Executive (KACC) Board Meeting

Thursday, September 15, 2016

Kankakee Area Career Center

Members Present

Beecher: Jeffrey McCartney Bradley: Scott Wakeley

Central: Tonya Evans 8:35 am Grant Park: John Palan, Chairman

Herscher: Richard Decman Manteno: Lisa Harrod

Momence: Gary Miller St. Anne: Charles Stegall 8:43 am

Reg. office: Gregg Murphy

Absent: Kankakee, Peotone

*Minutes*

The regular meeting of the Kankakee Area Career Center Executive Committee, Kankakee County, State of Illinois was called to order on September 15, 2016 at 8:32 a.m.

PUBLIC COMMENT

CONSENT AGENDA

* 1. A motion was made by Dr. Wakeley, seconded by Ms. Harrod at 8:33 a.m. to approve the consent agenda including approval of minutes from August combined meeting of the Kankakee Area Regional Vocational Education System and Kankakee Area Career Center regular meeting, accounts payable, financial reports, and confirm/approve hire of Michelle McWilliams and Courtney Regnier as part-time Cosmetology Instructors. Motion carried by unanimous roll-call vote.

DIRECTOR’S REPORT

1. Mr. Fay reported on a recent College and Career Readiness meeting at Kankakee Community College. As Mr. Fay shared information about the meeting topics and comments from attendees, including CSL Behring HR Director, Jackie Hawkins, the need for a Tech Math program continues to be a topic of interest to the stakeholders. HR representatives are advocating the Tech Math curriculum be an option for high school students, not making them wait until they go on to KCC or other post-secondary avenues. Mr. Fay suggested taking time to meet and look at creative ways to implement this type of curriculum, not only for KACC students, but for all our member districts. This information led to an excellent group discussion concerning the need for internship opportunities for our youth, the conflicting messaging of young people being told there are many jobs available for good students, when oftentimes, they are turned away because they are young and have no experience. The discussion moved to the business community’s responsibility to help provide valuable internship opportunities, not putting the entire responsibility on schools. Examples of schools outside Kankakee County were given whereby students are paid for internships with the benefit of helping pay for their post-secondary education and/or leading to a good paying position; and, the fact there will always be personnel attrition in the low-skill-level jobs in any community.

DISCUSSION/ACTION ITEMS

1. FY2016 Audit Report from Russell Leigh & Associates: Mr. Rick Blanchette addressed the board and presented the KARVES and KACC Annual Audit Report both in writing and verbally. Mr. Blanchette thoroughly reviewed expenses/revenues, including actual versus budgeted amounts for the various funds and subcategories. Following the presentation, Mr. Blanchette commented the books for both entities are in good shape, discussions about internal controls showed good procedures being in place. Dr. Decman questioned how many months of fund balance reserves are in KACC accounts. Mr. Blanchette stated it depends on the fund type, but overall close to 9 months. Dr. Palan thanked Mr. Blanchette on behalf of KARVES and KACC.
2. PRESS Policies presented for First Reading: A motion was made by Ms. Evans, seconded by Ms. Harrod at 8:59 a.m. to accept the policy updates for first reading. Short discussion ensued concerning optional language choices for a variety of policies and what individual schools are doing in that regard. Motion carried by unanimous roll-call vote.
3. PRESS Policies Undergoing 5-Year Review: No Action was taken at this time.

INFORMATIONAL ITEMS:

1. Principal’s Report: Ms. Goodale spoke about:
	1. Student Enrollment: Ms. Goodale presented three reports to the board involving student enrollment. The reports were:
		1. 2016-2017 Student Enrollment by Course/School: This year, KACC has a record-setting number of students enrolled. Ms. Goodale further stated, even with the large increase in enrollment, the school year started off very smooth with a great group of students.
		2. Nine-year historical look at enrollment trends for each course provided by KACC.
		3. Nine-year historical look at enrollment trends for each school (member and non-member) attending KACC.
2. Dr. Decman had several questions for Ms. Goodale and the Board:
	* + 1. Dr. Decman questioned the large increase in enrollment from Crete-Monee High School. Ms. Goodale stated this increase was anticipated as they have made a concerted effort to expand career and technical education within their district.
			2. Dr. Decman informed the Board of Herscher’s intent to eventually change from second slot and questioned the effect operationally. Short discussion ensued concerning some of the roadblocks which make this type of transition difficult. Of note, C.N.A., Child Development/Preschool, etc. Dr. Decman suggested early or late class time with option for students to drive, potential having his seniors released to drive themselves, etc. Dr. Decman reiterated this is something being considered by Herscher for the future, not in the next year.
			3. Dr. Decman questioned out-of-district tuition amounts, to which Mr. Fay answered $2,250. Dr. Decman questioned whether the board needs to consider a rate increase reflective of the increased costs of providing these educational services. Ms. Evans questioned cost to in-district schools. Mr. Fay stated he has not yet calculated the average cost, but last year was around $1,400, including flat assessments and per-student tuition. Mr. Fay stated the cost for in-district students has decreased as a student per-diem amount due to the increased enrollment costs being spread out more broadly. Dr. Palan questioned if this discussion might be added to the next Leadership Committee Meeting. Mr. Fay will add it to the agenda.
3. Special Populations Report: Mr. Kelley presented the following:
	1. Student Services Meeting was held Tuesday. Mr. Kelley extended his thanks to the districts for allowing their counselors the opportunity to come to KACC for this meeting. He said there were excellent conversations and information presented. Counselors also used this opportunity to deliver IEP/504 and Free/Reduced lunch information. Mr. Kelley will meet with KACC Instructors to review necessary accommodations for students. Dates for future Student Services Meetings are included in his written report.
	2. Outreach Tutor Program: Beecher High School is the only school to take advantage of this program thus far.
	3. WorkKeys Testing: WorkKeys pre-tests were sent for scoring. The Learning Center Tutors are once again available to work with students who do not meet skill levels in reading and math.
	4. Sophomore Day: The 2016 Annual Sophomore Day will be October 18th.
	5. Career Coach Program: Mr. Kelley reported two new Career Coaches have been retained by KACC. Melinda Hogan and Emily Dahl will be working, initially with Seniors to assist them in creating their portfolio, with the goal of eventually working with Juniors to create Individual Career Plans. Mr. Kelley believes this will help them take a more serious look at their future educational plan to achieve their career goals.
4. Internship Program for FY2017 Update: Mr. Kelley stated he is working to obtain intern sites for the Medical Terminology students who have already earned their C.N.A. certification. The difficulty arises with the Medical Community typically utilizing college-level interns, with little opportunity left for high school students. Mr. Kelley is also looking toward Ford Motor Dealership, who has requested the top 2 students every year. Mr. Kelley will try to expand this to Chrysler, Chevy and possibly Toyota as well. There is a Welding Job fair next week at KCC. It is Mr. Kelley’s understanding some former KACC students will be attending in hopes of gaining employment.

ADJOURN

There being no further business, a motion was made by Dr. Decman, seconded by Mr. McCartney at 8:46 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:

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Dr. John Palan, Chairman