

Executive (KACC) Board Meeting
KARVES Administrative Board of Control Meeting
Thursday, November 12, 2020
Meeting Via Zoom Platform, 6:00 p.m.

Members Present

Central – Tonya Evans
Grant Park – Dr. John Palan (KACC Chairman)
Herscher –Dr. Richard Decman (KACC Vice Chairman) Jacqueline Reick
Momence –Shannon Anderson, Sandra Illum (KARVES Secretary)
Peotone –Steve Stein
Regional Superintendent – Gregg Murphy

Executive Director – Matthew Kelley
Assistant Director /Principal – Timothy Guerin
Dean/Special Projects Coordinator – Lucas Papineau
Recording Secretary – Alice Argyelan

Absent: Beecher, BBCHS, Kankakee, Manteno, St. Anne

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 called to order on November 12, 2020 at 6:03 p.m.

PUBLIC COMMENT

None

CONSENT AGENDA

1-4) A motion was made by Mr. Stein, seconded by Ms. Illum at 6:05 p.m. to approve the Consent Agenda, including minutes from the Regular Meeting of the Kankakee Area Career Center held October 15, 2020; Minutes from the Regular Meeting Session of the KARVES/KACC Combined Regular Meeting held on August 13, 2020; and, accounts payable and financial reports. Motion carried by unanimous roll-call vote.

KCC Update

No Representative from Kankakee Community College was available to attend.

SOPHOMORES SEEKING SUCCESS

Mr. Kelley introduced Mr. Papineau and Mr. Cruz, informing the Board of this new virtual event they worked together to develop. Mr. Papineau walked through the Sophomores Seeking Success platform in order to give the Board a look at what their students will see when they engage. There are basically six steps: Register, Welcome, Career Coach Questionnaire, Course/Teacher/Student information including videos for each program, an exit survey and finally, an invitation to KACC's virtual open house to be held via Zoom on November 23rd. Mr. Papineau explained that while the program was designed for sophomores, people of all ages are invited to complete this program. Mr. Papineau thanked those who collaborated on this, especially, Mr. Cruz, who worked on design of the platform and was the

videographer. All area counselors received the link to this online program and were asked to please encourage their sophomores to engage and complete the process. Ms. Reick questioned why the email address question is listed on registration, even though the system was set up to collect email addresses. The reason behind this is that students sometimes log on through school email, but have a personal email they check regularly. The additional question acts as a confirmation of their contact information.

DIRECTOR'S REPORT/DISCUSSION ITEMS

- 5) Mr. Kelley reported on the following topics:
 - a. Personal Finance Curriculum: Mr. Kelley reported on initial discussions with Dwayne Ross, a professor from Chicago State University and retired employee from NICOR. Mr. Ross currently teaches a Personal Finance and Success program which may be able to be incorporated into our Workplace Excellence programs, allowing our students to have yet, another credential and gain knowledge to help them be successful in the workplace.
 - b. PERA-RIF Committee Annual Meeting: Mr. Kelley reported this annual meeting took place the beginning of November. Discussions were open and fruitful. Based upon several meetings Mr. Kelley recently attended, the finance situation for the State of Illinois is not looking good. To date, KARVES/KACC has not received any CTEI grant dollars and it is unclear when funding may become available.
 - c. CTE Program Review-Pilot Program: Mr. Kelley reported he was invited to be a member of this group. Their purpose is to review program alignment, pathways and sequences, with an emphasis on what credentials are available to students.

