

Executive (KACC) Board Meeting
KARVES Administrative Board of Control Meeting
Thursday, May 12, 2016
Kankakee Country Club, 6:00 p.m.

Members Present

Beecher –Jeff McCarty & Larry Hermen
Bradley –Tom Cooke
Central – Tonya Evans
Herscher –Dr. Richard Decman (KACC Board Vice Chairman) & David Ruder
Momence –Gary Miller & Sandra Illum
Peotone –Steve Stein & Richard Uthe
St. Anne – Kurt Moranz
Regional Superintendent – Gregg Murphy

Director – Don Fay
Assistant Director /Principal – Bosa Goodale
Special Populations/Assistant Principal – Matt Kelley
Recording Secretary – Alice Argyelan
Bookkeeper – Daniel Gesell

Absent: Grant Park, Kankakee and Manteno

Minutes

The regular meeting of the Kankakee Area Career Center (KACC) Executive Committee and Kankakee Area Regional Vocational Education System (KARVES) Administrative Board of Control, Kankakee County, State of Illinois was called to order on May 12, 2016 at 6:07 p.m.

PUBLIC COMMENT

Mr. Fay shared the contents of a letter received from Mr. Eric Hill, Executive Director of SkillsUSA, commending the KACC students who attended the IL State Competition for showing the “upmost level of professionalism and dedication.”

CONSENT AGENDA

- 1-6: A motion was made by Mr. Ruder, seconded by Mr. Uthe at 6:08 p.m. to approve the Consent Agenda which included Approval of the minutes from the April Regular and Closed Session Meetings of the Kankakee Area Career Center, minutes from the March Regular and Closed Sessions of the Combined KACC/KARVES Board of Control, Accounts Payable, Financial Reports, Accept Resignation of Greg Rorabaugh as Part-time Auto Tech Aide and Dismissal of Child Development/Preschool Para-Professional. Motion carried by unanimous roll-call vote.

DIRECTOR’S REPORT

7. Mr. Fay provided a brief overview and update on the following topics:
- Emerging Workforce Career Conference was held on May 5th.
 - KACC Annual Student Recognition Ceremony was held Tuesday evening at KCC; with the largest number of people attending in the history of this event.
 - KCC will be the site for a math summit this summer. Mr. Fay will attend.
 - KARVES has teamed up with other CTE Systems to provide a Data Workshop for CTE Instructors. Now that Phase 3 of our Type II assessment project is almost complete, instructors will have an opportunity to learn how to best utilize the test data.

DISCUSSION/ACTION ITEMS

8. Election of KACC Executive Officers for FY2017: A motion was made by Mr. Uthe, seconded by Mr. Ruder at 6:12 p.m. to elect the following slate of KACC Executive Board Officers: Dr. John Palan, Chairperson; Dr. Richard Decman, Vice Chairman; and, Tonya Evans, Board Secretary. Motion carried by unanimous roll-call vote.
- 9-10. School Board Assignments for KARVES Administrative Board of Control for FY2017 and Election of KARVES Executive Officers to be held August 2016. Mr. Fay explained these two items go hand-in-hand. If there are to be any changes in school board representation from the District, please forward that information to the KARVES Office and, if anyone is interested in serving the KARVES Administrative Board of Control as an Executive Officer, please let Mr. Fay know. Election of officers will take place at the August meeting.
11. Approve Retaining Russell, Leigh & Associates to complete KACC/KARVES' Annual Audit: Mr. Fay informed the Board this firm has performed our annual audit for several years. The fee for service will not increase for the FY2016 audit. A motion was made by Mr. Uthe, seconded by Ms. Evans at 6:14 p.m. to approve retaining the service of Russell, Leigh & Associates as KACC/KARVES Auditor. Motion carried by unanimous roll-call vote.
12. PRESS Policy Update – Second Read and Final Approval: Mr. Fay reminded everyone the policies presented adhere to the new Senate Bill 100 and are in line with IPA. A motion was made by Mr. Ruder, seconded by Mr. Uthe at 6:15 p.m. to approve the 2nd reading and accept the policies as presented. Motion carried by unanimous roll-call vote.
13. KARVES Annual Budget Presentation for First Reading: Mr. Fay presented the FY2017 KARVES Budget. During his presentation, he highlighted the various sources of funds, historical trends and budgeted expenses per category. As a side note, Mr. Fay spoke of the potential effects of the State not maintaining the mandated "Maintenance of Effort." System Directors have been lobbying to ensure M.O.E. is maintained. Even though we have received all our funds, many Community Colleges have not: the State has not fulfilled the M.O.E. in these cases. Mr. Fay also highlighted several KARVES' purchases made on behalf of member schools and their CTE programs. A motion was made by Mr. Ruder, seconded by Mr. Uthe at 6:22 p.m. to accept the first reading of the KARVES Budget:
14. KACC Annual Budget Presentation for First Reading: Mr. Fay presented the FY2017 Budget. Within the presentation, Mr. Fay spoke about each fund, carry-over balances, historical changes, and recommendations going forward. Mr. Fay also spoke about O & M Expenses having been higher than normal this past year due to much needed IT infrastructure enhancements; plans for new school signage; and, the continued monitoring of fund balances to assess possibility of reducing the annual amount paid by member schools. A motion was made by Mr. Uthe, seconded by Mr. Moranz at 6:31p.m. to accept the first reading of the KACC FY2017 Budget. Motion carried by unanimous roll-call vote.

