

Executive (KACC) Board Meeting  
KARVES Administrative Board of Control Meeting  
Thursday, August 20, 2020  
Meeting Via Google Chat, 6:00 p.m.

*Members Present*

Central – Tonya Evans  
Grant Park – Dr. John Palan (KACC Chairman) and Jerry Fick (KARVES Vice Chairman)  
Herscher –Dr. Richard Decman (KACC Vice Chairman) Jacqueline Reick  
Momence –Shannon Anderson  
Peotone –Richard Uthe, (KARVES Chairman)  
Regional Superintendent – Gregg Murphy  
Kankakee Community College – Dr. Michael Boyd

Director – Matthew Kelley  
Assistant Director /Principal – Timothy Guerin  
Dean/Special Projects Coordinator – Lucas Papineau  
Recording Secretary – Alice Argyelan  
KARVES/KACC Bookkeeper – Dan Gesell

*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 August 20, 2020 at 6:02 p.m.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1-4) A motion was made by Mr. Fick, seconded by Ms. Reick at 6:12 p.m. to approve the Consent Agenda, including minutes from the Regular Meeting of the Kankakee Area Career Center held July 16, 2020; Minutes from the Regular Meeting Session of the KARVES/KACC Combined Regular Meeting held on May 14, 2020; and, accounts payable and financial reports. Motion carried by unanimous roll-call vote.

KCC Update

- 5) Dr. Michael Boyd addressed the Members with an update from Kankakee Community College. Dr. Boyd reported KCC started Monday with most courses being online. There are small groups of students utilizing the labs with rooms being cleaned between each session. Students must certify daily and adhere to social distancing. This year, there are several “rolling” start dates. There are 14, 12 and 8-week session options in order to accommodate as many students as possible. Dr. Boyd offered KCC’s assistance in working with area high school juniors and seniors and encouraged members to reach out to him for assistance. Dr. Boyd then spoke about the new Career Coach tool, which launched on their website this week. Dr. Boyd explained the myriad benefits of this program, which is a very comprehensive career exploration tool with links to educational opportunities, live job openings, etc.

Mr. Kelley spoke about the data available and potential for utilizing the metrics to best define programs and pathways for our area. Mr. Kelley also reported a link to the Career Coach was sent to all Counselors. Dr. Boyd reported curriculum for this platform is being developed and will be shared when complete. Career Coach was the culmination of efforts between KCC, KACC, Kankakee Economic Alliance and Community Foundation of Kankakee River Valley. The Project Manager at KCC is Leslie Cooper, KCC's Director of Institutional Effectiveness and Assessment. Dr. Boyd wrapped up his update by encouraging everyone to support KCC's Give Day on August 27 to help students who lack connectivity and need for laptops, etc. for remote learning.

#### DIRECTOR'S REPORT/DISCUSSION ITEMS

- 6) Mr. Kelley reported on the following topics:
  - a. Mr. Kelley reported on meetings attended, all virtually, over the past month. Everyone around the State is, according to Mr. Kelley, are all in the same boat trying to meet the challenges of the current environment.
  - b. Advance CTE: Mr. Kelley shared a video highlighting the import and advantages of CTE education. The video highlighted the need to ensure equitable access to CTE. Mr. Kelley spoke about education for employment and the need to allow our students practical application, including workplace safety under this new environment, to ensure they are ready for the world of work taking with them a good set of transferrable skills.
  - c. Elementary and Secondary School Emergency Relief Grant of \$13,595 was received by KACC. The funds were utilized to purchase GoPro video cameras and Chromebooks.
  - d. JobsEQ-CTE: Mr. Kelley called the Board Member's attention to this information which was sent with the Board Packets as a separate attachment. JobsEQ is a part of Chmura Economics and Analytics.