DISCUSSION/ACTION ITEMS

- 6) COVID-19 Impact Report: Mr. Kelley reported the latest statistics for number of students and faculty members who have tested positive for COVID19, numbers of students out of school on quarantine, and the fact only 37% of our attending schools are currently operating in-person. Cosmetology program shut down, as was the KACC Pre-K lab. The information Mr. Kelley provided this evening led him to the decision to go remote learning at KACC, returning on November 30. KACC instructors will have a remote learning planning day tomorrow and restart all programs on a remote basis Monday, November 16. KACC administration, faculty and staff have been preparing to ensure a level of readiness to provide meaningful curriculum for just this circumstance. Dr. Palan thanked Mr. Kelley for sharing the metrics and basis for this decision and requested open lines of communication be maintained with attending schools.
- 7) Board Appreciation: Mr. Kelley thanked the KARVES Administrative Board/KACC Executive Board for their continued assistance and guidance provided to KARVES/KACC. Mr. Kelley stated, "I thank you from the bottom of my heart for all you do is greatly appreciated." Mr. Kelley has small gifts of appreciation for each board member to be delivered to their district office.

INFORMATIONAL ITEMS:

- 8) Principal's Report: Mr. Guerin assured the Board all attending school principals have been notified of KACC being out of session tomorrow and beginning remote learning on Monday, stating the majority of principals have already responded to the notification. Mr. Guerin further reported on the following:
 - a. Sophomores Seeking Success: Mr. Guerin spoke of working together with Mr. Papineau, Mr. Cruz and Ms. Argyelan to get this virtual approach to learning about KACC and the programs we offer completed. This same approach may be utilized for middle school as a substitute to 8th Grade Career Awareness days this Spring.
 - b. COVID19 Efforts: Mr. Guerin expressed his thanks and appreciation to the entire KACC faculty and staff. Mr. Guerin shared the fine efforts being put forth when it comes to sanitation and mitigation efforts. Everyone has been extremely helpful in their attempts to keep students safe. Mr. Guerin also spoke of his great appreciation to everyone at the home school districts.

Everyone from principals, counselors, school nurses, etc. have been wonderful, supportive and very open in their communication as we all go through these unusual times together.

- c. Virtual Open House: Mr. Guerin stated information on this event will be pushed out to all attending schools and KACC Social media outlets. Mr. Guerin will encourage home districts to share the information on their school social media platforms as well.
 - d. Counselor Meeting: The next Counselor Meeting is December 3. This meeting will focus on the student application/registration process for SY2022.
- 9) Special Projects Coordinator/Dean of Students: Mr. Papineau complimented KACC student body on how they have handled themselves. Students have been extremely respectful, diligent on wearing their masks and social distancing. So many positive aspects during a difficult time. Mr. Papineau also reported on:
- a. Driving Policy: KACC's driving policy was altered to accommodate more students being allowed to drive to and from school. Student drivers have been doing a great job, following new ingress and egress patterns to offset the increased number of cars at KACC and ensure easy in and easy out for school busses. Tardiness for student drivers is rare, demonstrating students' high level of responsibility.
 - b. IEP/504: Mr. Papineau praised the Counselors and Special Education personnel at the attending schools for their consistency in updating IEP/504 information as needed. Every update Mr. Papineau receives is reviewed with the KACC instructor to ensure accommodations are provided.
 - c. Satia Thomas: Mr. Papineau was delighted to report this Medical Terminology student scored a 297 of 300 available points on the Accuplacer Test, which is the qualifying test to receive dual credit with KCC. Satia attends St. Anne High School, earning the highest score the proctor had ever seen.
 - d. Technology Update: Mr. Papineau reported he has two new Chromebook Labs in place and is anticipating delivery of a third one in the near future. The third lab was ordered in September and will put KACC at 120 Chromebooks, the most devices we have had. Mr. Papineau monitors use and scheduling of the mobile labs.
 - e. Technology Training: Mr. Papineau stated he has been ramping up training to ensure readiness for remote learning platform. He expressed his optimism our faculty and paraprofessional staff are ready and will be successful.

ADJOURN:

There being no further business a motion was made by Ms. Illum, seconded by Ms. Evans at 6:39 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, KARVES Administrative
Board Secretary

Attested: _____
John Palan, KACC Executive Board
Chairman