Executive (KACC) Board Meeting

Thursday, September 10, 2015, 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

St. Anne: Rick Levek Reg. Office: Gregg Murphy

Absent: Bradley, Momence, Peotone

*Minutes*

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on September 10, 2015 at 8:32 a.m.

PUBLIC COMMENT

None

CONSENT AGENDA

* 1. A motion was made by Mr. Levek, seconded by Ms. Harrod at 8:32 a.m. to approve the Consent Agenda, including minutes from the August KARVES Administrative Board of Control and KACC Executive Committee combined meeting; accounts payable; financial reports; and confirm hire of Michelle Galigher. Motion carried by unanimous roll-call vote.

DIRECTOR’S REPORT

1. Director’s Report: Mr. Fay informed the Board on the following:
   1. Met with KCC & CHEE representatives on August 26th. Plans are underway to have a Manufacturing Day held at KCC’s new Manufacturing Building during October (Manufacturing Month). Mr. Fay said he will send 100 students from the Career Center so they have the opportunity to hear from local manufacturers and learn more about the opportunities available and skill sets needed.
   2. Career Conference, April 2015: Area manufacturers and local businesses will be invited to an event to be held in April. This will be an evening event for parents and students (student must have parent in attendance in order to participate), for an area-wide informational program covering the types of positions available within our community and correlating education/ training necessary to be a qualified candidate.
   3. Insurance: KACC building/contents insurance rate increased by 4%, mainly due to an increase in the amount of insurance coverage for our increased valuation.
   4. Forum for Excellence: Mr. Fay and Ms. Goodale will be attending this conference sponsored by ICCB, to be held in Bloomington.

DISCUSSION/ACTION ITEMS

1. 2015-2018 KACC Faculty Collective Bargaining Agreement Update: Moved to Closed Session
2. KARVES/KACC Combined Meeting Schedule – August: Mr. Fay queried the Board for their opinion on whether or not the August meeting date is changed as it seems to be a conflict for many superintendents’ schedules. Opinions ranged from leaving the meeting as is and be happy with the number of members in attendance, to moving it to the third Thursday of August (following the start of the school year) so as not to conflict with teacher orientation/training/professional development activities. Mr. Fay mentioned the need for a quorum, particularly in August, so the annual budget for KARVES and KACC can be approved and submitted to ISBE. No formal action was taken at this time.
3. Approve First Reading of PRESS Policy Updates: Dr. Palan requested Mr. Fay highlight any particular areas of note within the policy updates. Discussion ensued about Policy 8:30 – Visitors to and Conduct on School Property and the language noted as Option 3. Dr. Palan requested the Board contact Mr. Fay if they had any other questions or opinions on the policies as presented. A motion was made by Ms. Harrod, seconded by Dr. Murphy at 8:43 a.m. to approve the First Reading of the PRESS Policies. Motion carried by unanimous roll-call vote.

INFORMATIONAL ITEMS:

1. Principal’s Report: Ms. Goodale spoke on the following topics:
   1. KACC Fall Enrollment: Written report of student enrollment (749 students) was distributed to all present. Mr. Levek questioned if the numbers were down from last year, to which Ms. Goodale said “Yes.” Dr. Decman mentioned it would be interesting to look at county-wide statistics on the number of students. Ms. Goodale mentioned C.N.A. Training Program was down by 20 students. Ms. Goodale stated this may be a result of Medical Terminology being offered either before or after C.N.A. Training Program is taken. Dr. Walters questioned if there were openings in C.N.A. Program as she was told there were not. Ms. Goodale said she will be glad to speak with her about the openings following this meeting.
   2. CHEE Task Force Meeting: Ms. Goodale informed the Board she will be offering KACC as a potential meeting site for the October meeting. Ms. Goodale wants to use this opportunity to have the group tour the building while students are engaged in their individual curricula.
   3. Train-the-Trainer: Ms. Goodale spoke about a meeting she attended with Mr. Kelley and representatives from Tech of DuPage and WILCO. The contents were designed to help provide administrators additional tools to train new CTE Instructors - keeping in mind many do not have formal teaching education as they come directly from business.
   4. Principal’s Meeting: The first meeting for this school year will be September 23rd.
   5. Adult Cosmetology Students: There are several students who were unable to complete their 1,500 hours prior to graduation and have returned to KACC as an adult student. These students are charged $6 per hour and sign contracts for the hours and fees to complete training.
   6. October 23rd: In reviewing individual school schedules, Ms. Goodale noticed most schools are not sending students to KACC on this date. Because there will be 546 students absent on October 23rd, Ms. Goodale is cancelling all student attendance on the 23rd and will instead, use the day for staff/program improvement day.
   7. Discipline: Ms. Goodale reported she had 3 referrals for the month of August. Ms. Goodale expressed her appreciation to the Board as this year’s students seem to be well behaved and an overall good group of young people.
2. Special Populations/Assistant Principal. Mr. Kelly addressed the following topics:
   1. IEP/504 Information: The information on students has been coming to Mr. Kelley. The IEP/504 information is due September 16th.
   2. Student Services Committee: This committee will meet at KACC on September 17th. The committee is being expanded to include assistant principals or those administrators who work with the counselor overseeing KACC students. Mr. Kelley has made this changed in an attempt to be sure communication is disseminated clearly and to all who will be directly involved in student success.
   3. WorkKeys: This assessment is being complete this week and will be sent to ACT for scoring yet this week. Counselors, Principals and Superintendents will have scores shared with them when they are complete. All new KACC juniors and new seniors were tested.
   4. Sophomore Day: This annual event will be held on October 27th. Mr. Kelley called everyone’s attention to the information shared in the Board Packet.
   5. Manufacturing Day/Career Coaches: Mr. Kelley reported these projects are well underway, noting Mr. Fay’s earlier comments and the fact he met with one of our KACC Career Coaches yesterday. Graduating KACC seniors will once again be required to complete a professional portfolio.

CLOSED SESSION:

* A motion was made by Dr. Decman, seconded by Ms. Harrod at 8:55 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.

ADJOURN

There being no further business, a motion was made by Ms. Harrod, seconded by Mr. McCartney at 9:10 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:

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Dr. John Palan, Chairman