

Executive (KACC) Board Meeting
Thursday, February 11, 2016
Kankakee Area Career Center

Members Present

Bradley:	Scott Wakeley	Central:	Tonya Evans
Grant Park:	John Palan, Chairman	Herscher:	Richard Decman
Manteno:	Lisa Harrod	Momence:	Gary Miller
Peotone:	Steve Stein (8:35 am)	St. Anne:	Rick Levek
Reg. Office:	Gregg Murphy		

Absent: Beecher and Kankakee

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on February 11, 2016 at 8:34 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

1-4) A motion was made by Dr. Wakeley, seconded by Mr. Miller at 8:35 a.m. to approve the Consent Agenda, including minutes from the January Regular and Closed Session of the KACC Executive Committee, accounts payable, financial reports, and approve the hire of Jamie Posing for the position of Main Office Secretary. Motion carried by unanimous roll-call vote.

DIRECTOR'S REPORT

6) Mr. Fay spoke about the following:

- a. Golf Outing: Golf outing information and School Challenge Brochures were distributed to all those present. Mr. Fay asked everyone to encourage participation at their individual schools. BBCHS is the reigning school champion.
- b. Manufacturing Meeting: Mr. Fay described the cohort being formed between KCC, CHEE and KACC in this area. The cohort will include approximately 20 students who will have met certain criteria. Between the 3 entities and local business support via job shadowing and internships, successful students will be ready for mid to high-level skilled occupations in manufacturing, machine tool, transportation/logistics, welding, etc.
- c. TECH I Math: Mr. Fay informed the Committee of discussions revolving around the potential for developing a TECH I math class at the high school district level. The goal is to develop a dual-credit math class, as KCC instructors have seen a need for more applied math skills in order to be successful in the high-level technology programs. Dr. Wakeley questioned what that type of program might look like. Discussion ensued. Mr. Levek stated it sounds like it will be a more integrated curriculum. Dr. Wakeley said he is open to the potential, depending on the curriculum and ability to find an instructor, to offer as a summer school program. Dr. Wakeley reminded everyone: BBCHS Summer programs are *open to all school districts*. Dr. Decman requested Dr. Wakeley bring a brochure of BBCHS' summer course schedule to the next meeting. Ms. Harrod mentioned Manteno District may be broadening their summer programs in the next year as well. Several KACC welding students take a Saturday class at KCC. Potentially, Mr. Fay offered, a class like this might be offered on Saturdays, or maybe by bringing an instructor to KACC 1 to 2 times per week to work with students. Dr. Murphy stated this might work well to map back to State programs and be another opportunity for dual credit.

- d. CHEE Lunch and Learn: Mr. Fay stated this meeting was well-attended and very informative. The CHEE website was unveiled and appeared to be comprehensive; containing a wide variety of links to job opportunities, descriptions, etc. There are several major local employers who have helped sponsor this new website. The goal is to inform the public of the many opportunities in this area and the skill sets employers require. Dr. Murphy is encouraged as this next phase is less District 111 centric, showing CHEE can broaden their scope to benefit all districts.
- e. May ROE Industry Tours: Mr. Fay briefly highlighted a ROE Industry Tour designed as an in-service day for Counselors. Mr. Stein questioned if his counselors will know about these types of events. Mr. Fay stated information is disseminated to the Student Services Committee, which is comprised of counselors from all 16 schools we serve. If they do not attend the meeting, they receive minutes and ancillary information via email.

DISCUSSION/ACTION ITEMS

- 7) Director's Evaluation: Dr. Palan stated the evaluation will be emailed next week via SurveyMonkey. Once results have been compiled, the Executive Officers will review the evaluation with Mr. Fay and report back at the March meeting.
- 8) Approve Press Policies: A motion was made by Mr. Levek, seconded by Ms. Evans at 8:50 a.m. to approve the PRESS policies presented and utilizing Option A added to #3 of 8:30 Visitors to and Conduct on School Property. Motion carried by unanimous roll-call vote.

