30 a.m.
Kankakee Area Career Center

Members Present

Central:	Tonya Evans	Grant Park:	John Palan, Chairman
Herscher:	Richard Decman	Manteno:	Lisa Harrod
Momence:	Gary Miller	Peotone:	Steve Stein
St. Anne:	Rick Levek	Reg. Office:	Gregg Murphy

Absent: Beecher, Bradley-Bourbonnais, Kankakee

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on February 12, 2015 at 8:31 a.m.

PUBLIC COMMENT

Mr. Fay called everyone's attention to the fact of February being National CTE Month. In addition, a Resolution was prepared and will be presented to the Illinois Congress by our local State Rep as well as a letter to the editor of local papers which Mr. Fay hopes will be published soon. Samples of these documents were disseminated.

CONSENT AGENDA

1-5) A motion was made by Dr. Decman, seconded by Ms. Harrod at 8:32 a.m. to approve the consent agenda, minutes of the January KACC Executive Committee Meeting, accounts payable, finance reports and, accept the resignations of Matthew Fruehling and Quteta Rodgers, R.N. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

6. Director's Report:

- a. STEM Program: Mr. Fay spoke briefly about a meeting he attended on January 21st concerning the promotion of STEM education to middle school and elementary age girls. KCC is taking the lead on this effort. The program will encompass 8 days, with 1-day sessions on a variety of occupations. Mr. Stein questioned whether students outside of Kankakee County might be included. Dr. Murphy mentioned there are only 19 spots, limiting the opportunity to open up to additional non-KCC areas. Mr. Stein stated this program sounds like a great idea. Ms. Harrod stated the program has lots of potential. KACC's law enforcement instructor has expressed interest in teaching criminal scene/forensics.
- b. CHEE (Coalition for Hope and Excellence in Education): Mr. Fay mentioned he will be attending a meeting this afternoon. CHEE is attempting to improve graduation rates, focusing initially on District 111. The potential for better economic development due to a better educated and skilled workforce is also in the overall goal. CHEE is looking to recruit 150 mentors for students at District 111 to help in myriad ways with both school and life skills.
- c. Type II Assessments: Mr. Fay informed the Committee he had a phone conference on this subject. Construction Technology and Medical Terminology will be worked on this year. The C.N.A. Training program Type II assessment test results will be available soon.
- d. KACC House: Mr. Fay reported he did meet with realtor, Lisa Sanford, earlier this week. At first glance, it appears KACC may be able to list the house around \$230,000. The Executive Leadership team spoke about the potential for utilizing the sale proceeds to purchase lots to be built in future years, possibly 3 to 5 lots. Discussion ensued regarding the potential sales price, plans for purchasing lots, etc. Dr. Palan informed the Committee this item will be placed on the

March agenda for discussion and potential action. In the past, Dr. Palan explained, the Executive Committee gave Mr. Fay some flexibility and latitude to investigate and make a purchase offer within certain parameters. Mr. Stein questioned covenant restrictions requiring KACC to build a house within a certain timeframe. Mr. Fay stated this has never been an issue in the Village and commented the Village of Bourbonnais has always been wonderful and cooperative in working with KACC.

- e. School Signage: Mr. Fay informed everyone of discussions held with a representative of Friendly Signs to investigate the cost of electronic signage. While expensive, the signs are made in the State of Illinois. Another company serving the signage needs of our community is a bit less expensive, but Friendly Signs has replaced 10 signs which did not last much more than 2 years. Dr. Murphy questioned the potential to obtain a sponsor for the sign. He specifically recommended reaching out to organizations like IBEW, who would not be likely to be solicited from KACC's member schools. Mr. Fay will follow up and look at options for vendors and sponsors like IBEW.

DISCUSSION/ACTION ITEMS

7. Faculty Recruitment Update

- a. Automotive Technology: Mr. Fay reported there have been 4 interviews thus far with one more scheduled this week. While some may be a good fit for KACC, meeting salary requirements of applicants is a challenge. Many qualified applicants are making \$60,000 to \$65,000/year. Mr. Fay hopes the benefit of working 180 days vs. 230 days per year may help. In the meantime, KACC's retired automotive instructor has returned days per week.
- b. Medical Terminology/C.N.A. Program: Advertisements for this position opening have recently been placed in local newspapers, Ed Job Bank, etc. Ms. Rodgers is retiring at the end of this school year. Meeting applicants' salary needs is challenging in this occupational area as well.

- 8. Director's Evaluation: Dr. Palan gave a brief overview of the evaluation procedure utilized last school year. Everyone agreed this was a smooth process. A Survey Monkey link will be submitted to everyone in the next week. Dr. Palan stated his intention of having this process completed by the March meeting.

- 9. CBA FY 2015 Contract Negotiations Committee: This issue was deferred until closed session.

