

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

Members Present

Beecher:	Jeffrey McCartney	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		

Absent: Bradley

Guest: Rick Blanchette, C.P.A.

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on September 11, 2014 at 8:32 a.m.

PUBLIC COMMENT

Mr. Fay presented a recent article from *The Daily Journal* Op-Ed section highlighting the recent Parade of Homes. The article featured a picture and accompanying information about KACC's Construction Technology program and its value to the community.

CONSENT AGENDA

1-4. A motion was made by Dr. Decman, seconded by Mr. Levek at 8:33 a.m. to approve the consent agenda, minutes of the Combined KARVES/KACC August Meeting, accounts payable, and hire of Jennifer Newstat, part-time Cosmetology Instructor. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

5. Director's Report:

- a. Mr. Fay reported on the two days of new Superintendent Welcome/Orientation programs held this week. Mr. Fay offered the same to those who were unavailable.
- b. KACC Operational Update: Mr. Fay spoke of the beginning of the school year being hectic, yes, but, all things considered, going very well. To date we have:
 - i. Initiated and implemented ongoing mentoring/training for 3 new instructors, with the 4th having been approved earlier at this meeting.
 - ii. Provided coverage for our Welding Instructor who is on leave. Mr. Fay spoke of the temporary teacher of record and the outreach within the welding community for additional assistance, including a former student who has 5 years of welding experience, helping the program maintain its high standards of excellence. Questions arose by members concerning outreach to Nucor Steel, etc. Mr. Fay stated he has spoken with Nucor, Peddinghaus, and members of AWS and Ironworkers in addition to advertisements in the paper. Recently, Mr. Fay was told there are currently 250,000 unfilled welding positions in the US.
 - iii. Ms. Goodale remains on a part-time medical leave; working 2 days per week. She hopes to return to full time in the very near future.

DISCUSSION/ACTION ITEMS

6. Preliminary Presentation of FY2014 Audit Report – KARVES and KACC: Mr. Rick Blanchette, C.P.A. from Russell Leigh & Associates to review both the KARVES and KACC Audit reports. Mr. Blanchette reviewed the full audit for each entity; noting revenue, income sources and expenses for each

fund. Mr. Blanchette highlighted detail of income and disbursements by function category, by individual fund category. In summary, Mr. Blanchette stated he was not surprised to find all accounts to be in balance and everything looking to be in fine order. A motion was made by Mr. Levek, seconded by Dr. Decman at 8:49 a.m. to accept and approve the audits of both KARVES and KACC as presented. Motion carried by unanimous roll-call vote. The audit report will be re-presented to the full KARVES Administrative Board of Control at the November 13, 2014 meeting to be held at the Kankakee Country Club at 6:00 p.m.

7. PRESS Policy Presentation for First Reading: A motion was made by Mr. Stein, seconded by Ms. Harrod at 8:50 a.m. to approve the PRESS policies as presented for first reading. Motion carried by unanimous voice vote. These policies will be brought back to the October 9th meeting for final approval.
8. PRESS Policies Eligible for 5-Year Review: Following brief discussion, a motion was made by Mr. Levek, seconded by Mr. McCartney at 8:51 a.m. to maintain the policies presented without edit/update at this time. Motion carried by unanimous voice vote.

INFORMATIONAL ITEMS:

9. Special Populations Report:
 - a. Mr. Kelley extended his thanks to the Superintendents, Principals and Counselors for sending such a great group of students to KACC. Mr. Kelley stated this year in particular we have "Top-Notch" students which "Makes my job easier."
 - b. Student Special Population Information: Mr. Kelley stated the counselors have been extremely helpful in garnering all the special populations information for KACC. We have been receiving IEP's, 504's and Free-Reduced lunch information. Mr. Kelley stated he is grateful for the cooperation he has received.
 - c. Student Services: The first meeting for FY2015 will be Tuesday, September 16th. Mr. Kelley noted the remaining dates are in his written report and hopes all counselors will be encouraged to attend these meetings.
 - d. Outreach Tutors: Mr. Kelley stated several schools will once again be taking advantage of this program. Mr. Kelley will be meeting with the Outreach tutors on an individual basis.
 - e. ACT WorkKeys Assessments: Mr. Kelley stated only the juniors and new incoming seniors will be given the WorkKeys Assessment. Returning seniors will only be given the test if they did not score at a previously set level.
 - f. Sophomore Day: Mr. Kelley informed the Board this event will be held on Tuesday, October 21st. As in previous years, sophomores will be allowed an opportunity to pre-select 3 curriculum demonstrations to attend. The traditional KACC students will not be in attendance on that date.
 - g. Career Coach Program: Mr. Kelley stated this program will once again resume here at KACC in the next couple of weeks. Mr. Kelley reported he shared some examples of portfolios created last year with the new superintendents, who seemed to agree they were of fine caliber.
 - h. Construction Expo for Educators: Mr. Kelley provided information concerning this upcoming event in hopes of having it shared back in the district.
 - i. Ms. Goodale mentioned other activities in which she has been engaged over the past month including the strategic planning process, attending I-Kan meeting, and interviewing for new positions.

OTHER BUSINESS

Mr. Fay mentioned the fact of receiving parent calls, normally fielded by Ms. Goodale, concerning program costs and fees. Many question whether they owe anything since they pay a KACC fee at registration at the home school district and others, want fees reduced or waived due to financial constraints. Mr. Fay informed the Board he has explained to parents we do not waive or reduce fees here at KACC. One reason for this is the fact we serve 16 high schools. If we waive fees and have to cover those expenses another way, 15 other schools will be covering the costs for a student not enrolled in their district

ADJOURN

There being no further business, a motion was made by Dr. Decman, seconded by Ms. Harrod at 8:56 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:

John Palan, Chairman