

Executive (KACC) Board Meeting
KARVES Administrative Board of Control Meeting
Thursday, May 13, 2021
Kankakee Country Club, 6:00 p.m.

Members Present

Bradley-Bourbonnais – Todd Kuntz
Herscher – Richard Decman (KACC Vice Chair) Jacqueline Reick
Momen – Shannon Anderson, Sandra Illum (KARVES Secretary)
Peotone – Steve Stein and Richard Uthe (KARVES Chair)
St. Anne – Charles Stegall and Kurt Moranz
Regional Superintendent – Frank Petkunas
Kankakee Community College – Dr. Kiana Battle

Executive Director – Matthew Kelley
Assistant Director /Principal – Timothy Guerin
Dean/Special Projects Coordinator – Lucas Papineau
KARVES-KACC Finance – Daniel Gesell
Recording Secretary – Alice Argyelan

Absent: Beecher, Central, Grant Park, Kankakee, 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 called to order on May 13, 2021 at 6:01 p.m.

PUBLIC COMMENT

Mr. Kelley welcomed everyone to the meeting and expressed his gratitude for being able to meet in person. Mr. Kelley also expressed his sincere appreciation for retiring KARVES Vice Chairperson, Jerry Fick. Mr. Fick who recently retired from Grant Park School Board, provided support and leadership for many years.

CONSENT AGENDA

1-4) A motion was made by Ms. Illum, seconded by Ms. Reick at 6:04 p.m. to approve the Consent Agenda, including minutes from the Regular Meeting of the Kankakee Area Career Center held April 15, 2021; Minutes from the Regular Meeting Session of the KARVES/KACC Combined Regular and closed session meetings held on March 11, 2021; and, accounts payable and financial reports. Motion carried by unanimous roll-call vote.

KCC UPDATE

- 5) Dr. Battle presented an update on behalf of Kankakee Community College. Dr. Battle was delighted to report on two new accelerated programs beginning this fall. The programs are:
 - a. Accelerated Honors Program: This fast-track program will take place at the North Extension. The program will be limited to 20 students. The program will start with a fast track semester of general education courses with both an in-person and on line component.

Successful students will be guaranteed admittance to KCC's health career cohorts of their choice.

- b. Black Studies Pathway: This new program will cover a variety of Black experiences, equity and diversity, and include liberal arts and sciences. Classes will meet two days a week. Students have an opportunity to earn a degree at the end of two years.

Dr. Battle reported the CCR meetings will resume in September –via Zoom. Invitations will be sent in the near future.

DIRECTOR'S REPORT/DISCUSSION ITEMS

6) Mr. Kelley reported on the following topics:

- a. CareerSmart: Mr. Kelley provided an overview of this program. Originally, Mr. Kelley has been following Hans Meeder, Founder and CEO of NC3T (National Center for College & Career Transitions). When Mr. Kelley was notified about a \$25,000 grant, he investigated opportunities with CareerSmart software. The grant was initially intended for for 6-8 grade students from five schools. Mr. Kelley is working on trying to expand for all KARVES' middle schools. Mr. Kelley believes this platform will be easier for teachers to implement and embed in their curriculum and springboard students into high school, work based learning and maximize opportunities.
- b. Workplace Excellence: Mr. Kelley deferred to Mr. Guerin on this subject. To date, there are 1,038 badges issued with 74% being Accepted. These micro badges are earned when students successfully complete the Workplace Excellence curriculum and can be shared on their social media.
- c. CTE Diploma: Mr. Kelley spoke of KACC's CTE Diploma. This diploma is earned by students who have successfully completed two years at KACC, have a B or better grade average and better than 90% attendance for the two years. 172 students earned the Diploma.
- d. CTE Transcript: Mr. Kelley spoke of this transcript coming to fruition. Meetings have been held with a variety of business stakeholders to discern what type of information about student success is of value to them. As a result, a CTE Transcript was developed which highlights dual college credits earned, professional certifications, and a variety of other highlights on the individual students. It is Mr. Kelley's hope to begin promoting this not only to the business community, but also to post-secondary institutions who allow flexible academic credit for elective classes, i.e.: University of Illinois Urbana. Mr. Kelley will keep the Board apprised of this ongoing project. Mr. Anderson questioned if Mr. Kelley is pitching the CTE Diploma next year, how else is the Career Center helping students to "market themselves." Mr. Kelley stated the Career Coach Team has been instrumental in assisting students to prepare their diploma, providing mock interviews and prepping the students in this area. Mr. Anderson questioned if interviews are held with actual business representatives. Mr. Kelley responded we have, but not this, particularly unusual year. With the addition of a Career Guidance Counselor, working in concert with the Career Coaches, these types of activities will hopefully be back in place next year. Mr. Moranz questioned if KACC has been in touch with Johnsonville in Momence. Mr. Kelley said there has been previous contact, but not since it was sold. Mr. Kelley will follow up on opportunities.
- e. 2020-2021 School Year Recap: Mr. Kelley expressed his sincere appreciation to his administration team, faculty, students, parents, home school personnel on doing an incredible job this past year. What a feat to have been in attendance the entire year – all but 7 days of remote learning. It took a dedicated and concerted effort by all to keep students in school, in person for the year.