INFORMATIONAL ITEMS:

15. Principal's Report:
 - a. Perkins and CTEI Grants: Submission of amendments are to be wrapped up and approved next week.
 - b. Student Handbook: Ms. Goodale informed the Board this topic was also broached at the most recent Principal's meeting, especially in light of the Senate Bill 100 legislation. Ms. Goodale is garnering a Student Handbook from all attending schools as she works to refine the KACC student handbook. Having the handbooks of individual schools also assists during student disciplinary meetings when questions arise about rules differing between home school and KACC.
 - c. KACC Student Recognition Ceremony: Ms. Goodale reiterated the crowd was one of the largest ever. She also distributed information on all awards and scholarship amounts presented, which amounted to \$12,000. Dr. Murphy commended Ms. Goodale and KACC on the event; highlighting how nice it is to see the wide the variety of excellent students from so many schools in our area. Dr. Murphy mentioned he spoke with Ms. Meyers from KCC Foundation about the

percentage of students who will go on to attend KCC. Ms. Goodale will be working with Dr. Avendano and KCC to develop a system to track how many KACC students go on to attend KCC. According to Mr. Fay, parents in addition to students seemed very grateful.

- d. April Attendance remained at 98%. Ms. Goodale thanked everyone for doing their part to encourage student attendance.

16. Special Populations/Assistant Principal Report:

- a. ACT WorkKeys: Voluntary test results for students to earn NCRC were presented. Mr. Fay stated he intends to add the students who earn a Gold NCRC to the list of students honored at next year's Student Recognition Ceremony as earning a gold level is quite a feat and should be acknowledged.
- b. 8th Grade Day: Mr. Kelley spoke of the 8th Grade Day event and the profound impact some of these business partners have on the students who attend.
- c. Emerging Workforce Career Conference: This inaugural event was held May 5th. Everyone in attendance received a booklet highlighting the 16 businesses who volunteered. Mr. Kelley stated that although the attendance was not as high as he would have liked, businesses seemed positive about this first-time event. Dr. Murphy shared several compliments about the event. He shared his opinion that it is great for parents to see what "manufacturing" is like in today's era and the ability to speak with representatives from CSL, BASF, etc. is fantastic. Mr. Kelley mentioned he is in the process of surveying the business partners and hopes continued refinements will help blossom this event into something more.
- d. Momence Professional Development: Mr. Kelley thanked Momence for inviting him to attend the Excite and Unite event.
- e. SkillsUSA: Mr. Kelley shared the results of the April State Competition. Our students performed "brilliantly," bringing home 2 silver, a bronze and 8 additional top 6 awards. There were over 2,000 attendees competing. Mr. Fay mentioned he will closing Friday, April 28, 2017 in order to provide instructors a TI day, busing them to the 2017 State SkillsUSA competition. He believes it will be beneficial for faculty to witness their students' hard work and effort coming to fruition and learn more about the overall aspect of SkillsUSA competition. The new KACC teachers who attended, according to Mr. Fay, commented they "couldn't believe how hard working and professional" the students were. Mr. Cooke questioned what age group goes. Mr. Kelley stated juniors and seniors in high school mainly with some post-secondary. Mr. Kelly also complimented Peotone High School for having a good showing at SkillsUSA as well.

ADJOURN:

There being no further business to discuss, a motion was made by Mr. Uthe, seconded by Mr. McCarty at 6:55 p.m. to adjourn the meeting of the Kankakee Area Regional Vocational Education System's Administrative Board of Control and Kankakee and Kankakee Area Career Center's Executive Committee. Motion carried by unanimous voice vote.

As Recorded By: _____
Sandra Illum, Secretary

Attested: _____
Thomas Cooke, Chairman