INFORMATIONAL ITEMS:

10. Principal's Report: Ms. Goodale reported on the following:

- a. Preliminary Enrollment for KACC FY2016: Ms. Goodale distributed copies of the most up-to-date information on this topic. Historically, by August, 2015, the numbers will decrease by approximately 100 students. Ms. Goodale highlighted challenges to meeting the demands in C.N.A. Training Program due to IDPH teacher/student ratios for Lab activities (1/15) and Clinical Setting (1/8) in addition to equipment ratios on number of beds, night stands, etc. Ms. Goodale complimented BBCHS and their counseling staff on always being so helpful in their attempt to schedule students between the 3 timeslots to aide in accepting the most students possible. Dr. Decman questioned KACC's procedures and whether they include maximum number of allowable students per class. Discussion ensued. Ms. Goodale explained some variables. Dr. Murphy questioned the Welding numbers, to which Ms. Goodale confirmed yes, KACC is in need to expanding our physical plant top add additional welding booths to accommodate the continued increase in students. Dr. Decman reiterated his belief that continued growth is a great problem and stated maybe this group might need to do some planning to accommodate growth if enrollment continues to increase. Dr. Palan complimented Ms. Goodale and KACC on the continued growth in student enrollment, all while many member schools are experiencing stagnant and sometimes a decline in student growth. Mr. Fay mentioned the potential to pre-test incoming C.N.A. students with our new Type II assessment to help discern the potential for student success in the program numbers warrant. Mr. Levek questioned Mr. Enz whether the educational environment has suffered in his largest class of 34 students. Mr. Enz stated it has not. While the educational environment is still great, there are challenges, especially

with trying to complete the finish work in House #20. Placing 34 students in any home, let alone one being worked on can be difficult, i.e. hands on walls which were just painted. Ms. Goodale complimented the construction program instructors in being very creative in approaching their instruction this year, sometimes, holding students back in the workshop to learn skills while other students are working at the house. Mr. Enz shared his opinion he wants to see consideration to not allowing students to return for 2nd year of construction technology if they earn a “D” or less, opening a slot to a potentially good student as a junior.

- b. Attendance: Ms. Goodale reported average attendance for January was 97%.
- c. Teacher Observations: Ms. Goodale reported almost all observations are complete. Work will begin on summative completions shortly. Tenure and non-tenured instructors have undergone announced, unannounced and walkthrough observations this year.
- d. Ms. Goodale reported on a recent workshop for administering PERA. While sometimes taxing, she stated KACC is on track and in some cases ahead of mandatory implementation dates.
- e. Dual Credit: Ms. Goodale informed the Committee that KCC and JJC dual credit programs are going along well. Ms. Goodale updated everyone as to effort being made with Prairie State requesting they allow their geographically aligned students attending KACC to receive their dual credit through KCC for a more uniform dual credit process. JJC operates under this system already.
- f. Student Discipline: Mr. Levek questioned Ms. Goodale on how student discipline is handled in regard to consultation with the student’s home school. For minor infractions of school policy, she will handle issues at KACC with no school involvement. Anything of a serious nature, she contacts the Principal to discuss facts of the event and work together on the consequence. The most difficult issues arise, she explained, when students from multiple schools are involved, resulting in a disparity in the severity of the consequence. Overall, she has not had any major problems dealing with discipline and member school principals. Dr. Palan questioned whether or not KACC provides the option for a student to request a hearing. Mr. Fay assured him we do and further explained he contacts our attorney for anything of a serious nature.

11. Special Populations: Mr. Kelley provided the following information:

- a. WorkKeys: Post-Test results were disseminated to school principals and counselors.
- b. Student Services Committee met at KACC this past Tuesday.
- c. Mr. Kelley attended BBCHS’s 9th Grade Showcase to welcome incoming freshman for next year. Mr. Kelley said this was a very nice event and he, along with KACC were well received.
- d. 8th Grade Day: Mr. Kelley once again stated this program will be held March 24th and 25th at the Hilton River Stone Convention Center in Kankakee and encouraged everyone to please take a few minutes stop by the event to see first-hand the benefits for community 8th graders.
- e. WorkKeys NCRC: Mr. Kelley stated the 3rd WorkKeys test will be administered the last week of February. The test will be done online here at KACC.

Mr. Stein questioned Mr. Kelley if the Jr. High principals are aware of the 8th grade day. Mr. Kelley stated yes, invitations were sent to all schools in the KARVES district and I-Kan districts. Mr. Kelley stated he has met with members of the business panel, which all 8th graders will have the benefit of attending, plus an additional 2 break-out sessions in a career area of their choice. Actual event tickets for each and every student listing their schedule for the event.

CLOSED SESSION:

A motion as made by Dr. Decman, seconded by Mr. Stein at 9:09 a.m. to move to a 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 120/2(c)(2)]. Motion carried by unanimous roll-call vote.

REOPEN SESSION:

A motion was made by Mr. Stein, seconded by Dr. Palan at 9:23 a.m. to approve the recommended Negotiations Team for the upcoming contract negotiations, the Team being comprised of Tonya Evans, Lisa Harrod and Dr. Scott Wakeley. Motion carried by unanimous roll call vote.

ADJOURN

There being no further business, a motion was made by Dr. Murphy, seconded by Mr. Miller at 9:23 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