DISCUSSION/ACTION ITEMS

- 7) Nominate Replacement for Board Vice-Chairman, Jerry Fick to Serve Remaining Term through November, 2021: This item was tabled until the next meeting.
- 8) Discuss Election of KARVES Executive Officers: Vote August 2021 for Term beginning November 2021: Everyone was encouraged to reach out to Mr. Fick or Dr. Palan if there is interest in serving as an Executive Officer on the KARVES Board for the upcoming year.
- 9) Discuss Election of KACC Executive Board Officers: Vote June 2021 for Term beginning July 2021. The slate of nominees for June vote will be brought back to the June KACC Executive Board Meeting.
- 10) Riverside Medical Center Intern Program: Mr. Kelley provided a quick review of the process for interview and eventual selection for KACC health occupations students to intern at Riverside Medical Center. The results were Riverside chose eight of eight candidates and already had an offer of employment for one student. Interestingly, Riverside's onboarding process includes Workplace Excellence, which our students had already completed while attending KACC. If these interns do well, they will be offered employment and tuition assistance to continue their educational journey in healthcare.
- 11) Career Guidance Counselor Recruitment Update: Mr. Kelley thanked the Superintendents for approving the recruitment to begin for this newly created position. Mr. Kelley provided a job description and funding plan. To date, ten candidates submitted information. Following two rounds of interviews, two have been identified for a third interview.
- 12) House 23: Mr. Kelley reported on the continued status of the home currently under construction. Construction is a bit behind schedule, but Mr. Kelley hopes to have the house on the market by the first of July to August. There has been interest already expressed in the house. Mr. Kelley will report back at the next meeting.
- 13) First Reading of KARVES and KACC Annual Budget Proposals: Mr. Kelley informed the Board ISBE has not yet opened our grant and may not until August. For the purposes of the First read of both budgets, we have utilized last year's numbers. Mr. Kelley reviewed revenue and expense expectations for both entities. A motion was made by Mr. Moranz, seconded by Ms. Illum at 6:49 p.m. to approve the first reading of the KARVES and KACC Preliminary Budgets. Motion carried by unanimous roll-call vote.
- 14) Negotiations Committee: Mr. Kelley provided the Board with a brief update on this process. Behind the scenes coordination is taking place and then the Negotiations Committee will be meeting with the Teacher's Union Leadership team in the near future.

INFORMATIONAL ITEMS:

- 15) Principal's Report: Mr. Guerin stated he is "energized" to be meeting with everyone in person again and reported on the following:
 - a. KCC and KACC: Mr. Guerin thanked Dr. Battle for the collaboration between KACC and KCC since her arrival four months ago. Mr. Guerin reported Paul Carlson and several KCC instructors visited KCC to view our instructors. KACC instructors will go to KCC in August for a division meeting. Mr. Guerin looks forward to continuing to collaborate with the fine people at KCC.
 - b. I-KAN Regional Office of Education: Mr. Guerin spoke of another great collaboration – KACC and I-KAN Office, highlighting the wonderful professional development Ms. Jasmin has been providing our faculty. Mr. Guerin spoke of plans for additional training, creating non-negotiables for instructors and ensuring the necessary training for success.
 - c. Principal's Meeting: Mr. Guerin was delighted to report the Principal's meeting was held in-person at BrickStone Restaurant. Mr. Guerin complimented area principals for their flexibility, communication and mitigation efforts to keep our students in school all year.

- d. Careers in the Trades: Mr. Guerin highlighted this virtual event coordinated through the Senatorial offices of Patrick Joyce and Dan Hastings. The staff for these Senators was amazing, assembling a cohort of Career Centers, Training Coordinators from a variety of Trades, Business Owners and Minority-Owned Businesses. The event turned out better than expected. Great information was shared at so many levels, giving young men and women a really good insight into careers in the trades. Mr. Anderson questioned if this event will be repeated in the future, to which Mr. Guerin replied he “hopes so” as it was a very powerful event.
 - e. Kankakee Co. State’s Attorney: Mr. Marlow Jones and Mr. Josh Sampson came to KACC this week. Discussions revolved about getting young people involved in their Justice League. This meeting also helped continue work to foster relationships with the City of Kankakee and District 111 as their new ROTC program was discussed. Hopefully, we can partner with them more to include students attending our public safety programs in Law and Fire.
 - f. Student Recognition Night: This annual event will be held on May 20th, 6:30 p.m. at Kankakee Community College. To date, each student award recipient is being allowed to tickets each.
 - g. KACC School Year: The last day for student attendance at KACC is May 27th, with May 28th being a professional development day.
- 16) Special Projects Coordinator/Dean of Students: Mr. Papineau reported at this time of year, he is both looking back and planning for the upcoming year. Some of the highlights include:
- a. Normalcy: Mr. Papineau stated things are slowing returning to a more normal environment.
 - b. Driving/Parking: KACC’s physical plant is not set up for the vast amount of student drivers during this COVID19 environment. Getting students in and out of the parking areas has been challenging and very time consuming.
 - c. Sophomores Seeking Success: Mr. Papineau gave a brief update on this program, stating there was good feedback, but not as well attended as he had hoped.
 - d. 8th Grade Career Awareness: This event, typically held at Quality Inn and Suites, will be held virtually this year. There will be career cluster videos and a incentive program developed for home district teachers for engaging students to complete the virtual event. There is a lot of legwork left to do prior to release April 12.
 - e. Student Services: Collaboration with District Counselors is ongoing. The most recent meeting was the end of February.
 - f. Dual Credit: Mr. Papineau complimented KCC’s new online component for Dual Credit, stating it has helped streamline the process.
 - g. Technology Planning FY2022: KACC faculty has really embraced technology this year and are already requesting new technology upgrades for next year. Mr. Papineau will work with everyone to implement advanced technologies available.

ADJOURN:

There being no further business a motion was made by Ms. Illum, seconded by Ms. Reick at 7:07 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
KARVES Board Secretary

Attested:

Richard Uthe
KARVES Board Chairman