

Executive (KACC) Board Meeting
Thursday, October 12, 2017
Kankakee Area Career Center

Members Present

Beecher:	Jeffrey McCartney (8:33AM)	Bradley:	Scott Wakeley
Central:	Tonya Evans, Secretary	Grant Park:	John Palan, Chairman
Herscher:	Richard Decman, Vice Chair	Manteno:	Lisa Harrod
Momence:	Shannon Anderson	Peotone:	Steve Stein
St. Anne:	Charles Stegall	Reg. Office:	Frank Petkunas

Absent: Kankakee

Minutes

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on October 12, 2017 at 8:30 a.m.

PUBLIC COMMENT

Doug Enz provided the board with an update on House #21. The house is coming along extremely well, with drywall going up now. Mr. Enz commended the board's decision to purchase additional lots years ago as the home and lot prices are moving up again.

CONSENT AGENDA

1-4) A motion was made by Dr. Decman, seconded by Ms. Harrod at 8:31 a.m. to approve the consent agenda including approval of minutes from the September Regular Meeting of the KACC Executive Committee, accounts payable, financial reports. Motion carried by unanimous roll-call vote.

AUDIT REPORT

Mr. Rick Blanchette, C.P.A. with Russell Leigh and Associates reviewed the Annual Audit for both Kankakee Area Career Center and Kankakee Area Regional Vocational Education Center, including income, expenses, budget vs. actual. Dr. Decman questioned operational deficit of \$633,000 – Mr. Blanchette addressed this explaining funds have not been coming from KARVES to KACC due to a lack of payments being received from the State of Illinois. Dr. Decman noted the fact our fund balance is also now less than the audit shows. Mr. Gesell stated KARVES received approximately \$200,000 since that time and is still owed the remainder of FY2017 funds. Mr. Blanchette stated other than a backlog of payments from the State, everything is in good shape with both entities.

DIRECTOR'S REPORT

- 5) Director's Report: Mr. Kelley updated the board on the following:
 - a. Meeting at Kankakee High School: KHS is moving to a competency-based learning model. Mr. Kelley and Mr. Guerin attended the meeting to address how KACC can better align into their classes. Example used: Law Enforcement assigns a research paper, can it be used toward meeting the research paper competency at KHS.
 - b. Meeting with Dr. Boyd and Steve Magruder: Mr. Magruder, BA for Local 176, talked about an upcoming severe skilled worker shortage within the next ten years. With the retirements of the current pool, there aren't enough skilled workers entering to fill the gap. KACC, KCC and Local 176 want to work together to bolster the

number of applicants. Mr. Magruder spoke of resurrecting the Construction Trades Expo for the 8th graders hosted on KACC Grounds. Mr. Kelley will follow up.

- c. State/Regional Meetings: Mr. Kelley has attended a variety of meetings and is currently discerning the most beneficial ones to attend in the future, including the System Directors Leadership Council and Area Vocational Directors Meetings.

DISCUSSION/ACTION ITEMS

- 6) Welding Technology Instructor: Mr. Spangler will be retiring at the end of this school year. Mr. Kelley spoke of plans to update the job description and determine a variety of avenues for recruitment of a new Welding Instructor. Plans are to begin recruitment efforts in December and identify a candidate in March. Dr. Decman questioned if other job descriptions are being updated as well. Mr. Kelley responded this is in the plan for this year.
- 7) Auto Tech Club: Mr. Kelley provided an update on this issue, including survey of student interest. Dr. Decman requested a number instead of percentage: 38 students expressed an interest. Collision Repair students have also expressed interest. Dr. Decman offered Mr. Kelley a form Herscher HS utilizes to garner information and apply for a new school-sponsored club. Mr. Kelley thanked Dr. Decman for the offer. Dr. Decman questioned if there are other clubs and, when this particular club meet? Mr. Kelley stated other than SkillsUSA, we do not currently have any school-sponsored clubs. The club plan is to meet in evenings. Students will need to drive themselves back to KACC if they are to attend.
- 8) KACC/KARVES' Executive Advisory Committee: Mr. Kelley informed the board he is gathering local business leaders (approximately 6-8) to serve as an advisory committee to assist in generating viable ideas and suggestions to help move KACC/KARVES forward in a meaningful way and help decrease the skills gap and enrich our students. Goal is to have 2 meetings per year, beginning December.
- 9) Disposition of Precision Metals (former course) Equipment: A motion was made by Ms. Evans, seconded by Mr. Stegall at 8:53 a.m. to approve the Resolution to determine surplus equipment and authorize the Director to dispose of the items. Dr. Decman questioned if any equipment will be offered to individuals at no cost. Mr. Kelley informed the board, KACC Schools have first option to any of the equipment. Any left-over equipment will be offered to KCC, with the last option being to sell equipment through auction/bid.
- 10) Second Reading and Final Approval of PRESS Policy Updates: A motion was made by Mr. Stein, seconded by Ms. Harrod at 8:55 a.m. to approve the PRESS Policy updates as presented. Motion carried by unanimous voice vote.