INFORMATIONAL ITEMS:

- 9) Principal's Report: Ms. Goodall addressed the following items:
 - a. Formal Summative FY2016: These will be completed by her and Mr. Kelley before month-end. Instructors not being formally evaluated this year will be scheduled for a program meeting to discuss student numbers for next year, curriculum equipment wish lists, curriculum updates, program goals, etc.
 - b. Discipline: Ms. Goodale called everyone's attention to the decline in the number of discipline referrals. Ms. Goodale shared her belief the decline is a result of students having a clearer understanding of expectations.
 - c. Preliminary Student Enrollment Report: Ms. Goodale distributed a report outlining student numbers for FY2017. The overall total was 883 students. Ms. Goodale stated the Welding Technology Program is officially closed at this time. In addition, Kankakee 111 has 20 students listed for C.N.A. Training Program, which may not be accurate since they currently offer the program within their school. Dr. Decman questioned the level of "commitment" from the districts in fulfilling the number of students. Ms. Goodale explained most schools have supplied actual student applications. This being said, her expectation is the enrollment numbers will change between now and May, especially for any student who may have to make up a class or fulfill certain requirements for graduation. Mr. Levek questioned how close the numbers are to where we will be next year. Ms. Goodale expects the overall number to decrease by approximately 100 students. Dr. Decman questioned the increase in student enrollments from Crete-Monee schools and resurrected the discussion of the potential to have them become a member school. Everyone concurred; investigation on the part of KARVES will have to be done to determine what a "buy-in" might look like. Dr. Murphy questioned the 10-year average information, with Ms. Goodale responding she thought having the additional information might be of interest. Dr. Decman and Dr. Wakeley raised questions concerning KACC curriculum matching the jobs are available in our area. Dr. Decman questioned if KACC follows graduates for 5 years to track if they actually enter the occupational field for which they studied. Mr. Fay explained we no longer can track students as they use State ID's instead of Social Security numbers. This led to an interesting discussion surrounding the number of students schools should potentially be sending to KACC, space limitations, and potential courses we should be offering students which we are not, including Electrical Maintenance, etc. Mr. Fay offered to work on a

survey about curriculum interest at the student level considering it has been 3 or 4 years since this was last done. Everyone in attendance was supportive of having a conversation about potential curriculum offerings in the future. Dr. Murphy spoke about the media's impact on a program like Welding Technology. Ms. Goodale stated oftentimes, students do not realize what "Electrical Maintenance" really means. Mr. Fay stated a survey will be enhanced if we can link short job descriptions to the programs addressed.

10) Special Populations/Assistant Principal. Mr. Kelly addressed the following topics:

- a. Learning Center: Second-semester math tutoring services have begun. Mr. Kelley restated the goals of the Learning Center and its potential to aide students in the academic realm in addition to their KACC programs. Mr. Kelley spoke of comments which came from KCC, stating students are earning dual credit, but are not college ready. Mr. Kelley wants to ensure students leave here ready.
- b. Freshman Showcase: Mr. Kelley expressed his thanks to BBCHS and Herscher High School for inviting KACC to participate. In April, Momence will be having a Parent University which we will also attend.
- c. 8th Grade Day: Mr. Kelley called everyone's attention to the attendance schedule for this fantastic event. He invited everyone present to please stop by and spend a few minutes to see first-hand, the career exploration opportunities. There are over 1,500 students registered. The biggest obstacle has become space limitations. There are more businesses who want to be a part of the program, than we have space. Mr. Kelley is considering a change of venue in the future.
- d. ACT WorkKeys Test: The 3rd test, Locating Information, will be administered in March. As has been in the past, it is voluntary and can lead to students earning their National Career Readiness Certification.

CLOSED SESSION:

A motion was made by Dr. Decman, seconded by Ms. Harrod at 9:16 a.m. 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)].

REOPEN SESSION

ADJOURN

There being no further business, a motion was made by Mr. Levek, seconded by Ms. Harrod at 9:26 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:

Dr. John Palan, Chairman