#### DISCUSSION/ACTION ITEMS

- 7) Review and Final Approval of KARVES 2020-2021 Budget: A Motion was made by Mr. Fick, seconded by Ms. Reick at 6:21 p.m. to approve the FY2020-2021 KARVES Budget. Motion approved by unanimous roll-call vote.
- 8) Review and Final Approval of KACC 2020-2021 Budget: A Motion was made by Ms. Reick, seconded by Mr. Anderson at 6:23 p.m. to approve the FY 2020-2021 KACC Budget. Motion carried by unanimous roll-call vote.
- 9) Approve Annual Lease Agreement and Transportation Agreement with Cardinal Bus Lines: A motion was made by Ms. Reick, seconded by Mr. Fick at 6:24 p.m. to approve the annual Lease Agreement and Transportation Agreement with Cardinal Bus Lines. Motion carried by unanimous roll-call vote.
- 10) Approve Administrative Contract Renewals: A Motion was made by Mr. Rick, seconded by Ms. Reick at 6:26 p.m. to approve the Administrative Contract Renewals as presented. Motion carried by unanimous roll-call vote.
- 11) Review and Approval of PRESS Policy Updates: A motion was make by Ms. Reick, seconded by Mr. Fick at 6:27 p.m. to approve the PRESS Policy Updates as presented. Motion carried by Unanimous roll-call vote.
- 12) Review and Approval of First Reading of Press Policy Update: Press Release 105 was presented to the Board for first review. A motion as made by Mr. Fick, seconded by Ms. Reick to accept the policies for first review. Motion carried by unanimous voice vote.

#### INFORMATIONAL ITEMS:

- 13) Principal's Report: Mr. Guerin stated everything within his Principal's Report presented this evening highlights the many efforts leading up to day – the first day of school. Mr. Guerin spoke about the variety of team meetings, input from faculty, staff, area principals, etc. While there were some challenges today, they challenges were met knowing there will be some changes needing to be made as we move along. Overall, Mr. Guerin shared he is optimistic based on this first day.

- a. New Teachers: Mr. Guerin informed the Board of onboarding of five new teachers, which included training held at Grundy Area Vocational Center involving curriculum building, remote learning and the Danielson method. It was very beneficial.
  - b. Remote Learning: Mr. Guerin reported KACC held a training day for all faculty and paraprofessionals to help ensure KACC is ready to move to Remote Learning if the need should arise.
  - c. Safety Officer: Mr. Guerin stated he informed Sheriff Downey of the interest expressed at the last KACC Executive Board meeting for SRO at Momence, St. Anne and Herscher. Sheriff Downey will be contacting those superintendents.
  - d. Welding Technology Early Bird Program: Mr. Kelley expressed how delighted he was to go to school at 6:15 a.m. this morning and meet 16 Welding students. In the history of KACC's 50 years, there has never been an early-bird timeslot. These students were eager and excited to be there. These students, Mr. Kelley said will be "able to write their own ticket."
- 14) Special Projects Coordinator/Dean of Students: Mr. Papineau shared the fact he thought today went very well. He told his instructors that while this is a challenging time, make it fun. It is a good time to shine and demonstrate how creative we can be as a teacher.
- a. NIL Dean Summit: Mr. Papineau stated that even though this conference was virtual, there was good information shared and very well done.
  - b. Special Projects Events: Mr. Papineau stated he and his team will continue to plan for 8<sup>th</sup> Grade Day and Emerging Workforce Conference and hope for the best.
  - c. Mr. Papineau has been working with Mr. Guerin establishing a variety of policies and procedure to ensure everyone's health and safety.
  - d. Dual Credit opportunities will remain with KCC, JJC and Prairie State College. This year, the dual credit will be handled all online which will be a great improvement for everyone.
  - e. Mr. Papineau is working with KACC faculty on tech-training and streamlining activities through Google.
  - f. Chromebook Labs have been increased, with a new 4<sup>th</sup> Lab coming, bringing the total to 120 units for the school in to addition Go Pro's, head and chest straps as well as tri-pods have arrived for all our teachers. Zoom license was also added for KACC as it is a better platform than Google at this time.

ADJOURN:

There being no further business a motion was made by Mr. Fick, seconded by Ms. Reick 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: \_\_\_\_\_  
Tonya Evans, KACC Executive Board  
Secretary

Attested: \_\_\_\_\_  
Richard Uthe  
KARVES Board Chairman