INFORMATIONAL ITEMS

- 11) Principal's Report: Mr. Guerin stated it has been a busy and very productive month. Of note, Mr. Guerin spoke of the following:
 - a. Cosmetology Program: Student Contracts prepared for signature and currently working on updating a variety of policies and procedures within the Adult Cosmetology Program. Mr. Guerin publicly thanked Ms. Posing for her assistance with these projects.
 - b. Career Coach: Mr. Guerin shared wonderful news about a Welding Student from Peotone HS who has been working with the Career Coaches. He developed his letter of introduction, resume and accompanied those documents with his congratulatory letter of being named to the Student Advisory Council. The student presented this to his local Welding Trade Union and was accepted into their program. Mr. Stein requested Mr. Guerin provide him with the name of the student.
 - c. Student Services Committee met which led to a new partnership with Darla Jepsen and the KCC Program Development Committee.

- d. Principal's Meeting: Theme for this meeting was relationships – both with students and staffs. The meeting was a basic round-table providing an excellent opportunity for peers to share ideas.
- e. NUCOR: Mr. Guerin was delighted to inform the Board of NUCOR Steel offering to hold a KACC Principal's Meeting at their Bourbonnais location, including a tour and opportunity to earn a Steel Certificate.
- f. Life Safety: Fire Drills have been complete and Mr. Guerin is looking forward to KACC's Life Safety Inspection with Dr. Murphy immediately following this meeting.
- g. Upcoming Events: IPA Conference October 16, Sophomore Day October 17, Inaugural Student Advisory Council Meeting October 18.
- h. Spirit Wear: Mr. Guerin informed the board he has requested spirit wear from all the KACC attending schools. The purpose is to have KACC staff wear a variety of school spirit wear on Fridays. We hope to have all schools represented then take a group picture of our staff in all the various schools' spirit wear. Dr. Wakeley questioned how many staff work at the Career Center (about 22 people). Dr. Wakeley and Ms. Harrod graciously offered to provide spirit wear from their schools if Mr. Guerin will provide appropriate sizes. Mr. Anderson questioned whether KACC had spirit wear too as he is willing to promote KACC in his schools.
- i. Construction Technology: Mr. Guerin complimented the Construction Technology Instructors on providing a fine curriculum for our students. Mr. Guerin went to House #21 to observe the instructors and was very impressed by what he witnessed. He stated the curriculum is solid, there is continuous assessment and the house looks awesome. Dr. Palan suggested a KACC Executive Committee Meeting be held at the house when it is closer to being complete. Mr. Enz extended an invitation to the Board to come by the house after any board meeting. Students are typically there. No invitation or advance notice needed.

OTHER BUSINESS

Mr. Kelley expressed his appreciation to the Executive Committee for their advice and support as he develops in position of Director. Each Board member was presented with a KACC Logo Shirt as a token of his appreciation.

ADJOURN

There being no further business, a motion was made by Dr. Wakeley, seconded by Ms. Harrod at 9:07 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, Ed.D., Chairman